

## Conferences and Events

A dramatic setting  
for serious business



Theatre by the Lake promises a **dramatic setting for serious business.**

A meeting and events venue that is **unique, welcoming and flexible**, the theatre nestles on the shores of Derwentwater on the edge of the pretty market town of Keswick, offering **beautiful views and a sense of peace and tranquillity.**

With two auditoria, a gallery space and an intimate board room, we can accommodate business meetings and corporate events ranging in size from **4 to 400 delegates.**

As a year-round producing theatre, we know how to put on a performance. If you are looking for a venue with **in-house experts** in production, lighting and audio-visual plus **quality events spaces**, then look no further.

You will experience a level of **technical assistance** that is second to none in the UK while a designated **in-house co-ordinator** ensures that your event runs smoothly and is successful and memorable. With **adjacent, pay and display parking** for over 300 cars, **free WiFi** throughout the building, lift access to all levels plus **tasty local food**, freshly made on the premises, doing business at Theatre by the Lake really does make a lot of sense.

# Rooms for meetings

## Main House

The Main House is a comprehensively equipped state-of-the-art auditorium seating 400. Complete with stage, fully automated lighting rig, sound system, projection facilities and back stage areas with dressing rooms, this is one of the finest conference facilities in Cumbria. Every event in the Main House is supported by experienced technical staff.

## Studio

The Studio is a well-equipped, intimate and flexible auditorium seating up to 100 people. There is a performance and presentation space which can offer a stage, plus sound, lighting and projection facilities. It is ideal for smaller conferences, product launches, seminars and lectures. Experienced in-house technicians are available to support your event if required – please ask for further details.

## Circle Gallery

The Circle Gallery is regularly home to local art exhibitions and can also be used as a private meeting room. Portable lighting, sound and projection facilities can be installed in this spacious and welcoming environment, perfect for informal presentations, brainstorming sessions and drinks receptions.

## Lamont Robinson room

The Lamont Robinson Room is a contemporary board room, with bespoke furniture made by local artist, Danny Frost. As with the Circle Gallery, portable technical equipment can be installed to enhance your event. It seats 12 people comfortably and is ideal for AGMs, meetings, training sessions and interviews.

## Additional facilities

As well as our conference and events spaces, Theatre by the Lake also has a good sized reception area, perfect for meeting and greeting your delegates; the spacious ground floor Stalls Bar serves light snacks and drinks throughout the day plus pre-performance and interval drinks in the evening; the Friends' Gallery located on the first floor; with regular local artist exhibitions and views down to Derwentwater, this is a welcoming space in which to enjoy a pre-theatre supper.

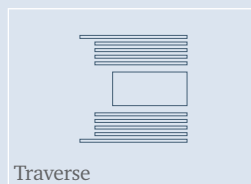
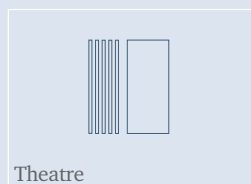
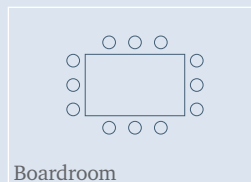
## Visit

[www.theatrebythelake.com/hireus](http://www.theatrebythelake.com/hireus)  
and take a virtual tour of all of our conference facilities.



# Plans and room dimensions

Layout	Main House	Studio	Circle Gallery	Lamont Robinson
Boardroom	n/a	n/a	28	12
Theatre	389	100	40	16
Reception	n/a	n/a	60	n/a
Traverse	n/a	90	n/a	n/a
<b>Room Size</b>				
Dimensions	Dependent on layout	Dependent on layout	6.9m x 15.5m	2.7 x 7.4m
Area (sq m)	Dependent on layout	Dependent on layout	77.2 sq m*	19.9sq m
Height (max)	Dependent on layout	Dependent on layout	3.7m	3.3m
Air Con	Yes	Yes	No	Yes
Natural daylight	No	Dependent on layout	Yes	Yes
Hearing enhancement	Yes	Yes	No	No



Reception layout: standing room only suitable for drinks receptions

\* Area based on maximum height and width.



## Day Delegate Packages

### Our Day Delegate packages include:

- Hire of meeting room
- Dedicated on-site conference co-ordinator
- Fair Trade tea and coffee on arrival
- Mid-morning tea and coffee
- Working buffet lunch to include fruit juice, still and sparkling Cumbrian mineral water, freshly brewed Fair Trade tea & coffee and homemade cakes
- Afternoon tea and coffee
- Fresh fruit bowl
- Overhead projector and screen
- Flip-chart, pens and paper
- Stationery kit
- Basic technical support

### Day delegate rates are as follows based on the specified minimum numbers:

£35 per person

Main house – 100 delegates

Studio – 40 delegates

£25 per person

Circle Gallery – 12 delegates

Lamont Robinson – 8 delegates

Rates are based on any of our sandwich lunches or buffet menus 1 or 2 (visit [www.theatrebythelake.com/hireus](http://www.theatrebythelake.com/hireus) for menu details) and use of one conference room or an auditorium. All prices are excluding VAT. 24 hour delegate packages in partnership with leading Lakeland hotels are available on request.



## Technical Support

### Equipment hire prices

Data projector	£32.00
TV/video player	£11.00
Slide projector	£18.00
Lectern	FOC
Modular exhibition stands	FOC
Audio description and captioning facilities	Price on request
Photocopying facilities	20p per page
Fax	20p per page
Telephone	10p per minute

All prices are excluding VAT

Our equipment has been tried and tested specifically for our performance spaces and offers a standard appropriate to the venue. If you wish to bring your own equipment we will help you to install it but cannot guarantee performance.

As a year-round producing theatre, we are used to producing tailor-made technical packages. If you require more comprehensive technical support and equipment hire, please call to discuss your requirements. Whichever of our rooms you choose we will supply you with a conference co-ordinator and a technician if necessary (two technicians for Main House bookings) to ensure your event runs smoothly.

We can provide additional technicians at an extra cost, please call 017687 81103 to discuss your requirements.



## How to Book

To discuss your requirements in more detail and help us help you plan the perfect event, please contact Trevor Longley on 017687 81103 or by email at [trevor.longley@theatrebythelake.com](mailto:trevor.longley@theatrebythelake.com)

For more information please visit [www.theatrebythelake.com/hireus](http://www.theatrebythelake.com/hireus)



Theatre by the Lake, Lakeside, Keswick,  
Cumbria, CA12 5DJ



Theatre by the Lake is the operating name of Cumbria Theatre Trust.  
A Company Limited by Guarantee. Registered in England No. 1874868.  
Registered Charity Number 516673. VAT Registration Number 621 1582 73.

## How to find us & travel distances

Keswick's Theatre by the Lake has excellent transport links.

### By Car

A short 30 minute drive from the M6 (Junction 40) along the scenic A66. Find us by Sat Nav: CA12 5DJ

### Approximate travelling times

Carlisle 1 hour, Penrith 30 minutes, Kendal 40 minutes, Newcastle 2 hours, Manchester 2 hours, Leeds 2 hours, Liverpool 2 hours, Edinburgh 3 hours,

### By Rail

A 30 minute drive from Penrith Railway Station, which is located on the West Coast Main Line, with regular links to London Euston, Glasgow, Edinburgh, Birmingham, Liverpool, Manchester & Preston. For National Rail Enquiries call 08457 484950.

### By Bus

Catch the X4 or X5, a regular service running from Penrith and Workington to Keswick. Visit [www.stagecoachbus.com](http://www.stagecoachbus.com) for timetables.

### By Air

Manchester airport – 2 hours  
Newcastle airport – 2 hours  
Liverpool airport – 2 hours



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BY THE EUROPEAN UNION