



CLARENCE HOUSE OFFICE SPACE & ROOM HIRE BROCHURE



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LEICESTER
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ABOUT US

CLARENCE HOUSE IS A UNIQUE BUILDING BUILT IN 1877, BASED IN THE LEICESTER CITY CENTRE, WERE JUST A 2 MINUTE WALK AWAY FROM THE HAYMARKET BUS STATION AND A 10 MINUTE WALK FROM LEICESTER RAILWAY STATION. PARKING IS A SHORT WALK AWAY AT YOUR LOCAL NCP AND THE HAYMARKET.

AGE UK LEICESTER SHIRE & RUTLAND ARE A LOCAL COMMUNITY BASED CHARITY WITH A HOST OF OFFICE SPACE AND ROOM HIRE, WITH BOTH SHORT AND LONG TERM TENANCYS AVAILBLE. ROOM HIRE IS ALSO AVAILBLE ON AN HOURLY OR DAILY BASIS.

OUR SPACES ARE SERVICED DAILY BY OUR HOUSEKEEPING TEAM AND WE OFFER A MANNED RECEPTION DESK, LIFT AND WC FACILITES TO ALL FLOORS. PUBLIC AREAS TO THE GROUND FLOOR WHICH INCLUDE SEASONS CAFE, CHARITY SHOP, COMMUNITY BASED ACTIVITIES, DISABLED ACCESS AND DISABLED WC FACILITES.

WE MANAGE THE UTILITY BILLS AND MAINTENANCE SO OUR TENANTS CAN FOCUS ON WHAT IS IMPORTANT. ALLOWING OUR TENANTS TO HAVE ONE FIXED KNOWN COST AND NONE OF THE STRESS. ALL THE OFFICES HAVE BEEN DECORATED AND ARE READY TO BE OCCUPIED

LONG TERM TENENTS WILL BE REQUIRED TO INSTALL PHONE AND INTERNET

OUR SPACES - SHORT OR LONG TERM OFFICE SPACE

- THE EVERARD ROOM - 1ST FLOOR LARGE OPEN OFFICE SPACE 60 SQMTR - EASY ACCESS FOR THE PUBLIC IF REQUIRED
- THE SYKES ROOM - 1ST FLOOR LARGE OPEN OFFICE SPACE 44 SQMTR - EASY ACCESS FOR THE PUBLIC IF REQUIRED
- THE WYGGESTON ROOM - 1ST FLOOR LARGE OPEN OFFICE SPACE 50 SQMTR NO PUBLIC ACCESS
- THE BURGESS ROOM 1ST FLOOR MED SIZE OFFICE SPACE 22 SQMTR NO PUBLIC ACCESS
- THE GWEN COOK ROOM - 2ND FLOOR LARGE OPEN OFFICE SPACE 47 SQMTR NO PUBLIC ACCESS
- THE KEENE ROOM - 2ND FLOOR MED SIZE OFFICE SPACE 33 SQMTR NO PUBLIC ACCESS
- THE WYVERNIAN SUIT - 2ND FLOOR LARGE OPEN PLAN OFFICE WITH 2 SMALLER OFFICES LEADING FROM IT AND STAFF ROOM AREA 120 SQMTR NO PUBLIC ACCESS
- THE LODGE - SELF CONTAINED, ALARMED EXTERNAL PORPRTY LOCATED WITHIN CLARENCE HOUSE GROUNDS, COVERING 2 FLOORS. COMPRISING OF KITCHENETTE, STAFF ROOM, 4 OFFICES, WC AND STOREROOM

OUR SPACES - ROOM HIRE AVAILABLE WITH WIFI, PROJECTOR AND SCREEN

GROUND FLOOR ROOM HIRE

- ACTIVITY ROOM GROUND FLOOR - MEDIUM SPACE FOR ALL ACTIVITIES BASED AROUND TABLES, SMALL KITCHENETTE TO ROOM SEATING MAX 20
- CLARENCE ROOM - SECURE LARGE SPACE WITH KITCHENETTE, DINING AREA AND LOUNGE. SECURE DAY ROOM SUITABLE FOR MENTAL HEALTH AND DISABILITY GROUPS SEATING MAX 25
- ONE 2 ONE SPACE - SMALL OFFICE SPACE OFFERING A DESK AND CHAIRS SEATING MAX 3
- SEASONS ANNEX - MED SIZE ROOM LEADING OFF SEASONS CAFE SEATING MAX 35

1ST FLOOR ROOM HIRE

- THE GREAT HALL - LARGE HALL FOR EVENTS, EXERCISE CLASSES, PARTIES AND MORE - MAX 100 SEATED OR MAX 150 PART SEATING
- THE CONFERENCE ROOM MED SIZE MEETING ROOM SEATING 25/30 MAX
- THERAPY ROOM - SALON STYLED ROOM FOR HAIRDRESSING, NAILS, MASSAGE ETC 6 MAX

WHY HIRE/BOOK WITH US

LEASING OR HIRING A SPACE WITH US OR ORGANISING AN EVENT AT OUR CENTRE IS A GREAT WAY TO SUPPORT OUR WORK, WITH FEES REINVESTED INTO THE BUILDING, TO ALLOW VITAL SERVICES TO CONTINUE DELIVERING VITAL SERVICES WITH THE LOCAL COMMUNITY.

OUR SPACES ARE ADAPTABLE AND FLEXIBLE AND WE ENJOY WELCOMING PEOPLE FROM ALL WALKS OF LIFE AND HOSTING ALL TYPES OF EVENTS

BOOKING OUR SPACES

FOR MORE INFORMATION ON ALL OUR SPACES PLEASE CALL OR E MAIL YOUR ENQUIRY TO:

TEL: 0116 299 2233

E MAIL: ENQUIRIES@AGEUKLEICS.ORG.UK

FURTHER DETAILS AND TERMS AND CONDITIONS CAN BE FOUND ON OUR WEBSITE: WWW.AGEUK.ORG.UK/LEICS

SUPPORT US BY FUNDRAISING

WHY NOT CO-ORGANISE AN EVENT IN PARTNERSHIP WITH AGE UK USING OUR SPACE AND KITCHEN FOR A POP-UP EVENT FOR YOUR CLIENTS

IF YOU FUNDRAISE FOR OUR CHARITY DURING THE EVENT WE MAY BE ABLE TO PROVIDE THE SPACE AT A DISCOUNT OR EVEN FOR FREE.

THIS IS A GREAT WAY TO PUT ON AN EVENT AND SUPPORT A LOCAL CHARITY AT THE SAME TIME.

ON SITE FACILITIES AND SERVICES



CAFE & OUTSIDE CATERING

OUR CAFE IS OPEN FROM 8.30AM - 3.30PM MONDAY TO FRIDAY OFFERING HOT MEALS, SANDWICHES, JACKETS POTTOES, DESSERTS, CAKE, HOT AND COLD DRINKS AND MORE

WITH OUR ONSITE "SEASONS CAFE" WE CAN ACCOMODATE HOT AND COLD BUFFETS FOR ALL YOUR EVENTS.

AS A TENANT ON A LONG TERM LEASE WE WILL EVEN OFFER YOU A 10% DISCOUNT IN OUR CAFE

TAKEAWAYS ARE AVLAIBLE

WHY OT POP IN FOR A COFFEE AND GIVE US A TRY !

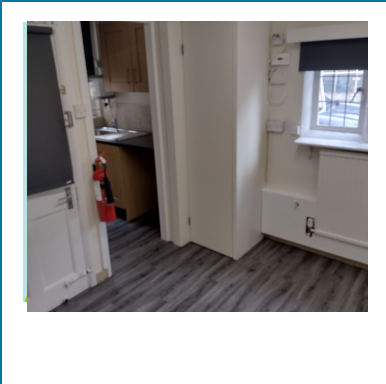
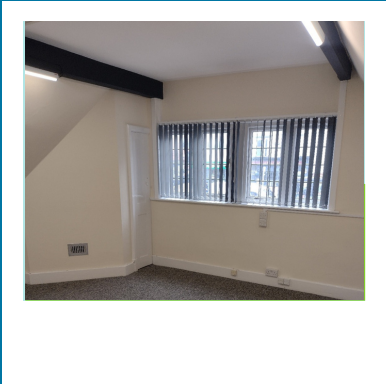
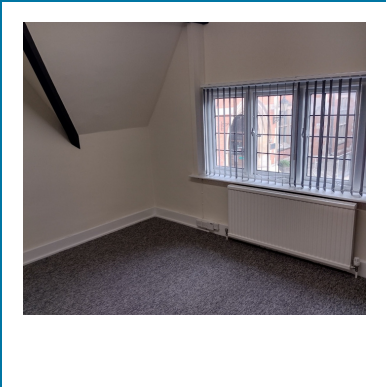
DISABLED ACCESS

ALL PUBLIC AREAS OF CLARENCE HOUSE ARE WHEELCHAIR FRIENDLY OFFERING DISABLED TOILETS ACCESS ON BOTH THE GROUND AND FIRST FLOOR AREAS.

SERVICED SPACES

ALL OUR SPACES AND PUBLIC AREAS ARE MAINTAINED DAILY BY OUR FACILITIES TEAM. WE ALSO OFFER PORTABLE APPLIANCE TESTING, MINOR REPAIRS AND MAINTENCE SHOULD YOU REQUIRE THIS AS PART OF YOUR LEASE PACKAGE

GALLERY - THE LODGE



GALLERY - SPACES

