

# THE SHIPPING OFFICE

1,130  
SQ.FT

2-60  
CAPACITY

A large impressive space on the top floor of Lloyd's House with original heritage features from the 1867 cotton warehouse including pitched ceiling, fireplace, exposed brick walls, wooden floor and a beautiful bay-window overlooking Manchester Town Hall.

Combined with contemporary furniture and lighting we offer a unique, truly Mancunian setting ready for a range of meetings, presentations, workshops and events.

### Hire Hours

Full Day: 8.30am – 5.30pm

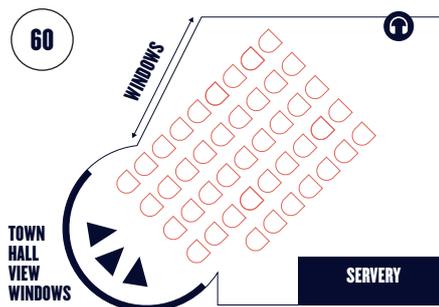
Half Day: 8.30am – 12.30pm  
or 1.30pm – 5.30pm

*Or talk to us about more flexible timings to suit your day.*

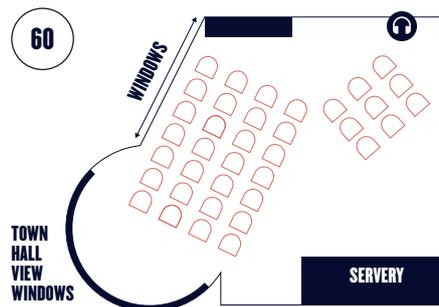


## ROOM LAYOUTS

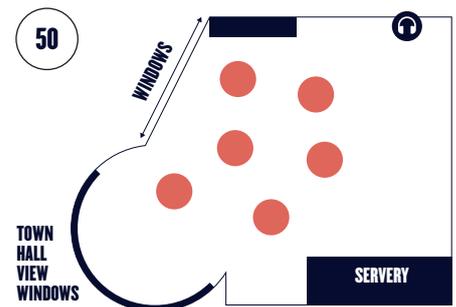
### THEATRE (TOWN HALL VIEW)



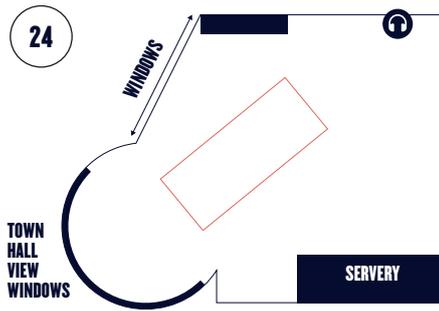
### THEATRE (PRESENTATION WALL VIEW)



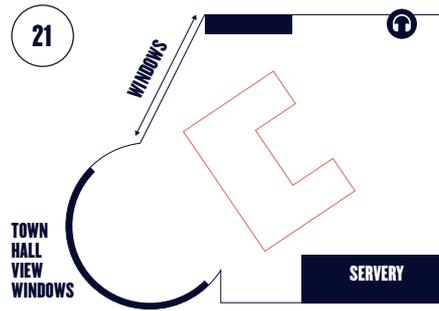
### CABARET



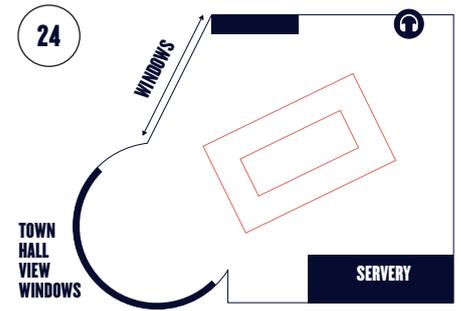
## BOARDROOM



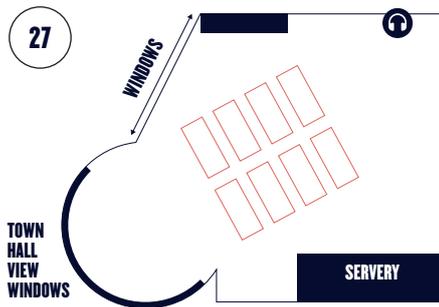
## U SHAPE



## HOLLOW SQUARE



## CLASSROOM



### Prices

Full Day Rate: £800 + VAT

Half Day Rate: £400 + VAT

*\*10% discount for CityCo and Manchester BID members. 10% charity discount.*

### Catering

We offer our guests unlimited filtered water, tea, coffee and biscuits for £3.75pp + VAT for a full day room hire or £2.25 pp + VAT for half day hire.

### Room cost includes:

- Natural daylight
- Original heritage features
- Free WiFi
- Desktop computer
- Projector and wall screen
- High-spec PA system
- Roving/table-top microphones
- Presentation clicker
- Flip charts with pens and pads
- Meeting stationery
- Break-out spaces subject to availability

For food, we have a range of delicious options. See included current menus to talk to us about bespoke arrangements.



# THE COTTON ROOM

280  
SQ.FT

12  
PP

A bright welcoming room on the top floor of Lloyd's House, with notable historic elements from the 1867 cotton warehouse including pitched ceiling, exposed brick walls, metalwork and wooden floor.

Combined with contemporary furniture and lighting we offer a unique, truly Mancunian setting ready for a range of meetings, presentations, workshops and events.

### Hire Hours

Full Day: 8.30am – 5.30pm

Half Day: 8.30am – 12.30pm  
or 1.30pm – 5.30pm

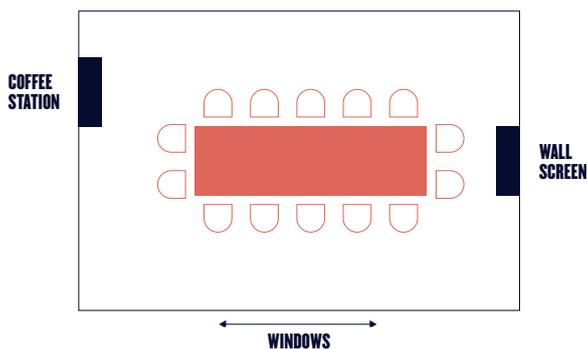
*Or talk to us about more flexible timings to suit your day.*



## ROOM LAYOUT

BOARDROOM

12



---

### Prices

Full Day Rate: £350 + VAT

Half Day Rate: £175 + VAT

Hourly Rate: £50 + VAT

\*10% discount for CityCo and Manchester  
BID members. 10% charity discount.

### Room cost includes:

- Natural daylight
- Original heritage features
- Free WiFi
- Conference calling
- TV screen
- Presentation clicker
- Flip charts with pens and pads
- Meeting stationery

### Catering

We offer our guests unlimited filtered water, tea, coffee and biscuits for £3.75pp + VAT for a full day room hire or £2.25 pp + VAT for half day hire.

For food, we have a range of delicious options. See included current menus to talk to us about bespoke arrangements.



# THE SORTING ROOM

190  
SQ.FT

10  
PP

A light comfortable room on the top floor of Lloyd's House, with special heritage aspects from the 1867 cotton warehouse including a feature window, wooden floor and original WW2 bomb-blast steel fire door.

Combined with contemporary furniture and lighting we offer a unique, truly Mancunian setting ready for a range of meetings, presentations, workshops and events.

### Hire Hours

Full Day: 8.30am – 5.30pm

Half Day: 8.30am – 12.30pm

or 1.30pm – 5.30pm

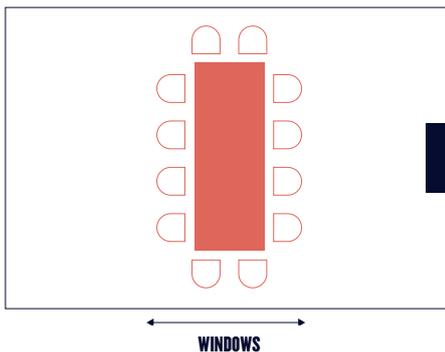
*Or talk to us about more flexible timings to suit your day.*



## ROOM LAYOUT

BOARDROOM

10



---

### Prices

Full Day Rate: £250 + VAT

Half Day Rate: £125 + VAT

Hourly Rate: £50 + VAT

\*10% discount for CityCo and Manchester  
BID members. 10% charity discount.

### Room cost includes:

- Natural daylight
- Original heritage features
- Free WiFi
- TV screen
- Presentation clicker
- Flip charts with pens and pads
- Meeting stationery

### Catering

We offer our guests unlimited filtered water, tea, coffee and biscuits for £3.75pp + VAT for a full day room hire or £2.25 pp + VAT for half day hire.

For food, we have a range of delicious options. See included current menus to talk to us about bespoke arrangements.



# THE DETAILS

SPACE FOR HIRE	THEATRE STYLE	CABARET STYLE	BOARDROOM	U SHAPE	HOLLOW SQUARE	CLASSROOM	FULL DAY RATE + VAT	HALF DAY RATE + VAT	HOURLY RATE + VAT
THE SHIPPING OFFICE	60	50	24	21	24	27	£800	£400	-
THE COTTON ROOM	-	-	12	-	-	-	£350	£175	£50
THE SORTING ROOM	-	-	10	-	-	-	£250	£125	£35

## Hire Hours

Full Day: 8.30am – 5.30pm

Half Day: 8.30am – 12.30pm

or 1.30pm – 5.30pm

*Or talk to us about more flexible timings to suit your day.*

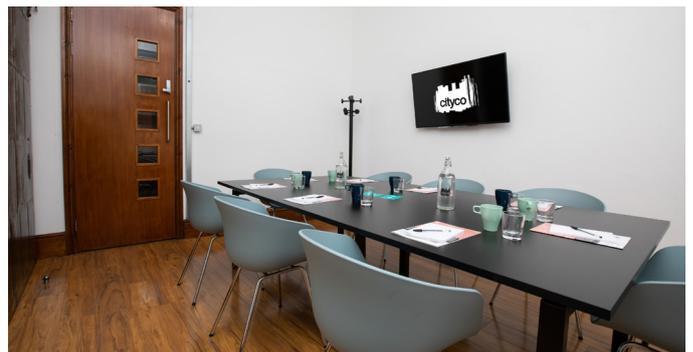
## Room cost includes:

- Natural daylight
- Original heritage features
- Free WiFi
- Conference calling
- Desktop computer
- Projector and wall screen
- High-spec PA system
- Roving/table-top microphones
- Presentation clicker
- Flip charts with pens and pads
- Meeting stationery
- Break-out spaces subject to availability

## Catering

We offer our guests unlimited filtered water, tea, coffee and biscuits for £3.75pp + VAT for a full day room hire or £2.25 pp + VAT for half day hire.

For food, we have a range of delicious options. See included current menus to talk to us about bespoke arrangements.



# EXTRAS

---

We would be delighted to offer our guests a range of additional set-up, presentation and audio equipment. Talk to us about arrangements for your meeting or event.

- Bespoke Table Linen
- Podium Tables
- Extra furniture
- Staging
- Lectern / Lectern Microphone
- Lapel Microphones
- Additional TV screen
- Video Conferencing
- AV Technician

Quotes available for additional items on request. Additional set-up charges may apply.

# ACCESSIBILITY

---

CityCo's Event and Meeting Spaces are on the top floor of Lloyds House. The heritage building is Grade-2 listed and although CityCo makes it a priority to be as accessible as possible, there are some restrictions due to the historic building. Disability access is at our 18 Lloyd Street entrance where we do have lift access, however not all wheelchairs fit in the lift. We have a mobile wheelchair ramp and foldable wheelchair to help assist. We also have an accessible toilet on the top floor. For those with mobility restrictions and/or for whom this may concern, please email [roomhire@cityco.com](mailto:roomhire@cityco.com) and our staff will be happy to help and support in any way we can.

---

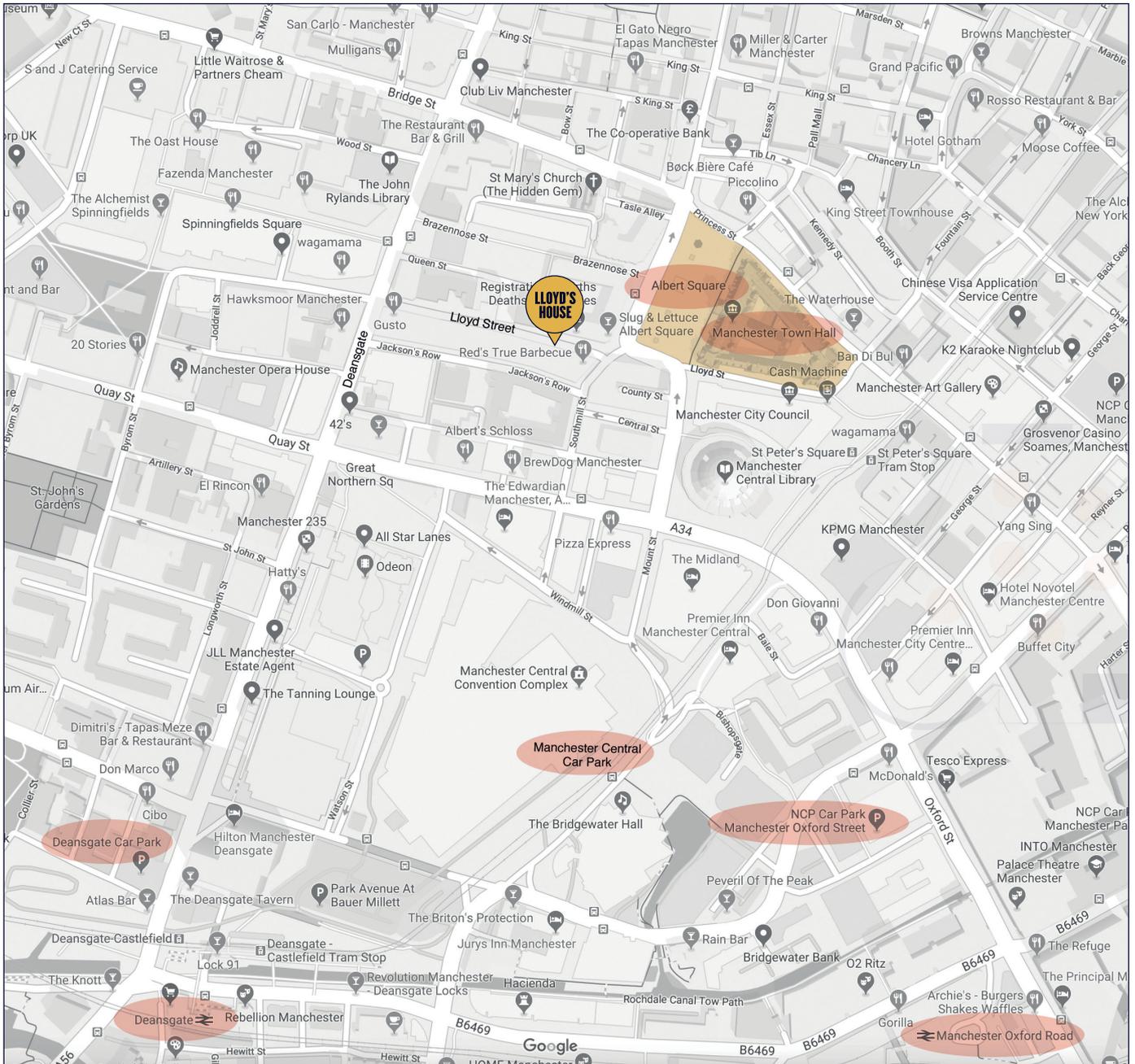
# FIND US

CityCo Manchester  
Top Floor  
Lloyd's House  
22 Lloyd Street  
Manchester  
M2 5WA

Accessibility statement:  
[cityco.com/roomhire](http://cityco.com/roomhire)

Victoria Train Station ↑

Piccadilly Train Station →



### Nearest Train Stations:

Piccadilly, Victoria, Oxford Road,  
Salford Central

Nearest Tram Stops: St Peter's Square,  
Deansgate Castlefield, Market Street

Nearest Cycle Hub (secure bike storage):  
Piccadilly Gardens

### Nearest Car Parks:

Bridge Street, Chinatown, King Street  
West, Great Northern Warehouse,  
Manchester Central, Spinningfields  
Find availability at [ncp.co.uk](http://ncp.co.uk)