



# MEETINGS & Conferences



## MEETINGS & Conferences



### Blackfriars LONDON EC4Y

CARS	4 people
INFINITY	4-6 people
LEGO	6 people
HOT AIR BALLOON	8 people
UNDER THE SEA	8-10 people
TRAIN	12 people
SPACE	12 people
SAFARI	20 people
BALLOON	40 people

[View Location](#)



### Liverpool Street LONDON EC2M

CASH	8 people
DICE	5 people
BOARD	5 people
HOUSES	6 people
ELECTRIC CO	8 people
BANK	12 people
THE STATION	12 people
CHANCE 1	14 people
CHANCE 2	14 people
MEETING ROOM COMBO 1	28 people
COMMUNITY CHEST 1	20 people
COMMUNITY CHEST 2	16 people
COMMUNITY CHEST 3	16 people
EVENT ROOM COMBO 1	36 people
EVENT ROOM COMBO 2	32 people
EVENT ROOM COMBO 3	52 people

[View Location](#)



### Monument LONDON EC3R

BUOYS	4 people
SALOON	4 people
ENGINE	4 people
SAILS	6 people
SINGLE ANCHOR	6-8 people
STARS	8 people
CABIN	8 people
HULL	10 people
KEEL	12 people
KNOT	12 people
DOUBLE ANCHOR	12-16 people
STATE ROOM	20 people
TRIPLE ANCHOR	18-24 people
QUADRUPLE ANCHOR	24-32 people
ALL ANCHORS	32-80 people

[View Location](#)



### St. Paul's LONDON EC1A

AUSTEN	4 people
TOLKIN	4 people
BRONTË	4 people
DICKENS	6 people
SHAKESPEARE	12 people
ORWELL	16 people

[View Location](#)



### Waterloo LONDON SE1

CHESHIRE CAT	4 people
ALICE	6 people
TWEEDLE DUM & TWEEDLE DEE	8 people
SINGLE WHITE QUEEN	8 people
MAD HATTER	10 people
WHITE RABBIT	
QUEEN OF HEARTS	20 people
SINGLE WHITE QUEEN 2	12 people
DOUBLE WHITE QUEEN	20-30 people
TRIPLE WHITE QUEEN	28-40 people

[View Location](#)

# OSiT

Blackfriars

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LONDON EC4Y

## **22 Tudor Street, Blackfriars, unlike any other workplace you've seen.**

This spacious, modern business centre has interiors that are intended to enhance and encourage a culture of positivity! This exciting centre is conveniently located in the City of London, just a 4-minute walk from Blackfriars underground and mainline station.

Within the building there are ten imaginatively themed meeting rooms that will transport your team beyond the stars, under the sea and into the world of nostalgia. They have been purposely designed to boost productivity, wellness and above all, happiness!

The spaces include unique features such as hot air balloons, mermaids and model train sets.



[Location Index](#)



### BLACKFRIARS - CARS

4 £42 £160 £260

[BOOK NOW](#)



### BLACKFRIARS - INFINITY

4-6 £42 £160 £260

[BOOK NOW](#)



### BLACKFRIARS - LEGO

6 £68 £260 £450

[BOOK NOW](#)



### BLACKFRIARS - HOT AIR BALLOON

8 £74 £270 £480

[BOOK NOW](#)

Key: Seats Hour Half Day Full Day





## BLACKFRIARS - SAFARI



20



£156



£550



£950

PLEASE CALL

Key:



Seats



Hour



Half Day



Full Day





### BLACKFRIARS - UNDER THE SEA

10 
 £105 
 £400 
 £700

BOOK NOW



### BLACKFRIARS - TRAIN

12 
 £126 
 £500 
 £800

BOOK NOW



### BLACKFRIARS - SPACE

12 
 £126 
 £500 
 £800

BOOK NOW



### BLACKFRIARS - BALLOON

40 
 £630 
 £1,134

PLEASE CALL

Key: Seats Hour Half Day Full Day

# OSiT

Liverpool Street

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LONDON EC2M

## Do you have great focus, superb strategy and expert negotiation skills?

Sounds like a true business leader... or a Monopoly champion!!

That's right! Here at Liverpool Street we have 12 meeting rooms inspired by locations on this popular board game and in our wonderful City. This centre is just a 3 minute walk from Liverpool Street mainline station with nearby underground links at Liverpool Street, Moorgate and Bank.

From rooms that can host team catch up's to training spaces for up to 100 delegates, available with multiple conference room layout styles. Don't pass GO on this one.



[Location Index](#)





## LIVERPOOL ST. - BANK



12



£150



£448



£800

[BOOK NOW](#)

Key:



Seats



Hour



Half Day



Full Day





LIVERPOOL ST. - CASH (SOFT MEETING ROOM)

 4
  £40
  £168
  £300

BOOK NOW



LIVERPOOL ST. - DICE

 5
  £65
  £235
  £420

BOOK NOW



LIVERPOOL ST. - BOARD

 5
  £60
  £230
  £410





BOOK NOW



LIVERPOOL ST. - HOUSES

 6
  £65
  £235
  £420

BOOK NOW

Key:  Seats  Hour  Half Day  Full Day

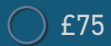




### LIVERPOOL ST. - ELECTRIC CO



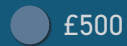
8



£75



£280



£500

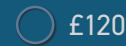
[BOOK NOW](#)



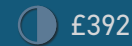
### LIVERPOOL ST. - THE STATION



12



£120



£392



£700

[BOOK NOW](#)

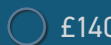


### LIVERPOOL ST. - CHANCE 1

(Various layouts available)



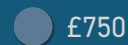
14



£140



£420



£750

[BOOK NOW](#)

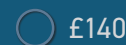


### LIVERPOOL ST. - CHANCE 2

(Various layouts available)



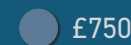
14



£140



£420



£750

[BOOK NOW](#)

Key: Seats Hour Half Day Full Day





### LIVERPOOL ST. - MEETING ROOM COMBO (Various layouts available) (Chance 1 and 2)

28
 £784
 £1,400

[BOOK NOW](#)



### LIVERPOOL ST. - COMMUNITY CHEST 1 (Various layouts available)

20
 £180
 £560
 £1,000

[BOOK NOW](#)



### LIVERPOOL ST. - COMMUNITY CHEST 2 (Various layouts available)

16
 £160
 £500
 £800

[BOOK NOW](#)



### LIVERPOOL ST. - COMMUNITY CHEST 3 (Various layouts available)

16
 £160
 £500
 £800

[BOOK NOW](#)

Key: Seats Hour Half Day Full Day



## LIVERPOOL ST. - EVENT ROOM COMBO

(Various layouts available)  
(Community Chest 1 and 2)

36

£1,000

£1,800

BOOK NOW



## LIVERPOOL ST. - EVENT ROOM COMBO

(Various layouts available)  
(Community Chest 2 and 3)

32

£900

£1,600

BOOK NOW



## LIVERPOOL ST. - EVENT ROOM COMBO

(Various layouts available)  
(Community Chest 1,2, and 3)

Up to 100

£1,400

£2,400

BOOK NOW

\*Up to 100 dependant on the layout


Key: Seats Hour Half Day Full Day





LIVERPOOL ST. - MR.M's CABINET OF CURIOSITIES  
Please get in touch for more details.

GET IN TOUCH

Key:  Seats  Hour  Half Day  Full Day

# OSiT

## Monument

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### LONDON EC3R

#### **Monument is our Flagship centre, quite literally!**

Inspired by the luxury of Sunseeker yachts, this nautical themed building is the perfect location to host your next meeting. It's a short walk from a number of underground stations including Monument, Cannon Street, Bank, London Bridge, Fenchurch Street and Tower Hill.

With a choice of 15 exceptional meeting rooms to help you set sail to those all-important business ideas, our rooms can host between 4-80 delegates. Suitable for team Captains or the whole crew! You can also head up to The Deck and enjoy our rooftop bar/café overlooking the Thames.

The outside space and tranquil design in this centre will improve teamwork - The quay to success!



[Location Index](#)





### MONUMENT - STARS



8



£70



£240



£400

[BOOK NOW](#)



### MONUMENT - KEEL



12



£150



£400



£700

[BOOK NOW](#)

Key: Seats Hour Half Day Full Day





## MONUMENT - KNOT



12



£150



£400



£700

[BOOK NOW](#)

Key:



Seats



Hour



Half Day



Full Day





### MONUMENT - SAILS

6
 £60
 £225
 £400

BOOK NOW



### MONUMENT - BUOYS

4
 £40
 £125
 £200

BOOK NOW



### MONUMENT - SALOON

4
 £45
 £135
 £245

BOOK NOW



### MONUMENT - CABIN

8
 £70
 £240
 £400

BOOK NOW

Key: Seats Hour Half Day Full Day





## MONUMENT - STATE ROOM



20



£600



£1,000

PLEASE CALL

Key:



Seats



Hour



Half Day



Full Day





### MONUMENT - HULL



10



£100



£340



£560

[BOOK NOW](#)



### MONUMENT - ENGINE



4



£45



£135



£245

[BOOK NOW](#)

Key: Seats Hour Half Day Full Day



### MONUMENT - SINGLE ANCHOR

6-8 
 £70 
 £240 
 £400

PLEASE CALL



### MONUMENT - DOUBLE ANCHOR

12-16 
 £140 
 £475 
 £800

PLEASE CALL



### MONUMENT - TRIPLE ANCHOR

18-24 
 £210 
 £715 
 £1,200

PLEASE CALL



### MONUMENT - QUADRUPLE ANCHOR

24-32 
 £280 
 £950 
 £1,600

PLEASE CALL

Key: Seats Hour Half Day Full Day





**MONUMENT - ALL ANCHORS (THEATRE STYLE)**





Price upon request



**MONUMENT - ALL ANCHORS**

 32-80    £1,360    £2,200

[PLEASE CALL](#)

Key:  Seats    Hour    Half Day    Full Day



**In the heart of the City, St Paul's offers a comfortable and charming setting to host an important meeting.**

Celebrating great British authors, this centre is complete with a 'Club Lounge' and Library. It has a variety of meeting spaces, including its very own pod casting room! Complete with equipment and pod casting kit.

St Paul's, Farringdon and Barbican underground stations are only a few minutes walk away with City Thameslink and Liverpool Street mainline stations just around the corner.

The centre is located in Little Britain, as noted in Charles Dickens' famous novel Great Expectations.

*"Mr. Jaggers had duly sent me his address; it was, Little Britain, and he had written after it on his card, "just out of Smithfield, and close by the coach-office." Great Expectations, Chapter 20."*



[Location Index](#)





### ST. PAUL'S - AUSTEN

 4  £40  £140  £240

[BOOK NOW](#)



### ST. PAUL'S - TOLKEIN

 4  £40  £140  £240

[BOOK NOW](#)



### ST. PAUL'S - BRONTË

 4  £30  £90  £175


[BOOK NOW](#)



### ST. PAUL'S - DICKENS

 6  £50  £180  £300

[BOOK NOW](#)

Key:  Seats  Hour  Half Day  Full Day





### ST. PAUL'S - SHAKESPEARE

 12  £100  £360  £600





[BOOK NOW](#)



### ST. PAUL'S - ORWELL

 16  £120  £400  £700

[BOOK NOW](#)

Key:  Seats  Hour  Half Day  Full Day

# OSiT

## Waterloo

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### LONDON SE1

**With decor inspired by Lewis Carroll's famous novel, Waterloo will take you into the world of Wonderland.**

With 9 creative meeting rooms, this building will encourage imagination. This centre is conveniently located within walking distance of Waterloo mainline station as well as underground stations like Waterloo, Southwark and Blackfriars.

Use the charm and wonder of Waterloo as the perfect space for a productive meeting, you may even complete "as many as six impossible things before breakfast."

*Lewis Carroll, Alice in Wonderland*



[Location Index](#)





## WATERLOO - MAD HATTER



10



£100



£350



£700

[BOOK NOW](#)

Key:



Seats



Hour



Half Day



Full Day

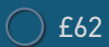




### WATERLOO - ALICE



6



£62



£215



£435

[BOOK NOW](#)



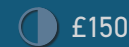
### WATERLOO - CHESHIRE CAT



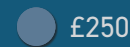
4



£50



£150



£250

[BOOK NOW](#)

Key: Seats Hour Half Day Full Day





### WATERLOO - QUEEN OF HEARTS

 20
  £150
  £525
  £1050

PLEASE CALL



### WATERLOO - WHITE RABBIT

 8
  £35
  £120
  £245


BOOK NOW



### WATERLOO - TWEEDLE DUM & TWEEDLE DEE

 8
  £78
  £270
  £546

BOOK NOW

Key:  Seats  Hour  Half Day  Full Day





### WATERLOO - SINGLE WHITE QUEEN 1

 8
  £65
  £225
  £455

PLEASE CALL






### WATERLOO - SINGLE WHITE QUEEN 2

 12
  £105
  £365
  £735

PLEASE CALL



### WATERLOO - DOUBLE WHITE QUEEN

 20-30
  £525
  £1050





PLEASE CALL



### WATERLOO - TRIPLE WHITE QUEEN

 28-40
  £650
  £1,135

PLEASE CALL

Key:  Seats  Hour  Half Day  Full Day





**STANDARD BREAKFAST** **£8.00** per person

- A selection of mini pastries with preserves (2 p/p) served with butter and preserves
- Fresh cut seasonal fruit platter

**GOURMET BREAKFAST** **£11.00** per person

- Smoked salmon & cream cheese mini bagels
- Free range egg mayo & cress mini bagel
- Freshly baked mini muffins
- Fresh cut seasonal fruit platter

**REFRESHMENTS**

Unlimited still & sparkling water

- Tea & coffee **£6.00** Unlimited
- (Decaf available upon request) **£2.00** Per cup
- Selection of biscuits **£2.00**
- 1ltr fruit juice **£3.00**

**BUSINESS LUNCH** **£11.50** per person

- Selection of classic sandwiches
- Selection of freshly baked bite-sized cakes
- Crisps
- Seasonal fruit platter

**EXECUTIVE LUNCH** **£14.00** per person

- Selection of classic sandwiches
- Selection of freshly baked bite-sized cakes
- Crisps
- Tropical fruit skewer
- Selection of two finger food items

**GOURMET OPTION** **£16.50** per person

- Selection of sandwiches on speciality bread
- Spiced chicken strips with chilli crème fraîche
- Asian marinated spiced salmon skewers
- Vegetable bite-sized quiche selection
- Spinach and potato pakora with riata dip
- Selection of freshly baked bite-sized cakes
- Fresh cut seasonal fruit platter



## MEETINGS & Conferences

### Terms & Conditions

#### DEFINITIONS

In these terms and conditions the following terms shall have the meanings set forth below:

- "Provisional booking" means a provisional reservation for a room and any related facilities, which you have made and we have sent you a provisional booking form with our terms and conditions attached.
- "Confirmed booking" means that you have emailed or signed your agreement to the provisional reservation booking form initially sent to you, and by default means that you have accepted our terms and conditions.
- "Booking form" means the booking form, which is completed in order to request a booking.
- "Contract" means an agreement between you and us for a booking. These terms and conditions together with the reservation booking form constitute the contract and can only be varied by our written agreement. Unless otherwise agreed with us in writing, each booking will constitute a separate contract between you and us.
- "Guests" means the individuals attending the meeting at your request or invitation.
- "Meeting" means the conference or meeting for which you require the room.
- "Room" means the room or rooms, which you book for the use of your guests.
- "You" means the person, organisation, company or other body responsible for making a booking.

#### BOOKING ARRANGEMENTS

When you make a request for a booking, a provisional booking form will be sent to you. Your request constitutes an offer to us to finalise a booking.

All such booking requests are subject to acceptance by us, and no contract will exist unless and until we confirm our acceptance of your request for a booking and you confirm your booking to us by email or by signing the provisional booking form.

Confirmation of a booking will be sent by email (the reservation booking form) and the contract between us will only be formed when we send you this email.

The most appropriate room will be allocated based on the number of delegates booked and paid for.

We reserve the right at our sole discretion to refuse to accept any request for a booking or to cancel a booking due to circumstances beyond our reasonable control. In such circumstances we will advise you by email as soon as reasonably possible and refund any sum paid by you in full.

We reserve the right to change your assigned room for one of equal suitability prior to the commencement of the meeting. We will endeavour to advise you in advance of any such change.

#### Catering and Equipment

Guests are permitted to bring their own food into the meeting room, but we will apply a £7 corkage per person. Meeting attendees are responsible for arranging the food themselves.

Should you wish us to arrange for the provision of food for the Meeting we normally require a minimum of 24 hours prior notice. Payment by credit /debit card will be required when ordering if you are not an OSiT office client. Menus are subject to seasonal change.

All selections are subject to availability.



## GUEST NUMBERS AND PAYMENT

Should you wish to increase the number of guests for a meeting you must email the OSiT Centre's member of staff who is shown on your booking form and we will do our best to accommodate such request subject to availability of additional room space. If we agree to an increase in the number of guests we will send you confirmation by email and your Booking will be deemed to have been amended when such email is sent. You will need to make any additional payment due by credit / debit card prior to your Meeting.

Any reduction in Guest numbers will be subject to our cancellation policy as set out below. Complete payment must be made by credit or debit card on completion of your Booking if you do not have an office with us. Confirmation of the booking only takes place upon receipt by the OSiT Centre of the payments due. The OSiT Centre reserves the right to cancel this agreement in the event that the payment is not made. Any additional charges for damage, excessive or unreasonable use of meeting room or other services (such as phone calls, photocopying etc.) incurred during or in connection with your Meeting must be paid for by credit or debit card prior to departure or will be added to your monthly services bill if you are an office client of OSiT.

All local and national phone calls are free of charge. All international and mobile calls will be chargeable at standard BT rate – payment by credit / debit card will be required after your meeting or in your monthly services bill if you are an office client of OSiT. All charges to be paid under the Contract are exclusive of VAT, which will, where relevant, be charged to you at the then current rate. You can review the charges for any excessive or unreasonable use of office or other services upon request.

All prices are subject to VAT .

Minimum order is for 4 people.

## CANCELLATION

In the event that you wish to cancel or postpone a Meeting you must confirm the position as soon as possible by email to the OSiT Centre member of staff named on your booking form. Cancellations and postponements shall be effective on receipt of your confirmatory email.

The following cancellation charges shall apply:

You may transfer a booking within the same month and not incur a cancellation charge.

If the room is resold no charge will be made for the cancellation.

0-1 working day 100%

2-7 working days 50%

8+ working days 0%

In addition to the above cancellation charges you will be liable for any expenditure which we have incurred with third parties and cannot recover, for example in respect of the provision of food or other facilities for your meeting.

Please contact your meeting room booker for full terms and conditions.



## ENQUIRIES

0844 412 1796

[www.officespaceintown.com](http://www.officespaceintown.com)

20 St Dunstan's Hill, London, EC3R 8HL



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