# IO Greek Street

Inspiring events happen here

### **THE SPACE**

19 Greek Street is a six floor Victorian townhouse nestled among the sought-after private members' clubs, hip bars and restaurants, and trendsetting boutiques of Soho in central London.

The space offers a flexible layout, which lends itself brilliantly to pop-ups, product launches and brand presentations, as well as gallery shows for art and design.

#### Location:

#### 19 Greek Street, London, W1D 4DT

Closest stations:

Floors: Total available space:

Access hours:

Included with the hire:

Tottenham Court Road / Leicester Square

Six 300 sqm

08:00-24:00

SONOS speakers throughout, 200Mb Fibre optic broadband, Air Conditioning, Back of house basement with kitchenette, cloakroom facilities, Waste disposal, etc

£3000+VAT per day



Hire fee:

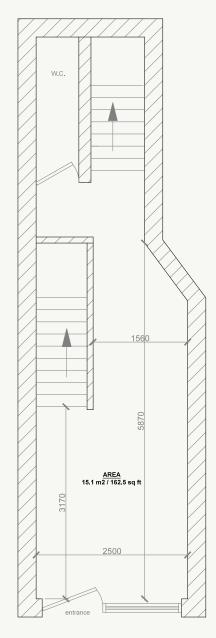


## **GROUND FLOOR**

### Reception + WC



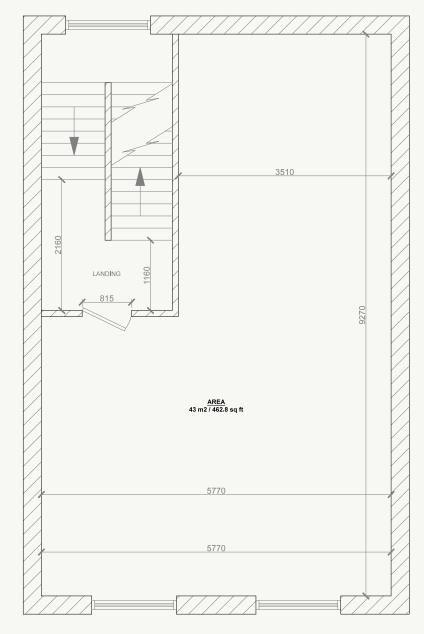




02 - GROUND FLOOR PLAN Scale 1:20

# 1<sup>ST</sup> FLOOR





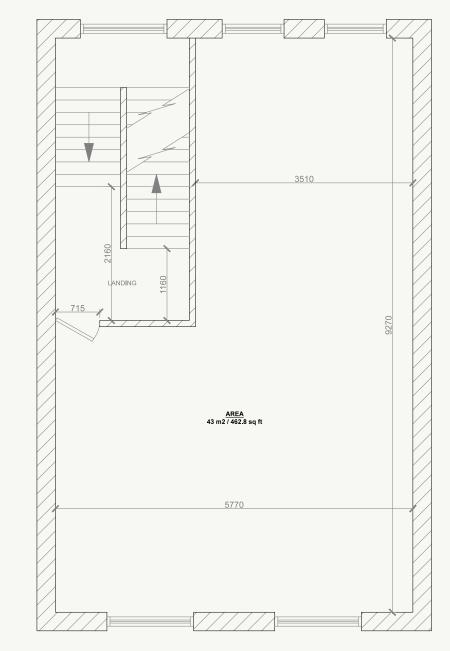
03 - FIRST FLOOR PLAN Scale 1:20





### **2<sup>ND</sup> FLOOR**





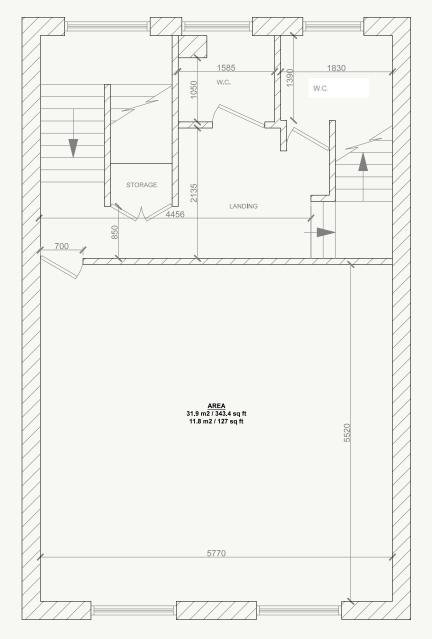
04 - SECOND FLOOR PLAN Scale 1:20





### **3<sup>RD</sup> FLOOR**





<sup>05 -</sup> THIRD FLOOR PLAN Scale 1:20





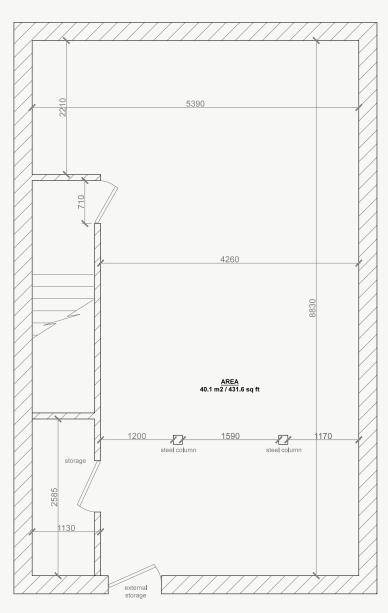


<sup>06 -</sup> FOURTH FLOOR PLAN Scale 1:20









01 - BASEMENT FLOOR PLAN Scale 1:20

### A BLANK CANVAS THAT TURNS INTO ANYTHING

We pride ourselves on offering our clients full flexibility in customising the space to meet their specific needs, including alterations such as drilling into walls and ceilings, installing vinyls on walls, ceilings, and windows, as well as painting to transform the space. Even the facade can be altered, ensuring a fully branded and immersive experience for your event. See examples from previous events on the following pages.























Some of our past and present clients:



### **TERMS & CONDITIONS**

#### Terms of Payment

Full payment of the Total Hire Fee (the Venue Hire Fee plus VAT) is to be received no later than 10 (ten) working days prior to the commencement of the Hire Period.

#### Security Bond

In addition to the Total Hire Fee, a Security Bond is due upon signing of our Contract for Hire. A booking will be considered confirmed when payment of the Security Bond has cleared in the Owner's bank account. The Bond is held for security purposes, to cover potential damages, necessary reinstatements and other additional charges detailed in our Contract for Hire. Unless contested, this Bond will be returned to the Hirer within 10 (ten) working days following the end of the Hire Period. If contested, the Bond will be returned less any deductions.

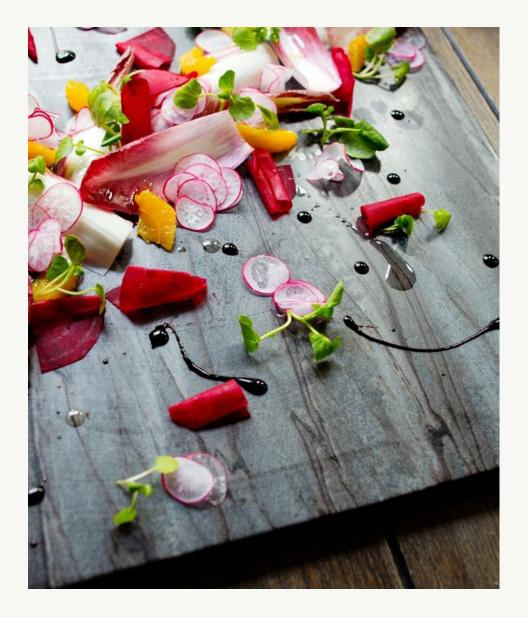
Full Hire fee amount excl. VAT:	Security bond amount:
<£5,000	£1,250
£5,000 - £9,999	£2,500
£10,000 - £24,999	£5,000
£25,000 >	£10,000

#### **Cleaning & Reinstatement Costs**

A compulsory service fee is applied to all bookings to cover post event cleaning and reinstatement of The Premises. Cleaning is  $\pm 150 + VAT$ . The handyman is charged at  $\pm 30 + VAT$  per hour + cost of materials with a minimum booking of 2 x handymen for 3h. The final cost is dependent on the state of which The Premises is left. The charges will be deducted from the Security Bond, unless otherwise specified and agreed. Any repairs of damages incurred to The Premises during the Event, or other works/services needed due to negligence of The Hirer which fall outside the expectations of reasonable wear and tear will be discussed and quoted for separately.

Approximate reinstatement times below, for reference only:

Level of reinstatement:	Light	Medium	Heavy
1 floor hire	3 hours	4 hours	5 hours
2 floor hire	4 hours	5 hours	6,5 hours
3 floor hire	5 hours	6,5 hours	8 hours
4 floor hire	7 hours	9 hours	11 hours



### **ADD ON SERVICES**

#### PROVIDED BY US OR OUR PARTNERS - PRICED ON REQUEST

- On Site Production Assistant
- Catering
- Security
- Handyman
- Cleaning

+ more. Don't hesitate to ask, we are here to help!