

EVENT HIRE AT THE ICA



OUR UNIQUE SPACES

NASH & BRANDON



CAPACITY

Nash

Dining: 80

Theatre style: 75 including speakers

Standing: 90

Brandon

Dining: 60

Theatre style: 50 including speakers

Standing: 60

Combined

Dining: 140

Standing: 150

Hired with Upper Galleries: 250

PRICING

Daytime (09:00 – 16:30): £3,000 + VAT

Evening (18:00 – 23:00): £4,000 + VAT

All Day (09:00 – 23:00): £5,000 + VAT





UPPER GALLERIES



CAPACITY

Dining: 60
Standing: 124

Hired with Nash & Brandon: 250

PRICING

Daytime (09:00 – 16:30): £2,000 + VAT

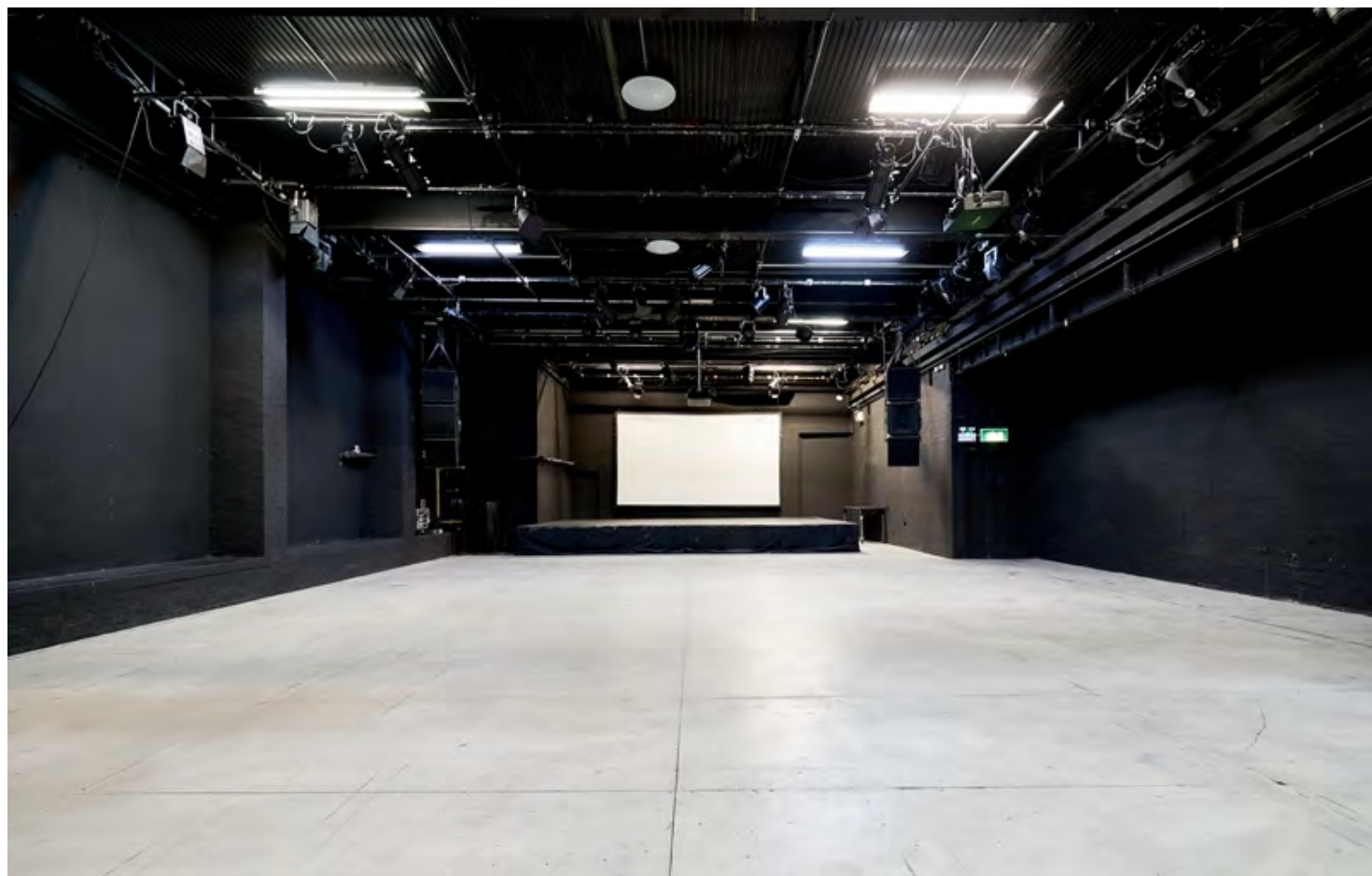
Evening (18:00 – 23:00): £3,000 + VAT

All Day (09:00 – 23:00): £4,000 + VAT

Additional Cost: £1,500 + VAT for furniture removal
(disco balls and pink booths).



THEATRE



CAPACITY

Dining: 200
Standing: 350

PRICING

Daytime (09:00 – 16:30): £4,000 + VAT
Evening (18:00 – 23:00): £5,000 + VAT
All Day (09:00 – 23:00): £7,000 + VAT



ICA BAR



CAPACITY

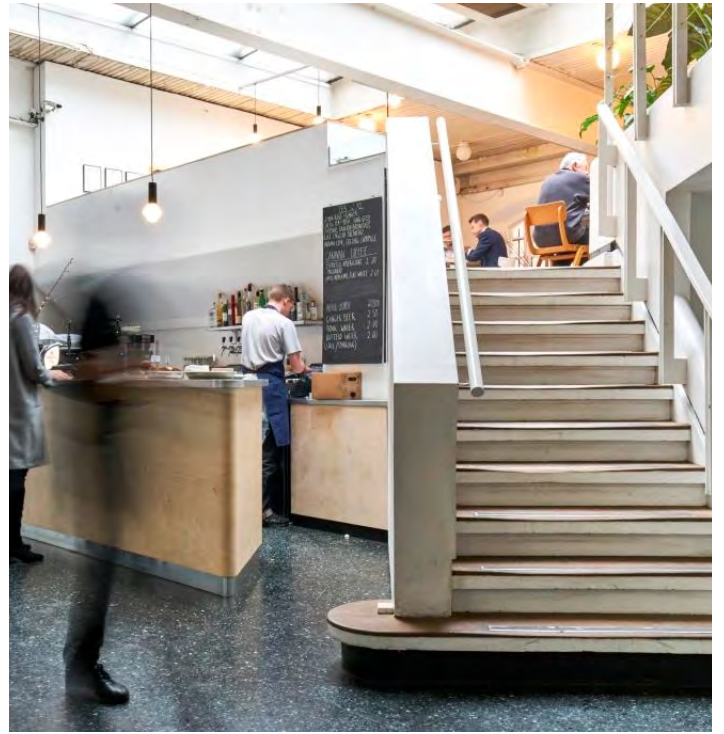
Upper Bar

Dining: 40

Standing: 60

Upper & Lower Bar

Standing: 180



PRICING

Upon request

CINEMA 1



CAPACITY

185

VENUE HIRE TIME RATE

Monday (09:00 – 17:00): £2,500 + VAT
Monday (18:00 – 23:00): £3,000 + VAT
Monday full day: £4,500 + VAT
Tuesday – Sunday (08:00 – 12:00): £1,500 + VAT

Both screens can play DCP, 35mm, Digi Beta,
Blu-Ray, DVD and computer files

CINEMA 2



CAPACITY

45

VENUE HIRE TIME RATE

Monday (09:00 – 17:00): £1,500 + VAT

Monday (18:00 – 23:00): £2,000 + VAT

Monday full day: £3,000 + VAT

Tuesday – Sunday (08:00 – 12:00): £1,000 + VAT

Both screens can play DCP, 35mm, Digi Beta,
Blu-Ray, DVD and computer files

GARDENS



Waterloo Garden East (Seasonal Outdoor Option)
Availability: 1st May – 30th September

CAPACITY

Standing: 150

PRICING

£16 + VAT per person (payable to crown estate via the ICA). Valid until April 2026.

£1,200 + VAT additional room hire fee.

ICA EVENT HIRE ADDITIONAL COSTS

All fees are per day unless specified and subject to VAT.

Please note that all rates listed are based on dry room hire only. Catering, external elements, and any additional production requirements are charged separately, and all costs will be clearly outlined and confirmed with you in advance.

The ICA works with a list of trusted preferred suppliers across catering, floristry, furniture, entertainment and production. We would be delighted to introduce you to our suppliers on enquiry.

For all enquiries: events@ica.art

STAFFING & EXTRAS

Security: £150 per guard (per 6 hours)

Charged at the ICA's discretion. Events requiring security will be notified during contracting.

Please note: use of the ICA balconies will require a guard per balcony.

Cloakroom: £150 (per 6 hours per 80 guests)

Includes cloakroom rails and an attendant.

Mid-Event Cleaning: £150

All hires include a daily post-event clean and regular bathroom checks.

Use of in-house furniture: crew cost upon request

NASH HOUSE AV / TECH

Basic Technician Package: £350

Includes a technician for the live event and access to ICA in-house equipment (subject to availability):

- Plasma screen
- Projector
- Microphones
- PA system (for playlist use)
- DJ setup
- 12 x uplighters with colour change

Full specifications are available in the Event Bible. Please note that use of the in house equipment is not permitted without an ICA tech present.

Nash & Brandon Hanging System:

Price upon request

Further details can be found in the Event Bible.

NASH HOUSE AV / TECH

Minimum Technician Fee applied to all theatre events: £500

Includes (subject to availability and upon request):

- PA system (for playlist or talks)
- Projection screen
- Basic lighting setup (pre-programmed)
- Microphones

Complex theatre setups priced upon request.

CINEMA AV / TECH

Included in Cinema Pricing:

1 x Technician to oversee the hire and deliver the screening using in-house equipment.

If an additional technician or hired-in equipment is required, this will be communicated and charged accordingly.

PRODUCTION

Preferred Supplier: KMC

KMC, represented by Kirsteen, is a trusted in-house producer with an in-depth understanding of the ICA's operational complexities. As the ICA is an older and architecturally intricate building, Kirsteen's experience and familiarity with the space are invaluable to ensuring seamless production. She is highly capable of working independently or in collaboration with external production companies. Kirsteen's fees will be outlined during the initial planning phase and charged accordingly.

– Alternative Suppliers:

Must submit RAMS and all Health & Safety documentation at least 2 weeks in advance for ICA approval.

– On-Site Production Manager:

The ICA reserves the right to appoint and charge for an on-site Production Manager if deemed necessary. This requirement typically applies to complex production setups, events involving multiple external suppliers, or hires spanning multiple spaces. The presence of a dedicated Production Manager ensures smooth coordination and the protection of the venue's infrastructure.

MULTISPACE HIRES

Hires that span more than one ICA space will incur additional fees, to be priced upon request.

