



## VENUE HIRE

The Royal Academy of Music moves music forward by inspiring successive generations of musicians to connect, collaborate and create.

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**UNIVERSITY  
OF LONDON**

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## INTRODUCTION

The Royal Academy of Music offers a selection of venues suitable for a wide range of events, including those featuring music and events with a different focus. Our knowledgeable and friendly Venue Hire team will be happy to advise and assist with planning your event to ensure that all guests and attendees have a memorable experience.

All our spaces are equipped with pianos, and details of audio-visual equipment are included in the venue specification pages.

The Academy also has a selection of teaching, practice and meeting rooms available for private use. Please enquire for further details.

The venue hire service operates on Saturday evenings (6.30-10pm), Sundays and outside the Academy **term dates**. All-day hire is available on selected term time Saturdays when **Junior Academy is not in operation**. Please enquire for further details.

## VENUE HIRE CONTACTS

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## DUKE'S HALL

The Academy's flagship concert hall, suitable for orchestral rehearsals and concerts, recitals, recordings and receptions.



**Audience Capacity:** Up to 319\* (stalls 239, balcony 80), plus 3 wheelchair spaces.

\*Any technical or recording equipment located in the auditorium or use of a stage extension will affect the total audience capacity.

**Orchestral Capacity:** Approx. 80

**Standing Reception Capacity:** 200

**Seated Dinner Capacity (round tables):** 100

**Piano:** Steinway model D

**Organ:** Kuhn Orgelbau, 2013\*

### Stage Measurements:

Front section: 1370cm x 510cm

3 x wind and brass risers: 1210cm x 120cm

Percussion riser (curved): 1370cm x 296cm (at widest point)

Choir risers at the back of the stage leading to the organ.

A stage extension providing an additional 1m depth to the front section may be available depending on the date of the event.

The piano remains on stage but can be moved to any area of the front section.

The Academy's stock of percussion remains on stage but can be screened off so it is not visible to the audience or guests.

*\*Use of the organ requires approval from the Academy's Head of Organ.*

**Stage Access:** The Duke's Hall stage is accessed via stairs located stage left, leading to a backstage area. Additional access is possible upstage to either side of the organ.

**Auditorium Access:** Access to the ground floor auditorium is via the Academy's main foyer, while entry to the balcony is via the first floor. The balcony is accessible by lift, but please note that the seating is not suitable for individuals who require step-free access.

**Backstage:** There is a small backstage area behind the Duke's Hall. Additional changing/green room/storage space will be required for large events and orchestral concerts.

**Dressing Rooms:** There are nine single/dual occupancy dressing rooms shared between the Duke's Hall and Susie Sainsbury Theatre. The Venue Hire team can advise on availability.

**Audio/Visual:** The Duke's Hall has a PA system, and handheld and belt pack/lapel microphones are available. The PA is operated from the backstage Stage Manager position. The Duke's Hall PA system is designed to amplify spoken word (introduction or speeches) and is not suitable for use with live music performances.

The Duke's Hall does not have a projector or screen, but portable equipment can be provided, subject to availability.

**Recording:** A control room is situated on a mezzanine floor at the rear of the auditorium. Use of the control room is subject to approval from the Academy's Recording Team and an additional fee.

**Equipment/Furniture:** The hire fee includes use of chairs and music stands as required, a conductor's podium and stand.

**Lighting:** There is a fixed rig, which provides a choice of pre-set lighting states.

The external windows (stage left side) can be covered, with the exception of the two furthest upstage.

The lighting can be operated from front of house or backstage.

**Communication:** Telephone points are located front of house and backstage to allow communication within the venue.

**Power:** 13amp power sockets are located around the hall and under trapdoors on the stage.

**Take a virtual tour of the Duke's Hall**

# ANGELA BURGESS RECITAL HALL

A striking rooftop space featuring astounding acoustics that are great for both recording and performance.



**Audience Capacity:** 94, inclusive of wheelchair spaces\*

\*Any technical or recording equipment located in the auditorium will affect the total audience capacity.

**Standing Reception Capacity:** 80

The atrium directly outside the recital hall makes a perfect breakout venue for refreshments.

**Orchestral Capacity (*for rehearsals only*):** 30

**Piano:** Steinway model D

The piano is connected to a humidity control system which must remain plugged in. The piano can be moved to other positions within the hall provided it is within reach of a power socket.

**Auditorium Access:** The Angela Burgess Recital Hall is located between the second and third floors of the main building. Step-free access is possible via a dedicated lift; however, advice should be sought if large equipment will be needed within the venue.

**Lift Dimensions:** Height 199cm  
Width 90cm (door), 106cm (interior)  
Depth: 139cm to door  
Max occupancy 500kg/5 people

**Stage Access:** Stage doors are located to each side of the performance area, leading to the side corridor and equipment store/recording control room.

**Backstage:** There is no dedicated backstage space; nearby teaching rooms can be booked as green rooms or warm-up spaces.

**Recording:** There is a small recording control room to the rear of the hall with visual access to the performing area.

**Audio/Visual:** The Angela Burgess Recital Hall has an integrated projector, screen and PA system. Handheld and belt pack/lapel microphones are available although not normally needed. Devices such as laptops can be connected to the AV system via HDMI cable using a panel on the stage right side.

**Equipment/Furniture:** The hire fee includes use of chairs and music stands as required.

**Lighting:** There is a fixed rig, which provides a choice of six pre-set lighting states:

- General (all lights)
- House & Pre-set
- Small Recital
- Large Recital
- Present (for use with the projector)
- Cabaret

The lighting can be operated from within the auditorium or backstage.

The oculus (roof window) and side window can be covered upon request to create a full blackout.

**Power:** 13amp power sockets are located around the hall.

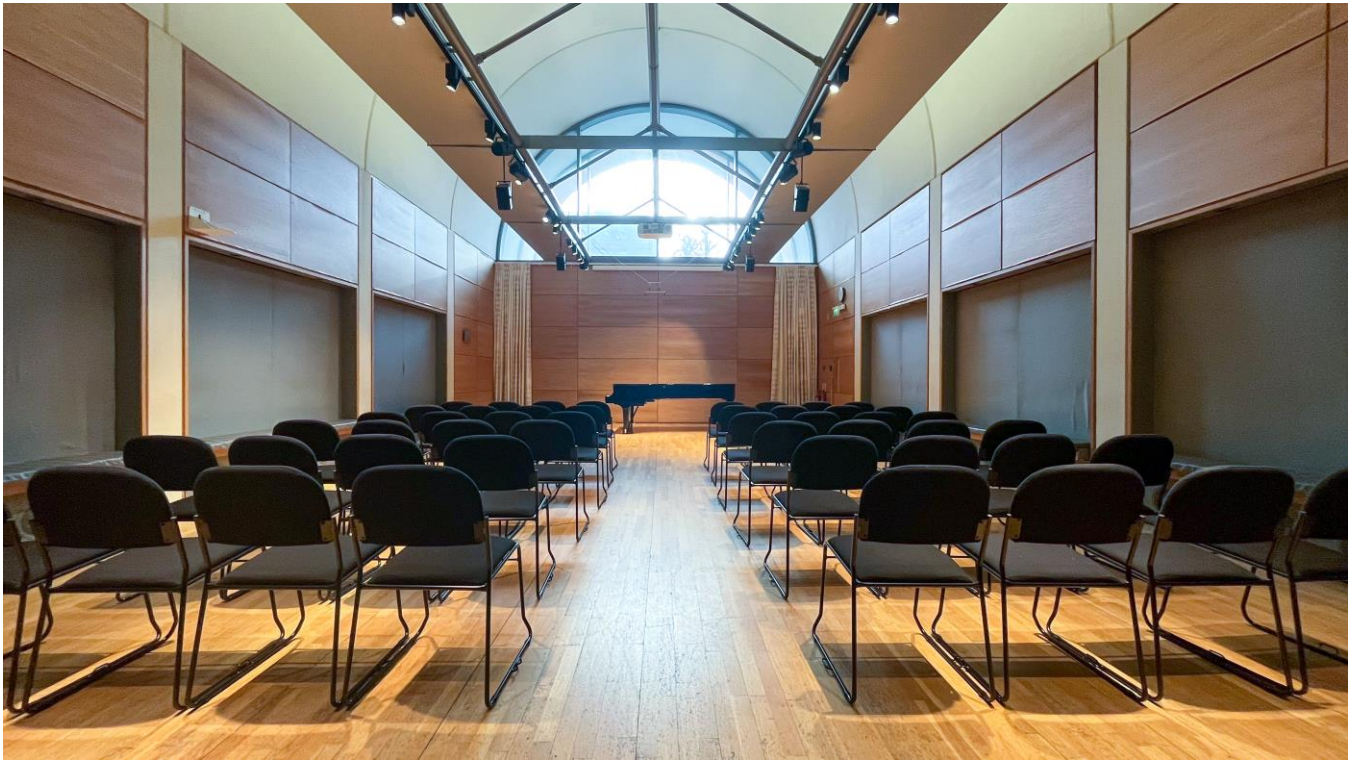
**Acoustics:** Curtains are present on the side walls to alter the acoustic of the space.

**Take a virtual tour of the Angela Burgess Recital Hall**



# DAVID JOSEFOWITZ RECITAL HALL

A recital space ideally suited for solo and small ensemble performances and conveniently located for conferences and receptions.



**Audience Capacity:** 108, plus 2 wheelchair spaces\*

The seating comprises 88 seats in the central block, plus 20 seated on side benches.

\*Any technical or recording equipment located in the auditorium will affect the total audience capacity.

**Standing Reception Capacity:** 90

**Orchestral Capacity (*for rehearsals only*):** 30

**Piano:** Steinway model D

**Auditorium Access:** The David Josefowitz Recital Hall is located in the basement level between the main building and York Gate. Natural light is provided via the semicircular window located above the performance area. Step-free access is possible via the main building lift.

**Stage Access:** The stage door is located to the left side of the performance area.

**Backstage:** There is no dedicated backstage space; nearby teaching or practice rooms can be booked as green rooms or warm-up spaces.

**Audio/Visual:** The David Josefowitz Recital Hall has an integrated projector, screen and PA system. Handheld and belt pack/lapel microphones are available although not normally needed. Devices such as laptops can be connected to the AV system via HDMI cable using a panel on the stage left side.

**Equipment/Furniture:** The hire fee includes use of chairs and music stands as required.

**Lighting:** Zoned lighting can be altered via switches at the front and rear of the hall.

**Power:** 13amp power sockets are located around the hall.



## CONCERT ROOM

Containing two grand pianos, the Concert Room is perfect for orchestral rehearsals, movement calls, auditions, workshops, lectures and informal performances.

**Audience Capacity:** 80\*

\*Any technical or recording equipment located in the auditorium will affect the total audience capacity.

**Orchestral Capacity (*for rehearsals only*):** 40

**Pianos:** Steinway model B & **Steingraeber C-212 Transducer**

**Auditorium Access:** The Concert Room is located in the lower ground floor level. Step-free access is possible via a dedicated lift; however, advice should be sought if large equipment will be needed within the venue.

**Lift Dimensions:** Height 199cm  
Width 90cm (door), 106cm (interior)  
Depth: 139cm to door  
Max occupancy 500kg/5 people

**Stage Access:** The stage door is located to the right of the performance area.

**Backstage:** There is no dedicated backstage space. Nearby teaching or practice rooms can be booked as green rooms or warm-up spaces.

**Equipment/Furniture:** The hire fee includes use of chairs and music stands as required.

**Lighting:** There is a basic lighting rig which illuminates the space but does not provide extra functionality.

**Power:** 13amp power sockets are located around the venue.

## FORSYTH ROOM

Recently refurbished, the Forsyth Room is suitable for a range of events, including solo or chamber music rehearsals and performances, workshops, lectures, and receptions.



**Audience Capacity:** 40

\*Any technical or recording equipment located in the auditorium will affect the total audience capacity.

**Standing Reception Capacity:** 40

**Piano:** Steinway model B

**Harpsichord:** William Dowd French double manual, 1985, A415 (A440), Valotti, 61 note, FF-f3. Availability of the harpsichord and conditions for use should be checked with the Venue Hire team.

**Auditorium Access:** The Forsyth Room is located on the first floor of the main building. Step-free access is possible via the main lift.

**Stage Access:** No dedicated stage door.

**Backstage:** There is no dedicated backstage space. Nearby teaching rooms can be booked as green rooms or warm-up spaces.

**Audio/Visual:** The Forsyth Room has a wall-mounted screen with speakers and hi-fi. Laptops can be connected to the screen via HDMI cable.

**Equipment/Furniture:** The hire fee includes use of chairs and music stands as required.

**Lighting:** The venue has soft lighting which illuminates the space but does not provide extra functionality.

**Power:** 13amp power sockets are located around the venue.

# SUSIE SAINSBURY THEATRE

Launched in 2018 and comprising a stage with flying system and orchestra pit, the Susie Sainsbury Theatre is suitable for a variety of large-scale events including fully staged theatrical productions.



**Audience Capacity:** 309, plus 3 wheelchair spaces

**Stage Dimensions:** 10m x 8m

Full technical specifications for the Susie Sainsbury Theatre are available upon request via [venuehire@ram.ac.uk](mailto:venuehire@ram.ac.uk).

## TEACHING, PRACTICE & MEETING ROOMS

The Academy has a variety of teaching and practice rooms available for hire, which can be used for auditions, practice or rehearsals for individuals and small ensembles.

Two meeting rooms are available and portable A/V and hybrid meeting equipment can be provided.



All teaching and practice spaces have pianos, with the majority containing grand pianos. Details of pianos can be provided upon request.

Please enquire for further details: [venuehire@ram.ac.uk](mailto:venuehire@ram.ac.uk)



## EQUIPMENT

Use of the resident pianos, chairs and music stands is included in the cost of hire. Additional equipment is listed below; please consult the Venue Hire team for details of availability and price. Please do not hesitate to enquire about any equipment not listed.

### Instruments:

- Celeste
- Harpsichord (including digital options)
- Chamber Organ (including digital options)
- Digital keyboards (transposing)

Use of these instruments is subject to availability. The Academy will arrange tuning for historic keyboards using our approved list of tuners, with the cost settled directly between the tuner and the hirer. Unauthorised tuning of the instruments is not permitted, but the Venue Hire team are happy to discuss any specific arrangements.

### Equipment:

- Portable TV screens
- Hi-fi/speakers
- Extension cables
- Tables (various sizes)
- Whiteboards
- Internet connected screen with camera for online or hybrid events
- Sign holders
- Additional staging pieces
- Screens for blind auditions

## RECORDING

Inbuilt recording equipment is available in the Duke's Hall, Angela Burgess Recital Hall, David Josefowitz Recital Hall, Concert Room, Forsyth Room and Susie Sainsbury Theatre. The static cameras and microphones are designed to capture a high-quality recording of events taking place within the performance area.

The equipment is pre-programmed to start and stop at agreed times, saving the cost of requiring recording personnel to be on site. The service provides a single wide shot covering the performance area and does not include any editing or post-production.

Quotes for bespoke engineer-led recordings and use of the Duke's Hall control room can be provided upon request. Please enquire via [venuehire@ram.ac.uk](mailto:venuehire@ram.ac.uk).

Independent recording of events by hirers is permitted at no additional cost, provided all copyright and data protection requirements are in place and any free-standing equipment is positioned in the approved locations.

## CATERING

The Academy's in-house caterer, Absolute Taste, will be delighted to discuss any catering requirements for your event.

Catering options, including the use of external caterers, can be discussed with the Venue Hire team via [venuehire@ram.ac.uk](mailto:venuehire@ram.ac.uk).

## BOX OFFICE

The Academy can provide a box office service for ticketed events. The box office service includes a listing on the Academy website, online sales and telephone sales within the box office opening times. On the day of the event the on-site box office counter will open one hour before the performance and will close 30 minutes after the performance's scheduled start time. Please enquire with the Venue Hire team for further details and cost.

Hirers are able to provide their own box office service if preferred. However, we do ask that a dedicated ticketing representative is on site from 90 minutes prior to the performance start time until the end of the event.

## GENERAL INFORMATION

**Piano Tuning:** Academy pianos are tuned regularly and pianos in the Duke's Hall, Angela Burgess Recital Hall and David Josefowitz Recital Hall are usually tuned at least twice a week in term time. Tuning can be arranged specifically for any event via the Academy's Piano Technical Services department. Please enquire for details and cost.

**Staff:** The Academy will provide a Stewarding Team for any events which are open to the public or have over 50 attendees. Performances will be allocated a Stage Manager to assist with stage changes (excluding performances in the Susie Sainsbury Theatre).

**Booking Process:** Enquiries should be submitted to [venuehire@ram.ac.uk](mailto:venuehire@ram.ac.uk) and a member of the team will be happy to advise on venue availability and suitability. Site visits are encouraged, and the Venue Hire team can advise on suitable dates and times.

A booking form will be issued to gather details of the event, which will also help to confirm venue availability and suitability, and to create a quote.

Once the date, venue and quote have been approved, a Hire Agreement will be issued. Once this is signed, the Academy will issue an invoice for the hire fee (either a deposit or full payment, depending on the details of the event). Payment can be made by bank transfer or credit/debit card.

The Academy can hold venues for three weeks from the date of the provisional booking; if a Hire Agreement has not been signed within this window, then the provisional booking will be released.

## HIRING ACADEMY MUSICIANS

At the Academy, performance is at the heart of our students' training. Talented musicians from the Royal Academy of Music can make your event truly memorable. Whether you're looking for classical soloists, string quartets, pianists, jazz musicians, or singers, we can offer a wide range of musicians for both standout performances and background music at events, functions and weddings.

By booking with us, you'll be supporting the next generation of musical talent and we will work closely with you to select the best suited musicians for your event, ensuring a stress-free process.

For more details and contact information, please visit our [website](#).

