

KACHETTE



www.kachette.com

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SPACE & CAPACITIES

SPACE	MEASUREMENTS	STANDING	BANQUET	THEATRE
Arch 1	2,500sq ft	200	120	150
Arch 2	2,000sq ft	150	115	120
Total Hireable Space	4,500sq ft	330 + Staff	235	310

FACILITIES

POWER

- Arch 1 – 4x32 Amp single phase
- Arch 2 – 4x32 Amp single phase

It is essential that you carefully consult Electrical Plans as part of your pre-event planning. We require you to clearly inform us of power requirements in advance. Clients must ensure that all electrical items bought into the venue for use are PAT tested and within date.

HANGING TRUSS

- Arch 1 – 2 x Tri-Truss – 500kg load per truss
- Arch 2 – 2 x Quatro-Truss – 500kg load per truss

You are encouraged to use the installed trusses, however we also ask you to remove excess tapes off the truss and leave no dog-ears. Any in-house lighting and/or audio rig must be returned to its original state and position.

FIXING TO WALLS AND COLUMNS

It is the Client's responsibility to return the hired area(s) to original state.

Any and all fixings to walls & pillars must be discussed in details with the venue and listed on your submitted plans. Tension wires are provided along the walls and arches for the client use. These are tested between 60 and 100kg and are useful for hanging frames, photographs, paintings etc.

We ask clients to refrain from drilling into our walls and we also discourage the use of production tapes on the walls as they are inclined to leave residue or peel off paint. We also recommend the use of masking tape underneath gaffer tape to protect the flooring.

TOILETS

The toilets will be clean and tidy upon arrival and stocked with basic soap, hand towels and additional toilet paper. You may dress the toilets with your own supplies as required. Please do not place candles in the toilets, as it is a fire hazard.

WATER, HEATING & VENTILATION

The production office on the mezzanine level is equipped with hot and cold water. Cooling fans are available on request. Water available outside via an external tap – no hose provided.

... FACILITIES

WI-FI

High-speed wireless broadband is available in both arches with streaming capabilities.

100Mb Dedicated Fibre Internet Service (100Mb Symmetrical).

For anything other than casual usage it is strongly recommended that a technician is consulted. Good speeds come into the building but it is imperative to ensure that the line is optimised for the intended use.

Services provided at an additional cost:

- **Phone consultation to establish requirements with technicians**
- **Remote install/configuration of the line:**
- **Onsite install & configuration (including hardware & cabling)**

SPECS

LIGHTING & AUDIO SPEC

Arch 1:

Lighting:

- 1 x 3CH Dimmer
- 2 x 10m Festoon on truss
- 21 x LED pinspots on truss
- 1 x Source 4 Profile Junior with glass gobo holder (Size M)

Audio:

- 6 x Nexo PS 10
- 2 x Nexo LS 1200
- 1 x Nexo PS 10 Processor
- 1 x Lab.gruppen Amp
- * 2 channels (2 x XLR & 2 x 4LN speakon inputs)

Arch 2:

Lighting:

- 2 x Fresnel
- 4 x Source 4 Profile wide angle with metal gobo holder (Size B)
- 1 x 6CH Dimmer
- 10 x Uplighter

Audio:

- 2 x NCA Asym2 Full range speakers
 - 2 x NCA VSB215 sub speaker
 - 1 x C-Audio FOH amp rack
 - 1 x DBX Dual compressor
- 1 x Soundcraft EPM12 audio mixer
1 x Klark Technic SQ1 31 band graphic EQ

**** PRICES & ADDITIONAL EQUIPMENT LISTED ON PAGE 8**

BILLBOARDS SPECS

Two large billboards on either side of the main entrance are available for hire. The banners can be printed on PVC or canvas. The design should to be provided in high res PDF - 300dpi - at 10% of final size, 10 days before the hire.

Measurement: 4800mm x 2400mm with eyelets every 250mm.

LICENSE & VENUE POLICIES

ENTERTAINMENT LICENSE

Kachette has a full Entertainment License for regulated entertainment. This applies to:

- Sale and serving of alcohol
- Performance of plays
- Live Music
- Recorded music
- Exhibition of films
- Performance of dance
- Facilities for dancing
- Serving of hot food and drinks

License Number: LBH-PRE-T-1466

Times: Monday to Sunday / 10:00 – 00:00

SOUND LEVELS

Live Music and DJs are permitted but sound levels must not exceed 98dBC in Arch 1 and 105dBC in Arch 2 and comply with the Code of Practice on the Environmental Noise Control at Concerts (1995) for indoor venues. If the type of sound is audible externally even at the stated level, the onsite manager will ask for this to be reduced.

CLEANING & WASTE

Please ensure all areas are left clean following an event. Any catering waste must be taken off site or disposed in the bins at the back of the venue and strictly in bin bags. Ice and water can be disposed of carefully in the specified area. Ice must not be disposed of in any of the foundations toilets.

2 mini skips (1,100 liters each) are situated in the courtyard area. Any waste left on site will be subject to a minimum charge of £40.

SMOKING POLICY

Smoking is not permitted anywhere in the building. It is the responsibility of the client that they ensure a safe and operable area is made available to all smoking guests. The recommended smoking area is to the right of the main entrance on Old Street.

INSURANCE

A valid copy of the hirer's & event organizer's Public Liability & Employers Liability Insurance certificates confirming a minimum cover of £5 million must be filed before the hire period commences. Loose Fingers Ltd has Public Liability & Employers Liability Insurance (Available upon request).

It's our responsibility to make sure all our clients have their own Public Liability Insurance. See link below and forward us a copy of the confirmation 48 hours before the event day:

<http://www.eventinsurancedirect.co.uk/one-day-event-insurance>

CREWING & MARKETING RIGHTS

PERSONNEL & CONTACT NAMES

We require the client to select a sole contact for running of the whole event. Please provide us with a full list of on-site personnel and contact numbers (especially mobile numbers). This is for both security and courtesy. As stated in the Terms and Conditions the Events Office must receive this no later than 24 hours before the event.

A fully qualified event organizer must be employed. For any event that fails to provide management contact details to our events office 14 days prior to the event Loose Fingers Ltd reserves the right to cancel.

IN HOUSE CREWING

A Duty Manager must be on site throughout any event. The following can all be provided at an additional cost. All prices exclude VAT.

- SIA security £17.00 p/h
- Events Manager £20.00 p/h
- Cloakroom attendant £12.50 p/h
- Door / Guest list Staff £15.00 p/h
- During event cleaning £12.50 p/h
- Rigger & Technician From £144

CONTRACTORS

Kachette expects all contractors to act responsibly within the space and be agreeable to on site suggestions and advice given by the Duty Manager.

SECURITY SERVICES

All events must provide on site security for the duration of the event to be arranged through Shoreditch London. For events in duration of longer than 5 days it is required that the client pays directly to our sole supplier.

PHOTOGRAPHY

Kachette reserves the right to take photographs of each event environment and use them to demonstrate the success and versatility of the venue. Please inform us if you do not wish your guests to be included in such photographs.

MARKETING

For any marketing enquiries please contact Travis on travis@shoreditch.com or 0207 033 9006.

IN HOUSE KIT AVAILABLE FOR HIRE

Prices exclude VAT // PACKAGES ARE AVAILABLE UPON REQUEST // All items to be installed by the hirer.

AUDIO VISUAL			
Product	Description	Qty	Hire Price
Sound System / Arch 2	Noise Controll Audio Sound System – Specs on page 3	1	£200
Audio Package / Arch 1	1 x Soundcraft EPM12 audio mixer 1 x Klark Technic SQ1 31 band graphic EQ 1 x Sennheiser XSW35 with Transmitter / Cordless	1	£85
Projectors	1 x EPSON EB-G5600 / XGA Resolution / LCD / 4500 Lumens 1 x EPSON EB-G5450WU / HD Resolution / LCD / 4000 Lumens	1 of each	£250 each + Rigging costs
CDJs	Pioneer / Multi Player / CDJ – 2000 Nexus	2	£80 each
DJ Mixer / Nexus	Pioneer / Professional Mixer / DJM – 900 Nexus	1	£80
LIGHTING			
Product	Description	Qty	Hire Price
Uplighters	Standard up lighters with different colour gels	14	£12.50 each
Flood Lights	500w Black Halogen Flood Light	3	£12.50 each
Disco Lights / Arch 1	Sound-controlled gobos with built-in microphone	1	£40
Gobo Profile	Souce 4 Profile Junior with glass gobo holder and personalised gobos	2	From £100 each
EXTRAS			
Product	Description	Qty	Hire Price
Staging / DJ Riser / Bar	Steel deck / 8x2ft with 1ft, 3.5ft OR 3.10ft legs w/black draping	3	£50 each
Disco Ball / Arch 2	50cm Discoball with motor and spot light	1	£50
Disco Ball / Arch 1	30cm Discoball with motor and spot light	1	£30
Cloakroom	Separate room with 4 rails, hangers, tickets	1	Included with the hire of both arches or £150 if only Arch 1 is hired
Draping	Durably fire retardant wool serge	Various sizes	£60 each
Cooling Fan	Industrial Fan - Airflow Capacity: 7260m ³ /hr	4	£40
Courtyard Catering Facilities	1 x 3-Phase Power Distro box with cabeling 1 x 3x3m Heavy Duty Gazebo	1	£200 Appliances not included

RECOMMENDED SUPPLIERS

We work with a wide range of recommended suppliers. Please talk to a member of the Events Team about your requirements, and we can help point you in the right direction and make any necessary introductions.

You can contact us on info@kachette.com, or call the office on 020 7033 9006.

CATERING

Please be aware that cooking is not permissible inside the premises.

You are welcome to use the courtyard area to situate your catering facilities but please note public that activities in the courtyard can be authorised up until 9pm.

No forms of flammable gas or liquids are permissible within the premises and all electrical items must be PAT tested before bringing into the venue. Electric ovens, hot cupboards and warming plates are permitted inside the arches at the discretion of the Venue Manager.

It is recommended for hot catering to be situated in the courtyard with a 6x3m gazebo cover at an additional cost but clients are welcome to bring their own cover.

A 32amp 3-phase distro box for the courtyard can also be provided at an additional cost. This is generally required if you have more than 2 cooking and/or heating appliances, and has to be utilised under the supervision of a technician. A list of all electrical appliances must be provided prior the event.

There is drinking water available outside via an external tap – no hose provided.

PREFERRED SUPPLIERS

Chef Events
www.chefevents.co.uk
0772 533 7661

The Arrangers
www.thearrangers.net
helpme@thearrangers.net
07429 633831

Alexander & Bjorck
www.alexanderandbjorck.com
020 3457 1700

The Food Initiative
www.thefoodinitiative.com
0771 0024 616

Humdingers
www.humdingers.org.uk
020 7729 6644

SAFETY REQUIREMENTS & RESTRICTIONS

HEALTH & SAFETY

It is a condition of entry onto the premises that every event organizer, contractor, sub-contractor supplier and their agents comply with the Health and Safety at Kachette.

EMERGENCY EVACUATION PROCEDURES

Kachette has a full Fire Safety Strategy and full floor plans that state the locations of all fire exits. Please advise us if you require a copy of this Strategy.

FIRE EXTINGUISHERS & EXITS

The Fire extinguishers are provided in accordance with BS5306: Part 3 and Part 8. These standards outline the minimum requirements for the number and distribution of portable fire extinguishers within the building. Please ensure fire exits are kept visible, unobstructed and clearly marked at all times. If you require additional fire extinguishers please advise us in advance of your event.

FIRST AID FACILITIES

A first-aid kit is kept in the upstairs office.

WATER, FIRE, COMPRESSED AIR, GAS & ANIMALS

It is your responsibility to advise us of any potentially hazardous elements of your event plan. For example, water filled ponds, compressed gas cylinders, naked flames, live animals all present significant logistical and safety issues.

To a lesser extent cooking oils, condensation from ice bins, melt from ice sculptures, spilled drinks, broken glass, staining from fallen petals and stamens may also present problems.

CANDLES

All candles must sit inside either glass votive or storm lanterns, with the rim of the glass standing higher than the top of the flame. Heat protective material must be placed beneath the candles. The candles must be manned at all times. Candles are not permitted in the toilets or cloakrooms.

PYROTECHNICS & FIREWORKS

These are not permitted inside our premises.

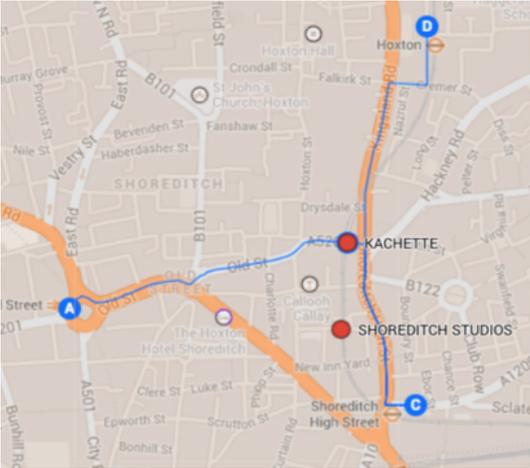
LOCATION, TRANSPORT & PARKING

JBE & OVERGROUND

Id Street Tube Station
verpool Street Station (National Rails also)
oreditch High Street Station
oxton Station

JSES

42, 35, 26, 48, 55, 243, 149, 67, 47, 78, 135, 205



For more information on bus routes please visit: www.tfl.gov.uk

PARKING

Please be aware that we can provide THREE parking spaces at any one time during load in & out. During show time these will be reduced to ONE or TWO due to fire regulations, and please note that this includes space for catering and /or bar facilities.

Several local car parks are available.
Colywell Lane, EC2A 3ET // Monday to Friday, 06:00 – 19:00



CP Great Eastern Street, EC2A 3ER // Monday to Friday, 5:00 – 20:00 // Saturday & Sunday, 7:00 – 19:00

VENUE ACCESS

PUBLIC ENTRANCE

Kachette
347 – 349 Old Street,
EC1V 9LP

LOADING & UNLOADING DELIVERIES

Whatever the circumstances, the needs of local residents are of paramount importance. The limited hours of operation and the restrictions regarding excessive noise are the basis of our good standing with our neighbors.

First roller shutter on your left coming from Kingsland Road.

Drysdale Street
N1 6NA

Roller shutter dimensions: Width: 3.6m; Height: 3.5m

15m loading bay opposite the main entrance on Old Street and 10m loading bay on Kingsland Road (80m away from the shutter entrance) can be utilised for small deliveries. Please note these are public spaces and we CANNOT guarantee they will be available at the time of your arrival

All deliveries to the venue are to occur within the negotiated hours of the venue hire, unless previously arranged with the events office. Deliveries should be clearly marked with: event name, contact name and mobile telephone number.

COLLECTIONS

All products, press packs, tools, materials, hired equipment and waste are to be collected right after the event and should be clearly marked with the carrier's name, destination, clear description of the consignment, contract name and mobile telephone number.

Kachette cannot accept any responsibility for collections of equipment remaining on the premises after the event and we may charge for storage of these items after the event venue hire.

Late collections can be arranged with the events office at an additional hourly cost. Anything before or after this time will be considered overtime.

DISABLED ACCESS

Both arch spaces are fully accessible for wheelchairs. Arch 1 has a fully equipped toilet for disabled access.