

# CONFERENCE





# INTRODUCTION



**THE GALLERY IS A SOPHISTICATED, PURPOSE—DESIGNED CONFERENCE SPACE WITHIN THE ICONIC 60 GREAT QUEEN STREET, A GRADE II\* LISTED ART DECO BUILDING IN THE HEART OF COVENT GARDEN.**

Built initially for large-scale gatherings, the venue combines striking heritage architecture with a fresh, contemporary interior, making it the perfect backdrop for impactful, modern meetings.

Whether planning a conference, seminar, or brand event, The Gallery and Anteroom offers all the flexibility and functionality you need, backed by state-of-the-art AV, seamless service, and a dedicated team. With Smart Group managing the venue and catering by Moving Venue, your event is in expert hands from start to finish.

WELCOME TO  
THE GALLERY AT

60  
GREAT  
QUEEN  
ST.





# A LANDMARK SETTING FOR STANDOUT CONFERENCES



# WHY CHOOSE THE GALLERY

## **AN EXCEPTIONAL LOCATION IN THE HEART OF COVENT GARDEN**

Situated just moments from Covent Garden & Holborn Underground Station, The Gallery offers unbeatable accessibility for delegates arriving from across London and beyond.

## **A HISTORIC VENUE BUILT FOR MODERN MEETINGS**

Housed within a landmark heritage building, The Gallery blends historic charm with purposeful, contemporary design. Originally constructed for large-scale gatherings, its grand proportions and unique architectural details provide a memorable setting without the heavy formality of traditional halls.

## **FLEXIBLE SPACES FOR EVERY EVENT**

Whether you're hosting a conference, a team meeting, a product launch, or a networking reception, The Gallery's versatile layout adapts seamlessly to your vision. Our contemporary interiors provide a fresh backdrop for professional and creative events alike.

## **DIGITAL BILLBOARD FOR BRANDING**

Take advantage of our prominent digital billboard to welcome guests, display sponsor logos, or highlight key messages.

## **EXCEPTIONAL, YET AFFORDABLE CATERING BY MOVING VENUE**

We proudly partner with Moving Venue, one of London's most trusted caterers, to offer delicious, high-quality menus at an affordable price point. From energising breakfast spreads to bento box lunches, our catering options are designed to delight your guests without exceeding your budget.

## **ALL-INCLUSIVE PRODUCTION PACKAGES**

Our comprehensive in-house production package takes the stress out of event planning. State-of-the-art AV, dynamic lighting, and technical support are included as standard.

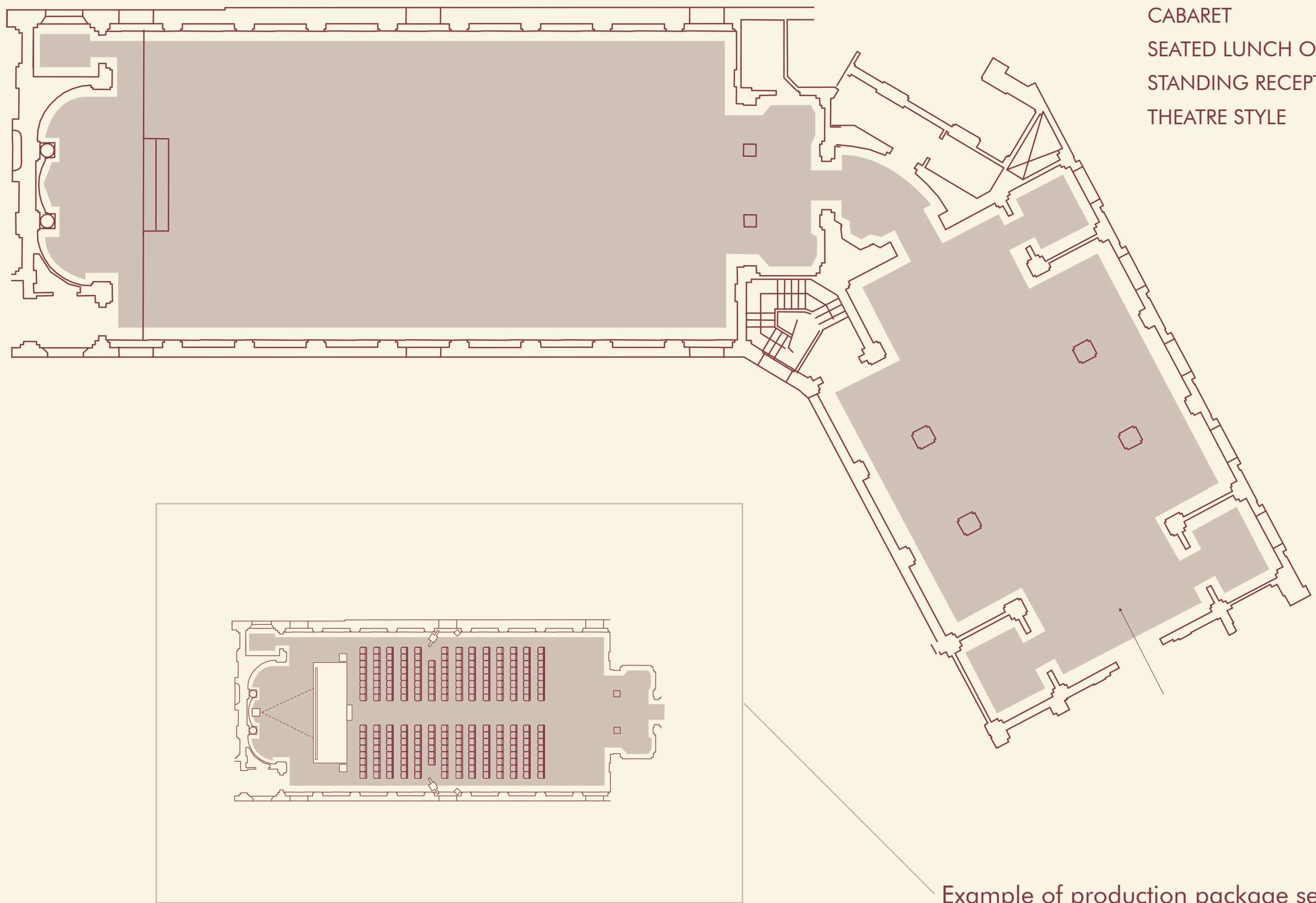
## **FLEXIBLE ACCESS**

With venue access from 7:00 AM to 11:00 PM, you have the flexibility to host breakfast seminars, full-day conferences, evening receptions, or a combination of all three, without restrictions.

## **ADDITIONAL BREAKOUT SPACES AVAILABLE**

Enhance your event with access to additional private rooms.

# CAPACITIES



- CABARET **UP TO 160**
- SEATED LUNCH OR DINNER **UP TO 220**
- STANDING RECEPTION **UP TO 350**
- THEATRE STYLE **UP TO 220**



# PACKAGE INCLUSIONS

60  
GREAT  
QUEEN  
ST.





## YOUR PACKAGE INCLUDES

- Exclusive use of The Gallery  
and Ante Room 7 am - 11 pm
- Breakout Rooms available,  
including The Old Boardroom
- Turn-key production package
- In-house catering package  
by Moving Venue
- Black banqueting chairs
- Security and cleaning during the live event
- Cloakroom
- Use of a digital billboard upon arrival
- Dedicated Venue and Catering Manager





# CATERING





51°29'04.7"N 0°02'15.8"W

# MOVING VENUE

VENUE CATERERS

## YOUR CATERING PACKAGE

- 2 / 3 x servings of freshly brewed Fairtrade coffee and teas with an accompaniment
- Hot and cold standing fork buffet lunch served with freshly brewed fair-trade coffee and teas
- Lunch Options:  
Hot & Cold Fork Buffet  
Bento Boxes  
Street Food Style Bowl Food  
Sandwiches
- All associated service ware
- Catering management, service staff, kitchen brigade and porters
- Furniture and black or white linen for buffet and beverage stations
- Kitchen equipment





production







Oxygen is the exclusive production partner at 60 Great Queen Street, providing a fully integrated infrastructure designed to meet the demands of modern conferences. From high-definition projection and sound systems to seamless hybrid meeting capabilities, their expert team ensures flawless delivery and support for every event.

## PRODUCTION PACKAGE DETAILS

### Main Space

- 6m x 2m presentation stage (40cm high) with carpeted finish and fascia
- Rear projection screen seamlessly integrated into the backdrop
- 2 x Panasonic 65" HD display screens on Parabella stands for enhanced visibility
- Bespoke grey felt set (18ft wide x 10ft high) featuring a 10ft central aperture
- Complete with structural bracing, screen brackets, stage weights, truss lectern, and front-of-house control masking

### Video Equipment:

- 6,000-lumen HD laser projector with racking
- 2 x Lenovo V15 laptops for show control
- 1 x Roland VH-1 switcher
- MicroCue remote for slide advancement
- Signal distribution via SDI and HDMI
- SDI/HDMI converter boxes included

### Audio System

- 2 x Martin Audio X10 speakers on single pole stands
- 2 x Martin Audio X8 speakers, shelf-mounted within the venue
- 1 x Lab Gruppen PDX 3000 amplifier
- 1 x Digital mixing console
- 2 x Wireless handheld microphones
- 1 x Twin gooseneck microphone for lectern
- 1 x iPad for background music
- Full audio signal distribution

### Room & Stage Lighting

- 18 x wireless uplighters with remote control (ambient lighting)
- 5 x Pixel battens (set lighting)
- 2 x LED profiles on pole stands (for presenter lighting)
- Analogue lighting control desk
- Full signal distribution

### Staffing

- 1 x Project manager
- 1 x Video technician
- 1 x Sound engineer
- Load in and out crew



# CONTACT



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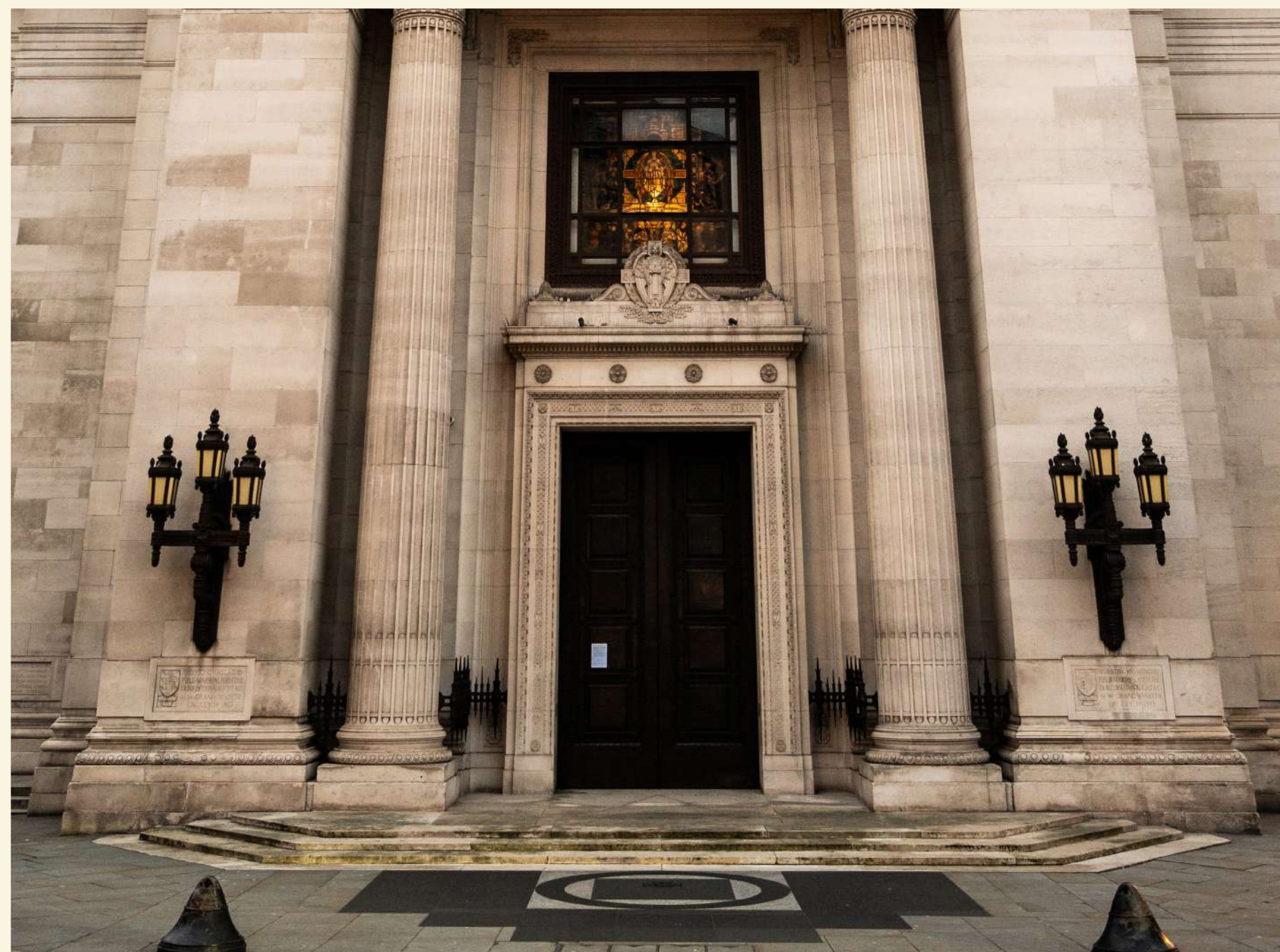
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# 60 GREAT QUEEN ST.

60GREATQUEENST.CO.UK