

the Charterhouse

INFORMATION SHEET FOR FILMING AND PHOTOSHOOTS

Location Name:	Suttons Hospital at the Charterhouse
Address:	Charterhouse Square, London
Postcode:	EC1M 6AN
Main contact person:	Miko Malkowski – Head of Events
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Second Contact Name and Tel:	maya.kowalska@thecharterhouse.org

GENERAL

Space / Availability	<p>AVAILABLE 7 DAYS A WEEK SITE ACCESS ONLY BETWEEN 8AM – 10PM MAIN MUSEUM OPEN TO THE PUBLIC TUES – SAT</p> <p>INDOOR: Great Chamber capacity: 180 for reception, 140 theatre style or 120 for seated dinner style Great Hall capacity: 180 for reception, 120 theatre style or 100 for seated dinner style Old Library capacity: 120 for reception or 50 for seated dinner style Norfolk Cloister capacity: 180 for reception or 120 for seated dinner style Chapel Cloister capacity: 60 for reception or 40 seated for dinner style Chapel capacity: 200 seated Governors Room capacity: 50 for reception, 40 seated theatre style or 28 for dinner style Learning Centre Capacity: 80 for reception, 60 seated theatre style or 50 dinner style Thackeray Room Capacity: 8 seated boardroom style</p> <p>OUTDOOR: The Charterhouse Square Approx. 100x80m The Roadway Approx. 80m Entrance Court Approx. 40m x 50m Masters Court Approx. 40m x 50m Washhouse Court Approx. 20m x 30m Norfolk Garden Approx. 80m x 30m</p>
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Office Space, phone lines, wireless	<ul style="list-style-type: none"> • No Office space (green rooms, break out spaces available) • Wi-Fi available in some rooms
Parking	<ul style="list-style-type: none"> • Available • Spaces at the Charterhouse Square managed by Euro Car Parks
Noise Pollution	<ul style="list-style-type: none"> • Noise pollution on the road at the Charterhouse Square • Primary School at the Charterhouse Square • Some areas with working aircon units and boilers
Residents on site	<ul style="list-style-type: none"> • The Charterhouse is a residential site with Brothers and private tenants living here. • The Charterhouse Events office manages all communication with the Brothers and residents living within the Charterhouse grounds. Clients responsibility is to communicate with businesses and tenants living around the Charterhouse Square and neighbouring areas.
Security	<ul style="list-style-type: none"> • Security required at additional cost to production (over 30 crew)
Rates	<ul style="list-style-type: none"> • Location fee for filming: £350.00 +vat per hour • Location fee for photoshoots: £250.00 +vat per hour • Supervisor (required for all enquiries – one per 20 crew): £25.00 +vat per hour • Exclusive use of indoor spaces and green room: standard venue hire rates apply – see venue hire rates on ‘spaces and rates’ Venue Hire subpage on the Charterhouse website • Museum Closure (Tues – Saturday): £1,800.00 +vat
FACILITIES	
Power on site	<ul style="list-style-type: none"> • Limited • We only allow silent generators on site
Running water	<ul style="list-style-type: none"> • Limited access
Working Toilets on site Male/Female	<ul style="list-style-type: none"> • Available
Catering facilities	<ul style="list-style-type: none"> • In- house catering team and external caterers available
ACCESS	
Directions to your property	<ul style="list-style-type: none"> • From the Charterhouse Square. Main Gatehouse entrance next to Malmaison Hotel
Access restrictions for larger vehicles	<ul style="list-style-type: none"> • Main gatehouse gate: Max height 2900cm Max Width 2700cm
Lifts	<ul style="list-style-type: none"> • No Goods lift or loading bay, passenger lifts only

Recess	<ul style="list-style-type: none">• Easy access for recce
Main restrictions	<ul style="list-style-type: none">• The Charterhouse is first and foremost a living and working community and so all contractors and suppliers must show consideration to the Brothers of the Charterhouse.
PHOTOS	<ul style="list-style-type: none">• Please see the Charterhouse website for images - Venue Hire / Spaces and Rates