

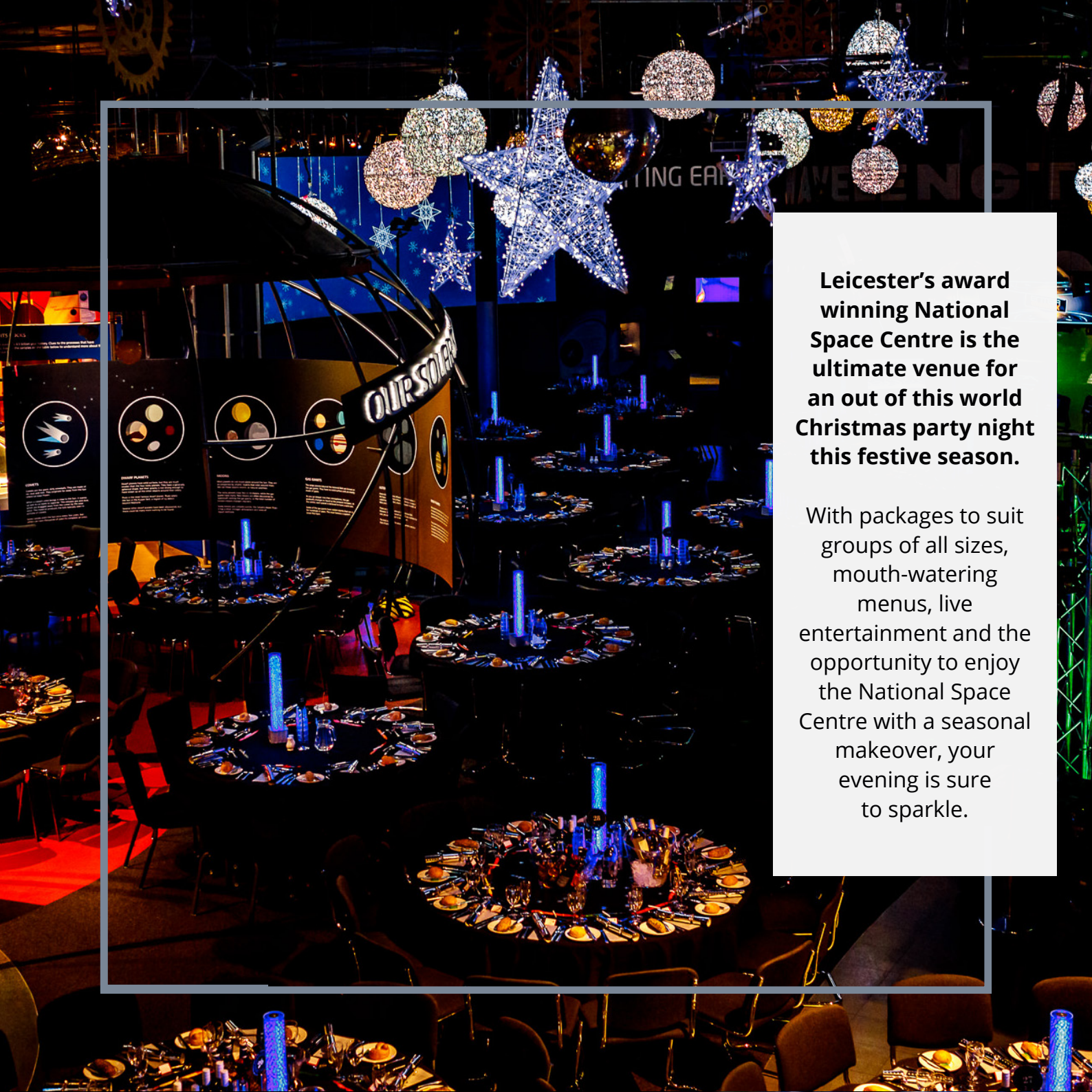
CHRISTMAS
2022

**NATIONAL
SPACE
CENTRE**



WELCOME





Leicester's award winning National Space Centre is the ultimate venue for an out of this world Christmas party night this festive season.

With packages to suit groups of all sizes, mouth-watering menus, live entertainment and the opportunity to enjoy the National Space Centre with a seasonal makeover, your evening is sure to sparkle.

PARTY NIGHT PACKAGE

- Welcome by space - themed characters in our Rocket Tower
- Arrival drink served on a bed of dry ice*
- Freshly prepared three course dinner, served within a truly unique setting in our space exhibition
- Live entertainment from our band
- Disco
- Use of our free themed photobooth
- Access to the National Space Centre exhibition

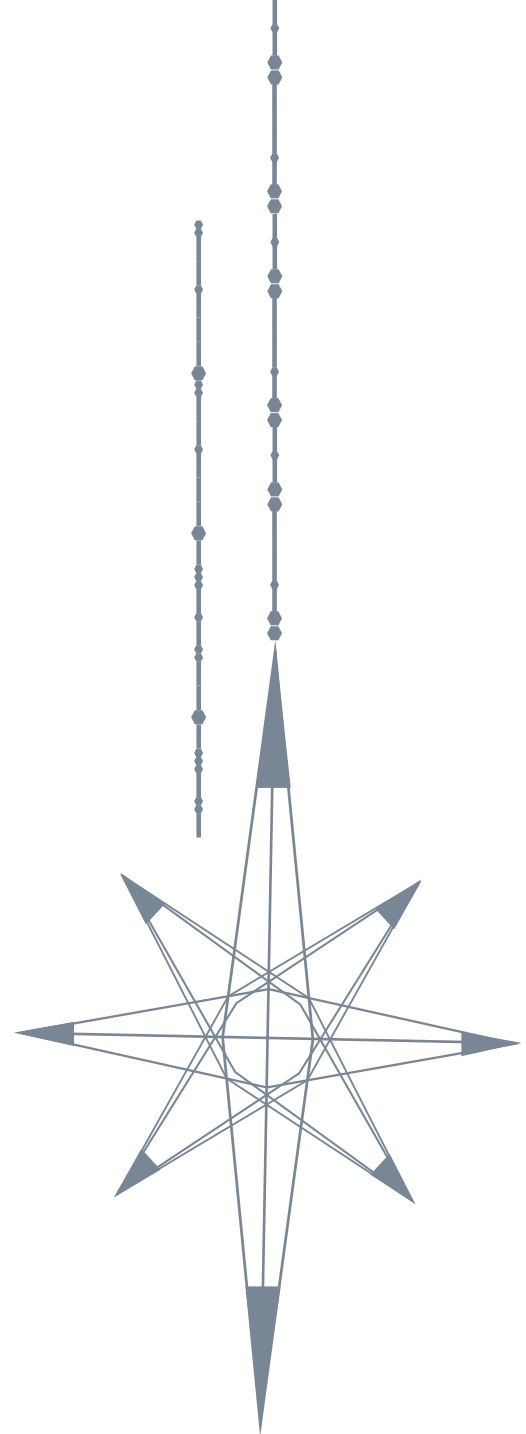
*Glass of fizz, bottle of beer, non-alcoholic elderflower sparkling water (one pp). Bar available.

Also included:

- Complimentary onsite car parking
 - Complimentary cloakroom facility
-

Dress Code: Smart

No ripped jeans, t-shirts, trainers or sportswear



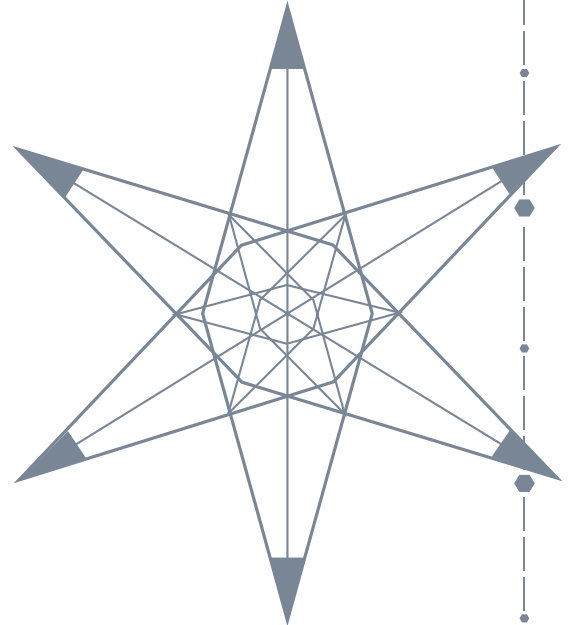
ITINERARY

Itinerary*

- 19.00** National Space Centre opens
Arrival drink served
Bar available
- 19.30** Take your seat at your table
for dinner
- 21.30** Live entertainment begins
Disco
- 00.00** Bar closes
- 00.30** National Space Centre closes

**All timings are subject to change*

To check availability or to make a booking, please contact the events team on **0116 258 2134** or **christmas@spacecentre.co.uk**



**AN EXCELLENT NIGHT HAD
BY ALL, ABSOLUTELY LOVE
THE SPACE CENTRE!**

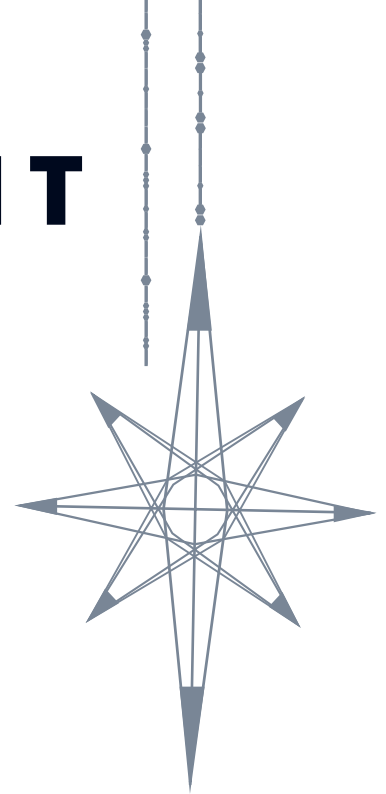
- JONEN SHIPPING



ENTERTAINMENT

Performing massive hits, including classic and contemporary pop, funk, soul, rock and RnB from artists such as Michael Jackson, Whitney Houston, Luther Vandross, Bruno Mars, Beyonce, Justin Timberlake, Chaka Khan, Maroon 5, Rihanna, Lionel Richie and many more. The Collective will keep your dance floor full all night long with something for everyone!

The Collective bring a fresh and exciting energy to the stage, and their strong chemistry, charisma and charm will rub off onto audiences of all ages - making the live music element of your event exciting, fun and memorable.



MENU

Please choose one option from the following choices.

Starters

Shredded Ham Hock and Black Pudding Terrine

Shredded ham hock and black pudding terrine with a pearl onion piccalilli, focaccia toast and a baby watercress salad with plum vinaigrette



Roasted Tomato and Mature Cheddar Soup (V)

Roasted tomato and mature cheddar soup with a hint of horseradish topped with rustic croutons



Mains

Sage, Apricot and Pork Stuffed Chicken Breast

Sage, apricot and pork stuffed chicken breast with garlic roasted fondant potato, braised red cabbage and chantenay carrots with a white wine and marmalade sauce



Roasted poblano pepper (V) (GF)

Roasted poblano pepper stuffed with garlic, red onion, black bean and charred baby corn with tender stem broccoli, Mexican spiced five bean rice and a yellow capsicum cream





Desserts

Caramel and Chocolate Cheesecake (V)

Caramel and chocolate cheesecake with a mulled berry compote



Lemon Tart (V)

Lemon tart with a prosecco and raspberry compote



Help yourself to fresh tea, coffee and warm mini mince pies

Please advise in advance of any special dietary requirements.

**Menus subject to change*

V = Vegetarian GF = Gluten free

DATES & PRICES

Available December dates:

Fridays

2nd Dec, 9th Dec, 16th Dec

Saturdays

26th Nov, 3rd Dec, 10th Dec, 17th Dec

Package price

£49.00 pp (inc VAT)

Exclusive packages:

Minimum numbers of 280 are required on the dates shown for exclusive parties. Exclusive Christmas party nights on other dates in December are also available for groups up to 500, with complete use of the National Space Centre. For more information on exclusive hire, please contact the events team.

To check availability or to make a booking, please contact the events team on:

0116 2582134

christmas@spacecentre.co.uk

www.venuehire.spacecentre.co.uk/christmas



BOOKING FORM

Please complete and return the below form with your deposit within ten days of making your provisional booking to secure your party.

Name of Organiser:
Organisation:
Address:
Postcode:
Email Address:
Daytime Tel No:
Mobile:

A non-refundable deposit of £25 per person is required to secure your booking

Date of Party: ___ / ___ / ___
Number of Guests:
Deposit Enclosed:

I have read the terms and conditions (online), and agree to abide by them for all participants

Signature:..... Date: ___ / ___ / ___

PAYMENTS:

VAT No - 705 3290 58

Please make cheques payable to NSSC Operations Ltd

Please see National Space Centre account details for BACS payment:

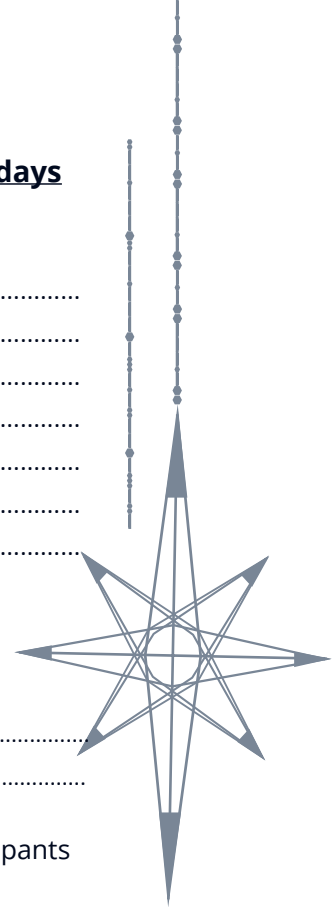
Bank - Yorkshire Bank PLC

Sort Code - 05 05 60

Account No - 29 65 42 40

Please quote company name and date of party

If you would like to pay by card over the phone, please call our finance team direct on - 0116 261 0261 – and select the finance option. Send this completed form to: Christmas Party, National Space Centre, Exploration Drive, Leicester, LE4 5NS **Please do not send card details via email**, please call or send the payment details in the post.





**EVERYTHING WAS
GREAT, COULDN'T
FAULT A THING.**

- INCLUSION HEALTHCARE



**WE HAD A BRILLIANT
CHRISTMAS PARTY.
HIGHLY RECOMMENDED,
GREAT FOR ALL AGES.**

- MARTIN & CO



PRE-ORDER DRINKS

COMPANY NAME: DATE OF BOOKING:

This form is required by 3rd October. Order in advance to save money and have your drinks waiting upon arrival at your table.

Drink	Price	Qty	Total
WHITE WINE			
Vidriada Airen (Spain) - House Wine	£18.00		
Viña Carrasco Sauvignon Blanc (Chile)	£20.00		
Crescendo Pinot Grigio (Italy)	£22.00		
RED WINE			
Vidriada Tempranillo (Spain) - House Wine	£18.00		
Under The Sycamore Shiraz (Australia)	£20.00		
Beauté du Sud Malbec (France)	£23.00		
ROSE WINE			
Gufetto White Zinfandel Rosé (Italy) - House Wine	£17.50		
SPARKLING WINE & CHAMPAGNE			
Prosecco Bel Canto (Italy)	£25.50		
Nicolas Courtin Brut NV (France)	£43.00		
Moët et Chandon Brut Imperial (France)	£64.00		
COCKTAIL JUGS			
Red Dwarf: Vodka, Archers, Cranberry Juice	£17.95		
Milky Way Mojito: White Rum, Mint Syrup, Sparkling Water	£17.95		
Catch A Falling Star: Gin, Cucumber Syrup, Lime Juice, Tonic Water	£17.95		
Interstellar (non-alcoholic): Elderflower Cordial, Sparkling Water	£9.95		
BEER BOTTLE BATH			
Selection of Ten Lager Bottles	£38.00		
WATER (750ml Bottle)			
Still Water	£4.95		
Sparkling Water	£4.95		
DRINKS VOUCHER			
Voucher (can be exchanged for a single house drink of your choice)	£4.50		
Voucher book (ten drink vouchers)	£43.00		
ACCOUNT BAR* (minimum £500 spend per group)			
		TOTAL	

The National Space Centre supports responsible drinking

*Account bars - Account bars are available if pre ordered with your drink pre order form.

We require the contact name for person responsible for this on the night, account bar limit, full payment in advance.

On the evening, we will provide wristbands for your party on arrival to main organiser.

MENU & FINAL BALANCE FORM

This form should be completed and returned by 3rd October 2022.

(Pre-ordered drinks to be included on the BALANCE PAYMENT below).

Name of Organiser:..... Contact Tel. No:.....

Company Name:..... Date of party: __ / __ / __

MENU CHOICE – Fill in the numbers for each selection, excluding dietary requirements which should be stated in the dietary box below (please refer to the menu in the brochure or website)

Starter	Total Amount	Main	Total Amount	Dessert	Total Amount
Ham Hock		Chicken		Cheesecake	
Soup		Pepper		Lemon Tart	

DIETARY REQUIREMENTS (please advise of any special dietary requirements e.g. gluten free, halal, nut allergies etc.)

Please include the full name of the guest and the menu choice for each course with the dietary requirement. Any questions regarding their dietary requirement, please do contact christmas@spacecentre.co.uk or 0116 258 2134

Full Name	Special Dietary	Starter	Main	Desert

I have read the terms and conditions and agree to abide by them for all participants

Signature:

Date: __ / __ / __

BALANCE PAYMENT

Balance enclosed £

PAYMENTS:

VAT No - 705 3290 58

Please make cheques payable to NSSC Operations Ltd.

Please see National Space Centre account details for

BACS payment:

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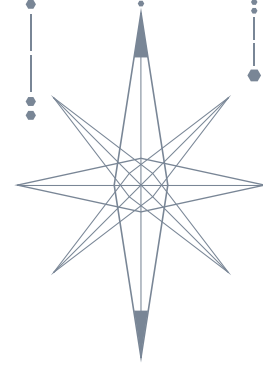
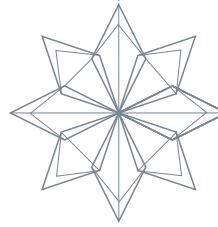


THE ATMOSPHERE WAS
FANTASTIC, FOOD WAS
LOVELY, STAFF WERE
FRIENDLY AND HELPFUL
AND THE BAND WAS JUST
SUPERB.

- TOPSHAM HOUSE



TERMS & CONDITIONS



COVID

- All parties acknowledge the ongoing COVID-19 pandemic in the UK and accept their obligation to comply with any official guidance from UK Government.
- The parties agree to communicate without delay any issues they may have in performing their obligations under this agreement.
- You acknowledge that COVID-19 may require us to take one or more of the following measures for the safety of our staff and the safety of guests attending the event to which this booking relates:
 - (i) Impose maximum guest numbers at the event
 - (ii) Limit food or drink availability
 - (iii) Limit any planned entertainment for your event
 - (iv) Designate alternative entrance and exit routes
- If we are obliged due to specific Government restrictions, to close our venue, we may offer you an alternative date for the event but if that cannot be agreed the booking will be deemed cancelled and your deposit will be returned in full with no further payment required.
- If for COVID reasons we have to reduce capacity to allow for greater social distancing, the groups that will be cancelled are those that have booked last.

Booking

- To confirm your booking, please return the booking form and deposit
- The provisional booking will automatically be released if the booking form and group deposit is not returned within 10 days
- The booking will be cancelled if the final payment is not made by 3rd October
- Final details including numbers, menu choices, pre-ordered drink choices and dietary requirements are required by 3rd October
- Minimum number of 8 per group
- The National Space Centre will endeavour to accommodate late changes or requests, but cannot guarantee this will be possible if not communicated on confirmation of booking

Venue

- Food and drink are not permitted to be brought onto the premises. Bag checks will be in operation on arrival and throughout the evening
- Any alcohol brought onto the premises, (including secret Santa gifts), will be removed and returned to the owner on their departure
- Over 18's only. We reserve the right to ask for identification if guests appear under the age of 25. The National Space Centre reserves the right to refuse alcohol to any attendee at its discretion, and to close the bar at any time during the event (either temporarily or for the duration of the event), should we consider the behaviour of the attendees to be inappropriate or offensive
- The National Space Centre staff reserve the right to refuse admission or to remove any persons from the venue if, in their opinion, a guest's demeanour or behaviour is inappropriate
- In the interest of our guests, we reserve the right to refuse admission if we feel guests are not dressed appropriately
- Any loss or damage to the venue or its property is the responsibility of the party organiser under whom the offending guests are booked
- The National Space Centre cannot take responsibility for loss or damage to personal possessions
- The National Space Centre staff have the right to refuse guests if they have not adhered to the dress code
- This is a non-ticketed event, guests will need to state their company name on arrival
- Unless otherwise agreed by the National Space Centre, the event start time and the event end time shall strictly adhere to the times stated on the itinerary
- On-site car parking is free of charge to all guests, but we cannot reserve or guarantee car parking spaces under any circumstances. You acknowledge and accept that the National Space Centre shall not be liable for any loss of or damage to any car parked on our car park by Attendees. All Attendees park at their own risk

Catering

- All menus and wine lists are subject to change in the event of shortages of a particular item
- Please advise on menu confirmation form of any special dietary requirements, menu choices and the persons name e.g. vegetarian, vegan, gluten free, halal, nut allergies etc
- We cannot guarantee that we can cater for dietary requirements that are made aware to staff on the party night

Health & Safety

- The National Space Centre may take all steps considered reasonably necessary to control issues relating to health and safety in respect of use of the Premises. You will use your best endeavours to ensure that all your Attendees adhere to our health and safety rules and regulations, and promptly obey any instructions provided by a staff member of the National Space Centre in relation to any health and safety issue, including during the Event
- You may not bring into or place in the Premises or its environs any flammable, combustible, dangerous or objectionable items, substances or liquids
- Smoking is not permitted anywhere in the Premises.

Behaviour of Event Attendees

- It is your responsibility to ensure that your Attendees are well behaved and do not cause any nuisance, offence or disruption to the National Space Centre, its employees, tenants and/or any other visitors to the Premises. You will use your best endeavours to ensure that your Attendees treat the Premises, and any artefacts and installations, carefully and do not cause any damage or breakages
- We reserve the right to charge you if additional cleaning required, for any breakages, spillages or soiling of any kind caused by Attendees

Marketing

- The National Space Centre wishes to share the events it hosts with others, and as such, is active on social media channels. We will highlight our Christmas Party Nights and include images and testimonials from each event. By signing these terms you agree for the National Space Centre to use any feedback and images shared with us, on our social media channels
- The National Space Centre will have a professional photographer onsite taking pictures. After the event, these images will be saved on our secure server at the National Space Centre and will be used on our website, social media, press releases, and in other marketing materials to raise the profile of Christmas parties, including our annual Christmas brochure that promote our party nights. We will advise the event organiser in advance if a photographer will be on the party night you have booked. If you would prefer to not be in any of the images, please advise in advance or communicate to a member of staff on the evening of the party. You can withdraw images at any time by contacting us on info@spacecentre.co.uk.
- Our privacy policy can be viewed on <https://venuehire.spacecentre.co.uk/privacy-policy/>

Table plan

- Groups of 12 or more will be seated on more than one table
- Please advise of any accessibility requirements and a table will be positioned accordingly

Payment

- Deposit payment is required within 10 days of making a provisional booking. The deposit is non-refundable
- Final payment of balance required by 3rd October. The balance is non-refundable
- Payments can be made by cash, credit card, BACS, debit card or cheque. Please note we do not accept Amex
- Payment by cheque are not accepted two weeks prior to your party date due to clearance time required. Cash or credit card only
- Please note that only one cheque or credit card payment per party will be accepted
- Credit card details will not be accepted via email
- All prices include VAT at the standard rate
- We employ a no refund policy on all payments

Drink Pre-Orders

- We employ a no refund policy on pre-ordered drinks
- All pre-ordered drinks options must be received and paid for no later than 3rd October, these can be ordered on the pre-order form in the brochure.
- The price offered is for pre-orders only. Any re-filling of drinks on Christmas party nights will be charged at full price
- All pre-order drinks will be served on arrival at your table in glassware the National Space Centre deems appropriate
- Pre-ordered drinks and vouchers cannot be purchased on the party night
- Drink vouchers can be exchanged at the main bar for a single drink of your choice (excluding cocktails, champagne and our premium spirits). A single drink is equivalent to a bottle of beer, standard soft drink, small glass of house wine or a single measure of a standard spirit and mixer
- Drink vouchers cannot be exchanged for cash on the evening
- Drinks vouchers will only be given to the organiser on arrival
- Account bars need to be arranged in advanced of the party night at the final details stage (3rd October). These cannot be set-up on the evening of the party.
- Account bars cannot have bespoke stipulations e.g no bottles of wine.
- Account bars will only be accepted with a minimum advance payment of £500, any balance remaining after the event will be refunded.

Cancellation

- The National Space Centre reserve the right to cancel a party night and regrettably will not accept any liability for cancellation. In the event of the National Space Centre cancelling a party night, a full refund will be given
- If you cancel a member/s within your group after confirmation of a booking form, the National Space Centre do not give refunds

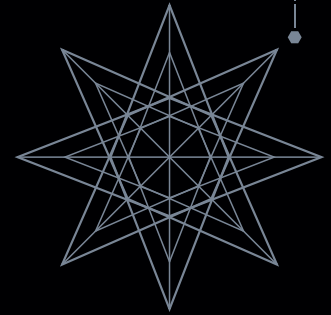
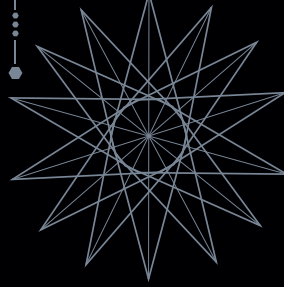
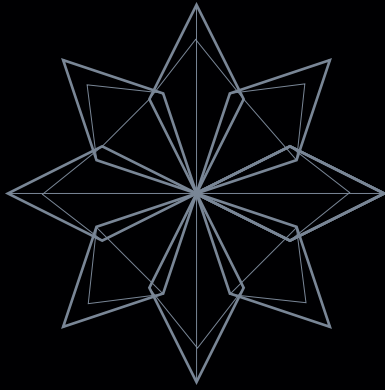
See our website for full Terms & Conditions - venuehire.spacecentre.co.uk/christmas

A large crowd of people is gathered in a dark room, likely a concert or event. Many people have their arms raised in the air, some pointing upwards. In the background, a large blue screen displays the text "HAPPY CHRISTMAS FROM THE NATIONAL SPACE CENTRE" in white capital letters. The screen is decorated with white snowflake and star patterns. The overall atmosphere is festive and celebratory.

**HAPPY CHRISTMAS FROM
THE NATIONAL SPACE CENTRE**

**WE ALL HAD AN AMAZING
EVENING. FOOD WAS
EXCELLENT, GREAT MUSIC
AND OVERALL A GREAT
VENUE. A MEMORABLE NIGHT.**

- TSB BANK



Facebook: /nationalspacecentre

Twitter: @spacecentre

Instagram: @nationalspacecentrevue

venuehire.spacecentre.co.uk
christmas@spacecentre.co.uk
0116 258 2134