

Club and Society Room Bookings

- Clubs and societies can request a 'block booking' (regular booking) by submitting our [webform online](#). Please note, due to the high demand for rooms, you are not guaranteed to receive the booking you request.
- Ad-hoc (one off) bookings can be made by contacting the Activities Reception (by email, phone or dropping in) at any point during the year.
- Rooms can only be booked by a club or society president or treasurer.
- Clubs and societies are allowed to request a maximum of 6 hours of block bookings per week. Due to the high demand for rooms, we cannot guarantee 6 hours of bookings per week for all clubs and societies.
- If you require additional bookings, these can be made through the [UCL Estates Room Bookings system](#).
- If you do not provide suitable alternative preferences or if you complete the form incorrectly, you may not be allocated any bookings for the term.
- If you have booked a room, but no longer require the booking, you must notify su.activities@ucl.ac.uk as far in advance as possible. If you fail to notify us of any cancellations your room booking privileges will be revoked.
- For details of UCL spaces (Christopher Ingold, Chadwick, South Quad, Main Quad), please contact the [UCL Estates Room Bookings Department](#) at roombookings@ucl.ac.uk for more information. For A/V support in UCL rooms, please contact av-support@ucl.ac.uk.
- You can refer to [UCL Campus Maps](#) for the locations of any buildings below.

Room	Capacity	Floor	A/V Equipment	Availability	Equipment
Bloomsbury Theatre Conference Room 2 nd floor	70 seated	Carpet	PC, projector and screen	10.00am – 9.00pm Monday to Friday 11.00am – 7.00pm Saturday	<ul style="list-style-type: none"> Upright piano Fold up chairs Fold up tables Whiteboard
Bloomsbury Theatre Rehearsal Room 1 st floor	54 seated	Wood	PC, projector and screen	10.00am – 9.00pm Monday to Friday 11.00am – 7.00pm Saturday	<ul style="list-style-type: none"> Mirrored wall with bar Upright piano Fold up chairs Fold up tables Whiteboard
Bloomsbury Theatre 204 2 nd floor	15 seated	Carpet	TV screen	10.00am – 9.00pm Monday to Friday	<ul style="list-style-type: none"> Upright piano Fold up chairs

				11.00am – 7.00pm Saturday	<ul style="list-style-type: none"> ▪ Fold up tables ▪ Whiteboard
Lewis Building Dance Studio 1 st floor	30 seated	Wood	Stereo system, screen	10.00am – 9.00pm Monday to Friday	<ul style="list-style-type: none"> ▪ Mirrored wall with bar ▪ Upright piano
Lewis Building Kathleen Kenyon 2 nd floor	15 seated	Wood	TV screen	10.00am – 9.00pm Monday to Friday	<ul style="list-style-type: none"> ▪ Chairs ▪ Tables
Lewis Building 104 1 st floor	8 seated	Carpet		10.00am – 9.00pm Monday to Friday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ Tables
Lewis Building 105 1 st floor	25 seated	Carpet		10.00am – 9.00pm Monday to Friday	<ul style="list-style-type: none"> ▪ Open space (no tables or chairs)
Lewis Building 204 2 nd floor	25 seated	Wood		10.00am – 9.00pm Monday to Friday	<ul style="list-style-type: none"> ▪ Open space (no tables or chairs)
Lewis Building 206 2 nd floor	50 seated	Carpet		10.00am – 9.00pm Monday to Friday	<ul style="list-style-type: none"> ▪ ‘L’ shaped space ▪ Limited stackable chairs
Christopher Ingold G21 Lecture Theatre Ground floor	70 seated	Wood	PC, projector and screen	6.00pm – 9.00pm Monday to Friday 9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Open space (no tables or chairs) ▪ Whiteboard ▪ Not wheelchair accessible
Chadwick Go7 Ground floor, South East Entrance	58 seated	Carpet	PC, projector and screen	6.00pm – 9.00pm Monday to Friday 9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ Tables ▪ Whiteboard
Chadwick Go8 Ground floor, South East Entrance	80 seated	Carpet	PC, projector and screen	6.00pm – 9.00pm Monday to Friday 9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ Tables ▪ Whiteboard
South Quadrangle Teaching Block Go1 Ground floor	100 seated	Carpet	PC, projector and screen	6.00pm – 9.00pm Monday to Friday 9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ No tables ▪ Whiteboard
South Quadrangle Teaching Block 101 1 st floor	25 seated	Carpet	PC, projector and screen	6.00pm – 9.00pm Monday to Friday 9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ Limited tables ▪ Whiteboard ▪ Not wheelchair accessible
South Quadrangle Teaching Block 102 1 st floor	25 seated	Carpet	PC, projector and screen	6.00pm – 9.00pm Monday to Friday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ Limited tables ▪ Whiteboard

				9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Not wheelchair accessible
South Quadrangle Teaching Block 103 1 st floor	25 seated	Carpet	PC, projector and screen	6.00pm – 9.00pm Monday to Friday 9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ Limited tables ▪ Whiteboard ▪ Not wheelchair accessible
Main Quadrangle Pop Up 101 1 st floor	100 seated	Carpet	PC, projector and screen	6.00pm – 9.00pm Monday to Friday 9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ No tables ▪ Whiteboard ▪ Not wheelchair accessible
Main Quadrangle Pop Up Go1 Ground floor	100 seated	Carpet	PC, projector and screen	6.00pm – 9.00pm Monday to Friday 9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ No tables ▪ Whiteboard
Main Quadrangle Pop Up 102 1 st floor	50 seated	Carpet	PC, projector and screen	6.00pm – 9.00pm Monday to Friday 9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ No tables ▪ Whiteboard ▪ Not wheelchair accessible
Main Quadrangle Pop Up Go2 Ground floor	50 seated	Carpet	PC, projector and screen	6.00pm – 9.00pm Monday to Friday 9.00am – 9.00pm Saturday to Sunday	<ul style="list-style-type: none"> ▪ Stackable chairs ▪ No tables ▪ Whiteboard