



BMA HOUSE  
LONDON

# BMA House

Modern events with heritage



# At a glance...

- About **3**
- Our key spaces **4**
- Conferences **8**
- Meetings **9**
- Corporate parties & dinners **10**
- Weddings & celebrations **11**
- Room capacities **12**
- Food & drink **16**
- Sustainability **17**
- Technology **18**
- Hybrid & digital packages **19**
- Contact information **20**



An assurance of excellence in  
business meetings and events  
Service. Safety. Health. Responsibility.





# About

For almost 100 years, BMA House has sat in the heart of London. Designed by Sir Edwin Lutyens – arguably the greatest British architect of the twentieth century – and opened by King George V, our remarkable Grade II listed building offers a beautiful backdrop to a whole host of events.

However, at BMA House we believe that the people who help you deliver your event are as important as the venue itself. We pride ourselves on being able to offer the best service from the initial enquiry all the way through to your event day, working closely with our service teams and renowned catering partners CH&CO. to achieve this.

BMA House brings together the very best of the past and present. Despite our historic elegance we are able to offer all the comfort and convenience of a purpose-built venue. Our 22 unique and versatile spaces are all fitted with cutting edge AV facilities, in person, hybrid or virtual, to ensure your event runs smoothly.

We honour our past by naming many of our rooms after doctors who greatly contributed to the advancement of medicine. Yet, we also place an importance on looking after our future by practicing and promoting sustainability, as we know tomorrow depends on the sustainable work we do today. See [page 17](#) for more details about our environmental ethos and practices.





# The Great Hall

The Great Hall is our largest space and one of the most beautiful, it never fails to make a truly breath-taking first impression. Majestic Corinthian columns with gold-leaf detailing and a 28-foot-high ceiling gives any event hosted in the Great Hall a sense of occasion. Located on the first floor, its two balconies offer fantastic views over the Courtyard, a perfect vantage point for photographers to capture large group shots.

The Great Hall's huge windows give an abundance of natural light. However full black out facilities are available if needed, along with state-of-the-art AV equipment which will be supported by our onsite technicians. The Great Hall has also been kitted out with its very own impressive, bespoke Hybrid Virtual Studio. See [page 19](#) for further details.

The Great Hall has an impressive stage perfect for presentations and award ceremonies. Retractable theatre-style seating offers flexibility for organisers who need the space for more than one purpose. The room can host up to 294 guests in a theatre layout, 160 in a cabaret layout and 200 for dinner. It is also licensed for weddings of up to 200 guests.

## Capacities

Theatre	294
Cabaret	160
Reception	320
Dinner	200
Dinner dance	170
Classroom	120

## Dimensions

Area	459.35m <sup>2</sup>
Height (max)	8.97m
Height (min)	7.71m
from stage	





# The Snow room

The Snow room is a bright, spacious room with stunning original arched windows, typical of Lutyens distinctive style, and an impressive 15-foot-high ceiling. As well as its aesthetic charms the Snow room also boasts an array of the latest AV equipment, including a high-spec data projector, in-built lighting, PA system and an induction loop. This, along with a removable stage, lends the room perfectly to events with speeches and presentations, such as award ceremonies and conferences. The Snow room can accommodate 64 cabaret style, 105 theatre style and 160 for a drinks reception.

The Snow room can be booked in conjunction with its neighbour, the equally impressive Paget room, both offering direct access to the Courtyard. Plus we offer a choice of cloakroom and registration location either within the Snow room's annex or in between the Snow and Paget rooms.

## Capacities

Theatre	105
Cabaret	64
Reception	160
Dinner	100
Dinner dance	80
Classroom	50
Boardroom	36
U-shaped	27

## Dimensions

Area	133.16m <sup>2</sup>
Annex area	40.25m
Height	5.1m





# The Paget room

Situated on the ground floor, the Paget room is full of character and boasts a comprehensive range of high-end AV equipment. The room features Spanish mahogany panels and fireplaces from the original BMA House on the Strand, as well as large Lutyens windows, which floods the space with natural light. It is an impressive location for a variety of events, such as conferences, drinks receptions and dinners. The space can host 156 theatre style, 120 for a dinner and 160 for a drinks reception.

The room is often booked in conjunction with the similarly-sized Snow room, separated by a cloakroom and registration area. These two rooms make up the Lutyens suite, named after the building's architect Sir Edwin Lutyens. The Paget room has direct access to the Courtyard so you can get some fresh air during your conference's breaks.

## Capacities

Theatre	156
Cabaret	80
Reception	160
Dinner	120
Dinner dance	90
Classroom	60
Boardroom	56
U-shaped	46

## Dimensions

Area	210.91m <sup>2</sup>
Height	5.1m





# Outside spaces

It's a rarity to find a venue in central London that offers two outdoors spaces, and BMA House is proud to be able to offer the luxury of choice.

Our first and largest outdoor area is our Courtyard. This spectacular space, within the heart of our historic venue, is the perfect setting for entertaining your guests. Surrounded by stunning architecture on three sides, the Courtyard is accessed through a set of beautiful, wrought iron gates, making for a very impressive entrance. Its striking fountain centrepiece creates an air of tranquillity away from the central London buzz, as well as provides a beautiful backdrop for photos. The Courtyard is always hired in conjunction with one of our equally sized and similarly impressive indoor spaces. All of which can host up to 320 guests.

Our second, smaller outside area is our beautifully tended botanical Garden. With its central pond surrounded by plants and flowers that have all been selected for their medicinal significance, the Garden provides both a fascinating and beautiful setting for a variety of events. The Garden is to be hired with the adjoining Garden room or the nearby Snow room, and can host up to 90 guests. Nestled alongside the oldest buildings within BMA House, the Garden has its own interesting story to tell. The site on which the Garden now resides, once sat the building in which Charles Dickens lived and penned some of his most famous works.





# Conferences

BMA House combines cutting edge technology with historical charm and character in its range of highly flexible conference spaces. Along with our key spaces, we have an array of large and midsize rooms that can host conferences for up to 294 attendees.

Both our Bevan suite and Courtyard suite are ideal for conferences and presentations thanks to their fantastic AV facilities – an in-built PA system, an induction loop, video conferencing and a high-end projector, to name a few.

The Courtyard suite is a large, bright space due to its abundance of natural daylight and its contemporary fittings. It can be hired as one space or partitioned into its three separate entities, which can be used as breakout rooms for a larger conference. The Courtyard suite is situated, as the name suggests, alongside one of our beautiful outside spaces, a perfect place for your delegates to recharge their batteries in their breaks.

Our Bevan suite is a space with a unique aesthetic, owed to its beautiful domed barrelled ceiling. The Bevan suite is perfect for conferences that need space for additional sessions but want to be self-contained, as it is on the third floor, along with a similarly-styled space and individual smaller rooms that can be used for catering, and breakout-sessions respectively.

Please ask to see our DDR Packages.





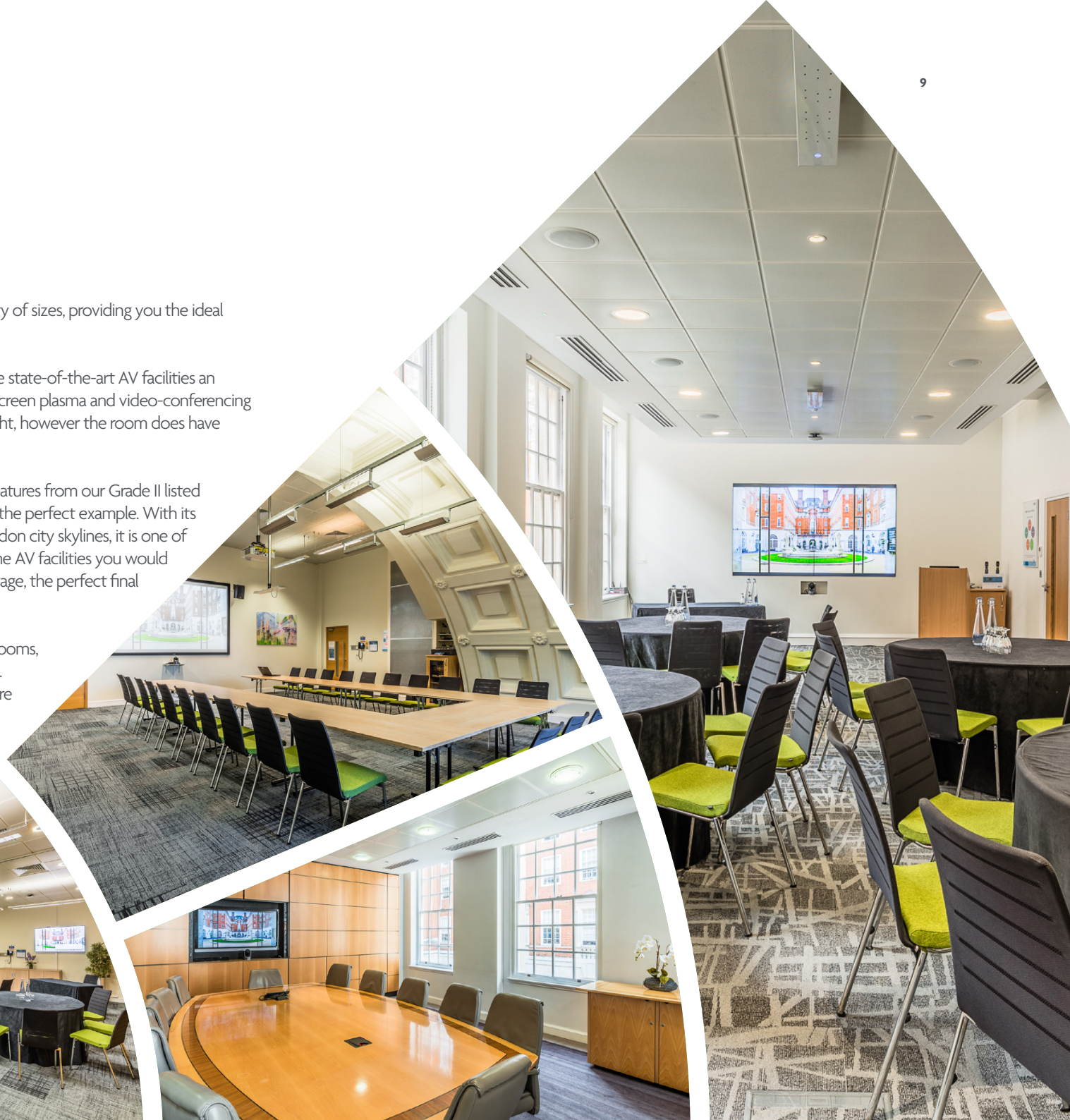
# Meetings

BMA House offers a range of meeting rooms in a variety of sizes, providing you the ideal setting to meet, talk and think.

Our recently refurbished Worcester room boasts all the state-of-the-art AV facilities an organiser could wish for. This includes a high-end split screen plasma and video-conferencing capabilities. Large windows fill the room with natural light, however the room does have complete blackout facilities if required.

However, if you were hoping for a room with period features from our Grade II listed building we can also offer this, and our Harvey room is the perfect example. With its Art Deco domed ceiling and stunning views of the London city skylines, it is one of our more beautiful mid-sized rooms. It comes with all the AV facilities you would need for a meeting as well as room for a removeable stage, the perfect final flourish for presentations.

We also have a number of additional smaller meeting rooms, such as our purpose-built boardroom, the Carter room. Its impressive wooden doors and solid wooden furniture make it a popular choice for VIP board meetings. Like the Worcester room, this room has large windows which offer a spectacular view over the Courtyard below but also has blackout blinds if needed. Our smaller rooms still come with fantastic AV facilities including video-conferencing.





# Corporate parties & dinners

Our venue has seven stunning spaces that can be hired for a multitude of events, from award ceremonies to summer or Christmas parties. This includes both Grade II listed and contemporary rooms, so you are sure to find a beautiful backdrop for your brief. Our location means the venue is immediately accessible for inbound partygoers, boasting excellent transport links.

Our flagship space, the Great Hall, can host up to 320 for a drinks reception and 200 for dinner. Whereas our majestic Snow and Paget rooms can each accommodate drinks receptions for up to 160 and dinners for up to 100. These spaces also come with the use of our larger outside area, the Courtyard, which can host up to 320 for drinks receptions, parties and barbeques, along with space for live music and garden games.

For smaller events we have our Garden room, which opens directly onto its namesake. It is a light, spacious room thanks to its double-height ceiling and large windows. It has a fixed bar, space for live music and a capacity of up to 90 for a drinks reception or 48 for a dinner.

We've created inspiring packages for [summer](#) and [Christmas](#) parties to take the stress out of planning, along with an abundance of fabulous upgrade options to take your parties to the next level.





# Weddings & celebrations

Our beautiful, Grade II listed wedding venue has four unique spaces where couples can say 'I do'. For large ceremonies of up to 200 guests we have the Great Hall, and for more intimate gatherings the Prince's room is the perfect fit. The Paget room can comfortably host up to 150 and its neighbour, the Snow room, up to 100.

No matter the size of your wedding, all our rooms have striking period features to lend a sense of elegance and luxury to your day. Our Great Hall and Prince's room both feature Corinthian columns with gold-leaf detailing, high ceilings and an abundance of natural light. The Prince's room also comes with a majestic marble foyer, making for an impressive entrance.

Our spectacular selection of spaces means we are able to provide a magical setting for every part of your special day. However our true secret lies within our two outdoor spaces, the Courtyard, which can host up to 320, and the Garden, which can host up to 90. Both of which offer beautiful backdrops for drinks receptions and photographs.

[Click here](#) to view our wedding packages for more info.





# Room capacities



## Courtyard Ground Floor

### Capacities

Standing buffet	300
Standing reception	320



## Courtyard suite Ground Floor

### Capacities

Theatre	120
Cabaret	64
Standing buffet	150
Classroom	64
Boardroom	58
U-shape	50

## Bevan suite

### Third Floor

#### Capacities

Theatre	150
Cabaret	77
Standing buffet	150
Classroom	70
Boardroom	56
U-shape	50



## Black room

### Third Floor

#### Capacities

Theatre	100
Cabaret	42
Standing buffet	100
Classroom	45
Boardroom	32
U-shape	27



## Harvey room

### Third Floor

#### Capacities

Theatre	84
Cabaret	42
Standing buffet	100
Classroom	45
Boardroom	32
U-shape	27



## Council Chamber

### First Floor

#### Capacities

Theatre	97
Without top table	88



# Room capacities



## Prince's room

### First Floor

#### Capacities

Theatre	70
Cabaret	42
Standing buffet	75
Classroom	30
Boardroom	36
U-shape	30



## Garden

### Ground Floor

#### Capacities

Standing buffet	90
Standing reception	90

## Garden room

### Lower Ground Floor

#### Capacities

Dining	48
Standing buffet	90
Standing reception	90



## Murrell-Barnes suite

### Ground Floor

#### Capacities

Theatre	88
Cabaret	42
Standing buffet	100
Classroom	34
Boardroom	38
U-shape	32



## Worcester room

### First Floor

#### Capacities

Theatre	72
Cabaret	30
Standing buffet	75
Classroom	30
Boardroom	36
U-shape	33



## Anderson-Barnes suite

### Ground Floor

#### Capacities

Theatre	70
Cabaret	28
Standing buffet	80
Classroom	24
Boardroom	32
U-shape	26



# Room capacities



## Lister-Fleming suite

Third Floor

### Capacities

Theatre	40
Cabaret	28
Standing buffet	40
Classroom	20
Boardroom	24
U-shape	20



## Murrell room

Ground Floor

### Capacities

Theatre	55
Cabaret	28
Standing buffet	70
Classroom	30
Boardroom	30
U-shape	24

## Dickens room

Lower Ground Floor

### Capacities

Theatre	40
Cabaret	28
Standing buffet	40
Classroom	20
Boardroom	24
U-shape	20



## Aldrich-Blake room

Second Floor

### Capacities

Boardroom	24
U-shape	22



## Anderson room

Ground Floor

### Capacities

Standing buffet	50
Boardroom	22
U-shape	16



## Jenner room

Third Floor

### Capacities

Standing buffet	20
Boardroom	18
U-shape	15



# Room capacities



**Tudor-Hart room**  
Second Floor

**Capacities**

Boardroom	16
U-shape	14



**Barnes room**  
Ground Floor

**Capacities**

Standing buffet	30
Boardroom	12
U-shape	9

**Simpson room**  
Third Floor

**Capacities**

Standing buffet	16
Boardroom	12
U-shape	10



**Lister/ Fleming rooms**  
Third Floor

**Capacities**

Standing buffet	20
Boardroom	12
U-shape	10



**Carter room**  
First Floor

**Capacities**

Boardroom	12
U-shape	10



**Magill room**  
Second Floor

**Capacities**

Boardroom	10
U-shape	9

Please ask to see our rate sheet



# Food & drink

We understand how important catering is at any event, no matter the occasion our award-winning catering partners CH&CO. will create and serve mouth-watering food and drink that will impress your guests.

Taste and wellbeing are at the heart of everything they do, therefore fresh, natural, unprocessed ingredients are used to create food that nourishes as well as delights.

In 2018 CH&CO. became the largest and most diverse contract caterer to be awarded the top-level three-star 'Food Made Good' rating by the Sustainable Restaurant Association (SRA). We strive to minimise our impact on the environment, therefore our chefs mindfully source seasonal ingredients from local and regional suppliers that share our ethos on sustainability. They source locally when possible which keeps food miles to a minimum but also ensures ingredients are served when they are at their best.

From plant-based dishes to gluten or dairy free, our chefs create delicious, bespoke menus that support specific dietary requirements and lifestyle choices.

[Click here](#) to see our menu





# Sustainability

BMA House places sustainability at the heart of everything we do. This has won us the 'Greenest Venue' award in 2018 and 2019, a 'Most Sustainable Venue' award in 2019, silver at the 2019 London Venue Awards for 'Best CSR or Sustainability Initiative' and a Gold award in Green Tourism. We are one of five venues in London to achieve this Gold award, which is no mean feat for a Grade II listed building.

## We achieved the above due to our impressive green initiatives which include:

- Achieving zero to landfill status in February 2016. We have gotten rid of single use plastic and last year we recycled 124,100 kg, saving 393 trees. One way we recycle is making new products from our waste, such as reusable coffee cups, which we give out as a sustainable gift at tradeshow.
- Installing water saving devices that has saved us 5.4 million litres a year.
- Promoting a clean air walking route to the venue from King Cross station which takes delegates off the busy roads onto backstreets where air pollution is 57% lower.
- Conferencing with the use of 'SMART Kapp' flipcharts that you can connect to your personal device, so you can save and share your meeting's notes.
- Lighting being upgraded to PIR and LED based lighting.
- Working with an expert nutritionist to create menus from responsibly sourced foods that sustain energy levels and promote healthy eating. We also offer a plant based menu and DDR which aims to help the client perform well, feel good and do a little bit for the planet.

These green initiatives have allowed us to drastically reduce our delegate carbon footprint by 69% over the past 4 years. We are continuously working hard as a venue and a wider organisation to keep up our fantastic green credentials and ensure our environmental impact is at the top of our agenda.



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# Technology

Clients tell us they initially booked BMA House because of its history and architecture but the quality of the AV facilities and the expertise of our support team keep them coming back.

Specifics for each of our spaces vary, but throughout the venue organisers can expect complimentary in-built PA systems, data projectors, LED screens, mics, and Wi-Fi. We can also offer video conferencing, SMART flipcharts, and induction loops.

Our Council Chamber, purpose built to facilitate interactive debates, AGMs and presentations, is one of our most impressive rooms in terms of AV, with individual push-to-talk mics, laptop connectivity, and a live voting panel for each of its 97 seats.

Onsite technicians provide support to all meeting rooms during the day and full day hire of our larger spaces comes with a dedicated technician who will take care of all your AV needs, leaving you to concentrate on your guests.

As well as all the in-built facilities we also have a range of equipment organisers can hire, should you need to.

See the next page for a more detailed overview of AV we can provide to facilitate hybrid or purely digital events. Or [click here](#) to download our audio visual guide.





# Hybrid & digital packages

The events industry is changing, whether it is social distancing post-Covid or simply the fact that more people are meeting virtually. To reflect both the challenges presented by COVID-19 and the future needs of event organisers we have created a range of hybrid and digital event packages that maximise our extensive technical expertise. They allow for purely digital events, speaker only broadcasts, or hybrid events with delegates onsite.

## Highlights from the packages include:

- **Hybrid events** – The Great Hall has been kitted out with a Hybrid Virtual Studio, custom-built to fit our flagship space. The Studio includes a prominent 20ft wide by 10ft height Green Screen with a fully customisable background, 4 x PTZ HD camera set up, streaming PC, VMix 4k Pro Software, relay monitors and professional lighting to cater for all your studio needs.
- **Fully digital meetings** – facilitated by BMA's technical experts, we are capable of hosting virtual events for up to 250 with branding, or 500 without. This option takes away the hassle and challenges of running a digital event, allowing organisers to focus on the content. Offers advanced webinar features such as polls, surveys and live Q&A that allow for interaction between the speaker and the delegates.
- **Webcasting** – fully branded live streaming platform with up to 2,000 viewing hours of content, that can be uploaded onto your social media sites. Created using professional cameras and sound suite, managed by two technicians.
- **Breakout sessions** – available direct from main sessions or via bespoke joining links. Full presentation setup with Q&A and interaction for up to 250 delegates.
- **Exhibitor and Sponsor spotlights** – interactive demonstrations, virtual pitches and scheduled Q&A sessions. Run live or created in advance by professional film and edit teams.

For further information and prices on our hybrid and digital packages [click here](#).



# How to find us

## Location

Opposite Tavistock Square,  
on Upper Woburn Place

## Tube

**Euston** (6 minutes walk)

**St Pancras** (12 minutes walk)

## SatNav Post Code

Taxis to come to front of  
the building **WC1H 9JZ**

