HOME offers private film screenings and hires for presentations in our cinemas.

For film screenings, the relevant distributor will charge for the rights, this cost will be added to your final invoice.

Seating capacity:
- **Cinema 2** – 147 + 2 wheelchair spaces
- **Marina’s Cinema** – 58 + 1 wheelchair space
- **Cinema 4** – 33 + 2 wheelchair spaces
- **Cinema 5** – 36 + 2 wheelchair spaces

Private film screenings and hires are allocated a **two-hour slot**. The hire fee covers the use of the cinema as well as Projection and Front of House staff if applicable.

The following formats are utilised to show films at HOME:
- DCP (Digital Cinema Package) / Blu-Ray / DVD / DigiBeta.

For presentations, please ensure your laptop has HDMI or Thunderbolt.

Cinema hire includes: Free Wi-Fi, Lectern, roving or headset microphones.

**Cinema 1 – 227 + 4 wheelchair spaces, price on application.**

Set up time MUST be included in the above.

Cancellation Policy – if the hire is cancelled by the customer, the following amounts will be due:
- Less than 14 days’ notice in writing – 100% of hire fee due
- 14-30 days’ notice in writing – 75% of hire fee due
- 30+ days’ notice in writing – 50% of hire fee due

Contact: hires@homemcr.org / 0161 212 3436
Event Space Hires

Our 2nd floor, glass-fronted Event Space is an ideal venue for meetings, presentations and training courses during the day as well as corporate hospitality, networking and social events in the evening.

Examples of room layouts and maximum capacities:

- **Boardroom** – Up to 25 people
- **Theatre** – Up to 80 people (see picture)
- **Workshop** – Up to 9 trestle tables with 6 chairs at each table (up to 54 people)
- **Classroom** – Up to 9 trestle tables with 5 chairs at each table (up to 45 people)
- **Party** – Up to 99 people

The Event Space contains a fully-stocked bar and for a day hire, we can also include our Cinema Bar as a breakout space.

**Contact** hires@homemcr.org / 0161 212 3436
Event Space Hires - Prices

A 10% non-refundable deposit confirms your booking.
Cancellation Policy – If the hire is cancelled by the customer, the following amounts will be due:
Less than 14 days’ notice in writing – 100% of hire fee due
14-30 days’ notice in writing – 75% of hire fee due
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Event Space

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<tr>
<th>Monday – Friday</th>
<th>Saturday</th>
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<tbody>
<tr>
<td>9:30 – 13:30 or 14:00 – 18:00</td>
<td>10:00 – 13:30 or 14:00 – 17:00</td>
<td>11:00 – 14:00 or 14:00 – 17:00</td>
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<tr>
<td>£350 +VAT</td>
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<td>£600 +VAT</td>
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<td>18.00 – 23.00</td>
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<td>£350 +VAT</td>
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<td>8:30 arrival</td>
<td>Additional hour after 10:00</td>
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<td>£100 +VAT</td>
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<td>Additional hour after 9:30am</td>
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<td>£75 +VAT</td>
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Exclusive use of Terrace (can only be booked with Event Space)

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Please note – your set up time MUST be included in the times above.

Contact hires@homemcr.org / 0161 212 3436
Event Space Hires - Equipment

Equipment included within the standard hire:

- 70-inch 4k Ultra HD LED TV – connects with HDMI, VGA, Apple Mini Display
- 5000 Lumens Projector – connects with HDMI
- Motorised Projection Screen 350cm (W) x 220 (H) 16:10 ratio
- 1 x 8 Channel Mixing Desk
- 1 x VUE audio Technik sound system comprising of:
  - 1 x Pair of 1-8 Compact Full Range Active Speakers
  - 1 x is-26 Compact Surface mount Subwoofer
  - 1 x iPod/Music connection to system
- Wireless microphone
- Flip charts with pens
- Lectern
- Coat rails
- Free Wi-Fi

Contact hires@homemcr.org / 0161 212 3436
Private Hires – Frequently asked questions

What information do you need from me?
To enable us to supply you with an accurate quotation, please provide our Event Team with date/day, start and end time, name of film or length of hire (including set up time) and number of attendees.

Is there parking?
There is a Q-park next to HOME, there is the option to validate your parking ticket at the box office, this will give you and your guests a 25% discount.

Do you have anywhere to unload large deliveries?
We can accept deliveries at the back gate on Whitworth Street West, please be aware that like most modern buildings, storage space is extremely limited, it is best to discuss your requirements with the Events Team first.

Can we decorate the spaces?
Yes, provided that all decorations are non-flammable, non-marking, removed at the end of your event and nothing is stuck to paint work.

Is HOME accessible?
There are three levels to the building, including the ground floor and these are all accessible via a lift. There are accessible toilets on all levels and Gender-Neutral Toilets are located on the Ground Floor. We have audio induction loop systems at our Box Office and in our cinemas and theatres. Visitors with hearing aids may also want to take advantage of the Sony Wi-Fi audio amplification available in our cinemas and the Sennheiser Infra-red amplification available in our theatres. If you have any further requirements, please discuss them with us ahead of your event.

Here is a non-exhaustive list of private hire events we do not host at HOME:
Charity fundraising events, paid for ticketed film screenings or theatre shows, live sports, private sit-down dinners, festivals or fairs, parties for teenagers, 18th & 21st birthday parties.

Do you pay commission to agencies?
HOME does not pay commission to agencies.

Short notice bookings
We require at least 4-weeks’ notice to be able to schedule a private hire in the cinemas and 6-9 months for the theatre.

Do you allow corkage?
We don’t allow corkage for events, we have a variety of packages that include a discount, please speak to the Catering Team for details.

Can we bring our own catering?
We don’t allow external catering. We have an extensive function menu and are always happy to discuss options with you.

Other
The hirer may not use the name “HOME” or “Greater Manchester Arts Centre”, in any of its advertising or publicity for the event (other than describing the location of the event) without the prior written approval of HOME.