

**THE UNDER
GROUND THEATRE**
below Eastbourne Library
Grove Road, Eastbourne

www.undergroundtheatre.co.uk

Information for Hirers

Beneath the library is one of Eastbourne's hidden gems - the Under Ground theatre (UGT), run by the Eastbourne Arts Centre Trust. The UGT hosts drama, music and dance events throughout the year. For details of regular events, see our current brochure.

The venue is also available for private hire, and has been used, to great success, by local businesses, charities and language schools, for meetings and conferences.

THE FACILITIES



THE THEATRE

The auditorium seats up to 145 people in comfortable chairs. Every seat has a good view of the stage. The stage itself is 7m by 5.4m with front curtains which, when closed, provide a 2m x 7m front of stage area.

Backstage are two large dressing rooms with facilities for speakers/performers.

A full theatre sound and lighting system is in place, and our technical team will ensure that your event runs smoothly. The system includes a cassette player, mini-disk player and CD player. Microphones and DI boxes are also available for use.

There is a full audio-visual system, including a ceiling-mounted projector and screen. This can be connected to a lap-top for PowerPoint presentations.

We have available a concert grand piano, which can be hired by arrangement. Tuning of the piano can be arranged at additional cost to the hirer.

The auditorium measures 13 metres by 8.6 metres. The stage is raised above the auditorium floor by 0.94 metres. The stage has front curtains meeting in the middle as well as side and rear permanent curtains.



THE CAFÉ

The café is an ideal space for mid-meeting refreshments. In addition to tea and coffee, we are licensed for the sale of wines, beers and soft drinks. Our staff can prepare and serve drinks and light refreshments.

The café (which measures 6.5m x 8m) can be hired on its own for smaller meetings of up to 45 people. The furniture layout is very flexible, there is ample cutlery and a water boiler for the serving of hot drinks.

If you require more complex catering arrangements, our outside catering partner, Ab-Fab food (tel: 01323 899063, www.abfabfood.co.uk), would be happy to discuss your requirements.



THE FOYER

When you enter the Under Ground Theatre from the stairs which lead down from the main library entrance, you will be in the foyer. This is an L shaped space on two levels. The larger area is 7.4 by 3.6 metres and the smaller 3.4 by 4.1m. Ladies and Gents toilets, as well as the main auditorium and the servery lead off the Foyer. This area is used for displays of pictures by local artists, open to the public 10am-4pm on Fridays and Saturdays. By moving some of the chairs and tables from the servery into the Foyer, you can have space for two break-out sessions if you are running a conference.

HIRING

To hire the UGT, please contact our hirings dept on 07434766377. They will be able to answer any questions about availability and costs – which start from £60 per hour (£40 per hour for the café). Arrangements can also be made for you to be shown the theatre – so you can see all the facilities available.

The UGT is two minutes walk from Eastbourne station and local bus services. Local street parking is available together with the Enterprise Centre car park which is opposite.

Unfortunately, because of the design of the building, the UGT is not suitable for wheelchair visitors.