

SHEAF ST.  
PRIVATE PARTIES

# SHEAF ST. PRIVATE PARTIES

SHEAFST.COM  
@SHEAFSTREET

## {INTRODUCTION}

Our Event Space is a multifunctional blank canvas, suited to events of many shapes and sizes.

It's perfect for a special occasion event, a proper knees up in a unique but well equipped space.

## {WHAT WE DO}

- REALLY DECENT PARTIES
- INCLUDE A WHOLE LOT AS STANDARD
- A FUN RELAXED ENVIRONMENT

## {WHAT WE DON'T DO}

- 18TH OR 21ST BIRTHDAYS
- BIG SIT DOWN DINNERS
- VERY SMALL GATHERINGS



# THE VENUE



## {THE EVENT SPACE}

Our main room, a highly spec'd and fully rennovated former belt factory in the city centre of Leeds.

We provide everything you need to run an unbeatable party, with your own bar, toilets, sound, lighting, visuals, staging, seating, tables and other top spec party facilities.

## {THE YARDEN}

'The Yarden' our outdoor terrace comes as standard with all party bookings. It can simply be used as a smoking area or has a whole range of possibilities for providing alfresco space for your party.

Equipped with outdoor heaters, festoon lighting, power points, retractable rain covers (not full cover), raised DJ booth, benches, planters and serving hatch.

It's the perfect spot for outdoor food, an extra bar, entertainment - or simply somewhere for kids big or small to let off steam.



# HOW IT WORKS



## {HOW IT WORKS}

For standard private parties we don't charge a hire fee, we operate a deposit vs bar spend model.

£500 deposit (inc VAT)

VS

£2500 bar spend (inc VAT)

If your party spends over £2500 at the bar then your deposit is returned in full. If the spend doesn't hit the target we retain the full deposit to help cover venue hire, staffing, and running cost. You cannot offset an underspend against a deposit.

The deposit sets you up with everything you need to throw a great party. We have a range of optional extras if you want to really pop a cherry on top of your event.

As standard private parties have access to the Event Space and The Yarden from 6pm - 1am.

## {WHAT'S INCLUDED}

- Exclusive use of Event Space and Yarden
- Access from 6pm-1am
- Fully stocked private bar
- Bar staff
- Modular staging system
- Pioneer Pro Audio PA system
- Industry Standard Pioneer Pro DJ kit
- Movable DJ Booth
- Wired Microphone
- Tressle Tables
- Benches
- Chairs
- Private Toilets
- Accessible Toilet
- Lighting Rig
- Security Personel
- x3 Projectors - Huge Screen Projection
- 13Amp power



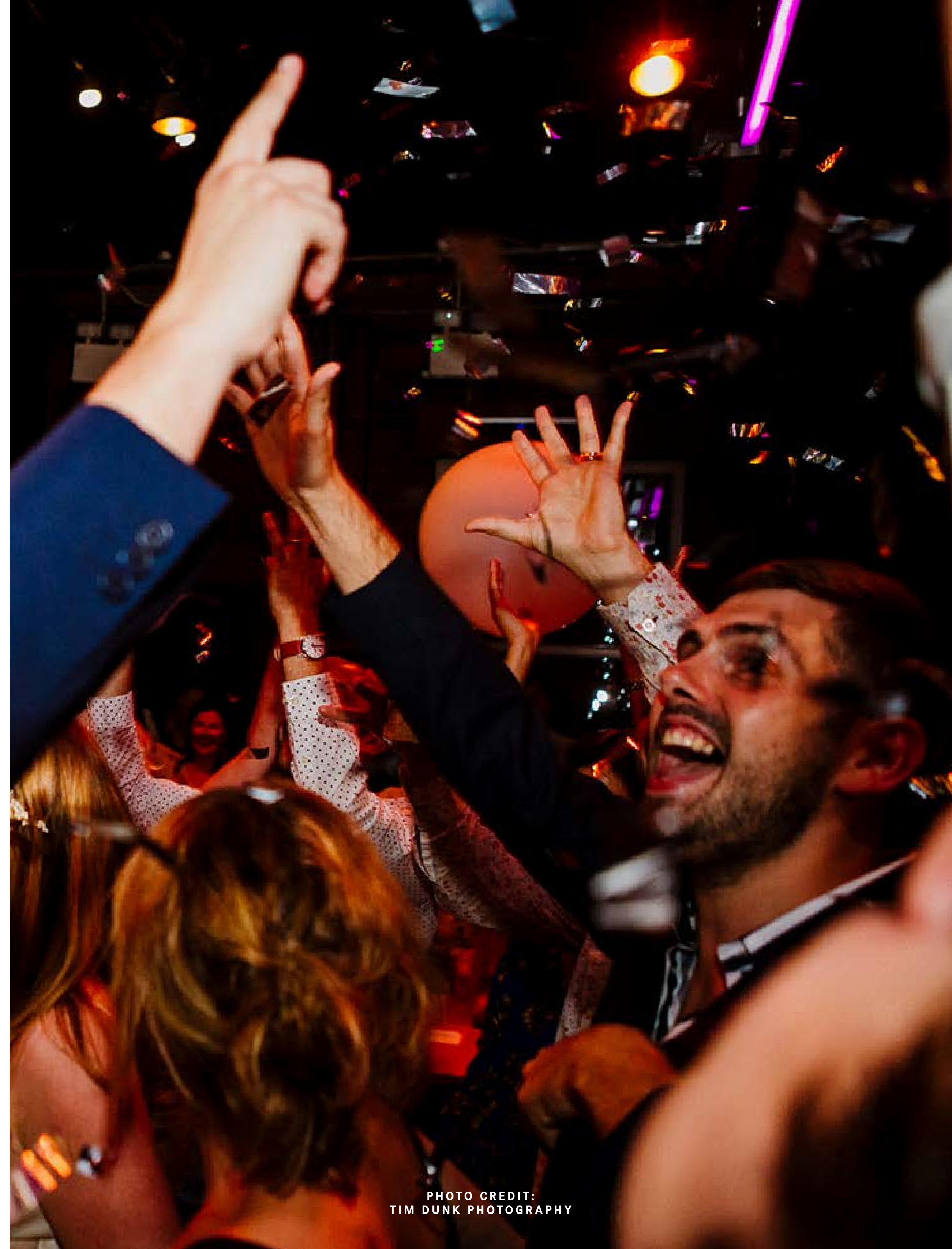


### {OPTIONAL EXTRAS}

- Storage pre or post event (POA)
- Additional setup time pre 6pm (£100ph)
- Late Closing - max 3am (£150ph)
- Sound Engineer for Bands (£45 per hour)
- Additional DJ kit (POA)
- Green Room for performers (£75 per hour)
- Additional microphone setups (POA)
- Additional Tech Staff (£30 per hour)
- Additional Security (£20 per hour)
- 32Amp/63Amp power (£100/£300 per day)
- One off fee for live bands (£50)
- External catering buyout fee (£250)
- Livestreaming (POA)
- Confetti cleanup (£100)
- Ping Pong Table (£25)

### {PROHIBITED}

- Hire of the Sheaf St Cafe Bar
- Any form of ticketed event (please request our promoters brochure)
- Bringing any alcohol onto site
- Any fire or pyrotechnic entertainment



## {GUEST NUMBERS}

Our event space is quite a big space.  
For private parties max capacity is 250 people

Our space is most suitable for guest numbers  
between

100-250

Guest numbers under 100 are possible but  
would likely struggle to hit the bar target.  
If you are considering this as an option the  
deposit should be thought of like a hire fee.

The capacity for your particular event will  
depend entirely on the specific layout of the  
room, staging, seating, food options, etc.

We recommend the best  
way to use the space is with a mixture of  
casual seating and a dance floor area.





## {FOOD}

Sheaf St has its own in house catering provision - freshly prepared on site from our well renowned cafe.

**Canapés from £6 per head**

{GLUTEN FREE, VEGAN, VEGETARIAN AND MEAT OPTIONS}

**Burger & Fries - from £7.50 per head**

{COOKED ON SITE BURGERS -BEEF/MUSHROOM & SKINNY FRIES }

**Burger & Fries + Sides - from £10 per head**

{COOKED ON SITE BURGERS -BEEF/MUSHROOM & SKINNY FRIES

+ CHICKEN WINGS, CAULIFLOWER WINGS, MAC & CHEESE}

It is possible to use a third party catering or a street food provider - we charge a £250 buyout fee for this option.

Providing your own celebration cakes is possible and no charge.

## {DRINKS}

We can offer a simple paying bar or pre paid drinks packages. Pre ordered drinks packages can be delivered in 3 ways

**FREE BAR | TOKENS | BUFFET COLLECTION**

### FIZZ ON ARRIVAL

From £4 Per head, per drink

### BASIC DRINKS PACKAGE

(House red or white wine, Beavertown Neck Oil, Red Stripe Lager, Stowford Press Cider)

£4 per head, per drink

### ALL IN PACKAGE

(all canapes + unlimited free bar!)

£39 per head for everyone with no limit on orders.

Custom packages and corkage deals are available on request.





PHOTO CREDIT:  
TIM DUNK PHOTOGRAPHY

### {EXTERNAL SUPPLIERS}

Using external suppliers can really make your party that extra bit special. Decor, street food, photography, bands, performers, photo booths, DJs, and much more, are all welcome at Sheaf St.

If you are using any external suppliers you will need to provide contact details and have their involvement checked and signed off by us. Some suppliers may require a buyout fee.

Your dedicated Sheaf St event contact will work with your supplier to ensure everything runs smoothly and any relevant regulations are met.

### {KIDS}

Admittance of attendees under 18 is allowed up until a curfew of 9pm.

A DJ booth setup featuring a tablet on a stand, a large monitor displaying a software interface with various controls and a 95% progress indicator, and a Pioneer mixer in the foreground. The scene is dimly lit with blue and green ambient lighting.

# TECH SPECS



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## {SOUND}

X5 - POWERSOFT K SERIES AMPS

X4 PIONEER XY218S SUBS

X4 PIONEER XY122 12" PLUS 2" MID HIGHS

X8 PIONEER XY81 8" PLUS 1" MID HIGHS

X4 PIONEER XPRS 12 ACTIVE MONITORS

X2 PIONEER XPRS 10 ACTIVE MONITORS

MIDAS M32 SOUND DESK

## {IN-HOUSE DJ EQUIPMENT}

STANDARD KIT INCLUDED

X1 PIONEER DJM900 NEXUS 2

X2 PIONEER CDJ3000

X2 TECHNICS 1210S MK 2

OPTIONAL EXTRAS SUBJECT TO AVAILABILITY

(QUOTE ON REQUEST)

X1 PIONEER V10

X1 PIONEER DJM900 NEXUS 2

X4 PIONEER CDJ3000

X2 PIONEER CDJ2000 NEXUS 2

X2 TECHNICS 1210S MK 7

X1 PIONEER RMX1000

X1 PIONEER DJS1000

X1 MASTER SOUNDS RADIUS 4 ROTARY MIXER

X1 ALLEN & HEATH XONE 92

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## {LIGHTING}

FLUORESCENT HOUSE LIGHTS  
TOUCH SCREEN PC RUNNING AVOLITES TITAN MOBILE WITH  
TITAN MOBILE CONTROLLER  
12 X PROLIGHT FLATCOB 80 LED PAR  
6 X PROLIGHT CRYSTAL 100W LED MOVING LIGHT FIXTURE  
9 X CUSTOM MADE LED BATTEN STRIPS  
HAZE MACHINE

## {PROJECTION}

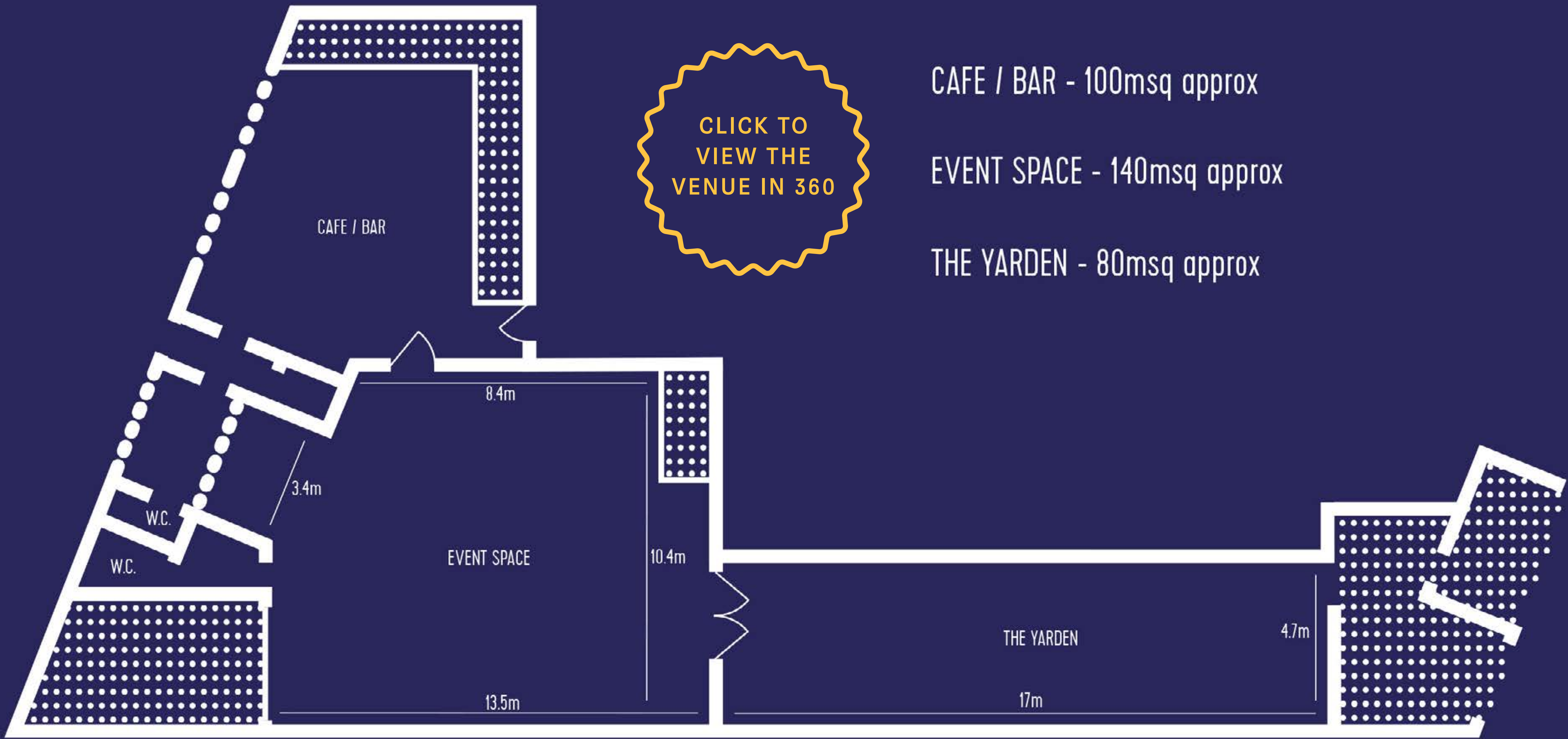
3 X 5M RETRACTABLE PROJECTION SCREENS  
3 X FULL HD PROJECTORS - HDMI INPUT ONLY (NO VGA)  
POWERED BY RESOLUME 7 ON TRIPLE WIDE SCREEN  
- PLEASE REQUEST CORRECT VIDEO FORMAT AND  
RESOLUTION.

## {STAGING AND BOOTH}

MODULAR STAGING.  
MOVABLE DJ BOOTH.  
MULTIPLE SETUP OPTIONS.







CLICK TO  
VIEW THE  
VENUE IN 360

CAFE / BAR - 100msq approx

EVENT SPACE - 140msq approx

THE YARDEN - 80msq approx



## {CASHLESS}

Sheaf St is a completely CASHLESS venue. We only accept card payments at all bars. This is standard practice at Sheaf St – it helps keep the venue and staff safe and speeds up the bars. For a full statement please [click here](#)

## {ACCESSIBILITY}

Sheaf St is a heritage building but we have made efforts to be an accessible venue within those constraints. We also always try to accommodate any specific needs.

There is a single step at our main entrance which we have a portable ramp for. Once in the building, everything is level. There are additional step free routes into the building.

Our main toilets do not have an accessible cubicle, however we have a fully accessible toilet in our adjoining workspace just a short distance away.

We have no lowered bars however our friendly bar staff are always on hand to help.

A hearing loop is in place in our event space.

## {LOCAL INFO}

### PARKING

We do not have any dedicated parking. Pay and Display parking is available nextdoor to our building and there is pay and display parking nearby (Sheaf St, Cudbear Street, Hunslet Road) payment by phone or via the RingGo app (no cash).

### PUBLIC TRANSPORT

- 8 minute walk from Leeds Train Station.
  - 6 minute walk from Leeds City Bus station.
- For more information please [click here](#).

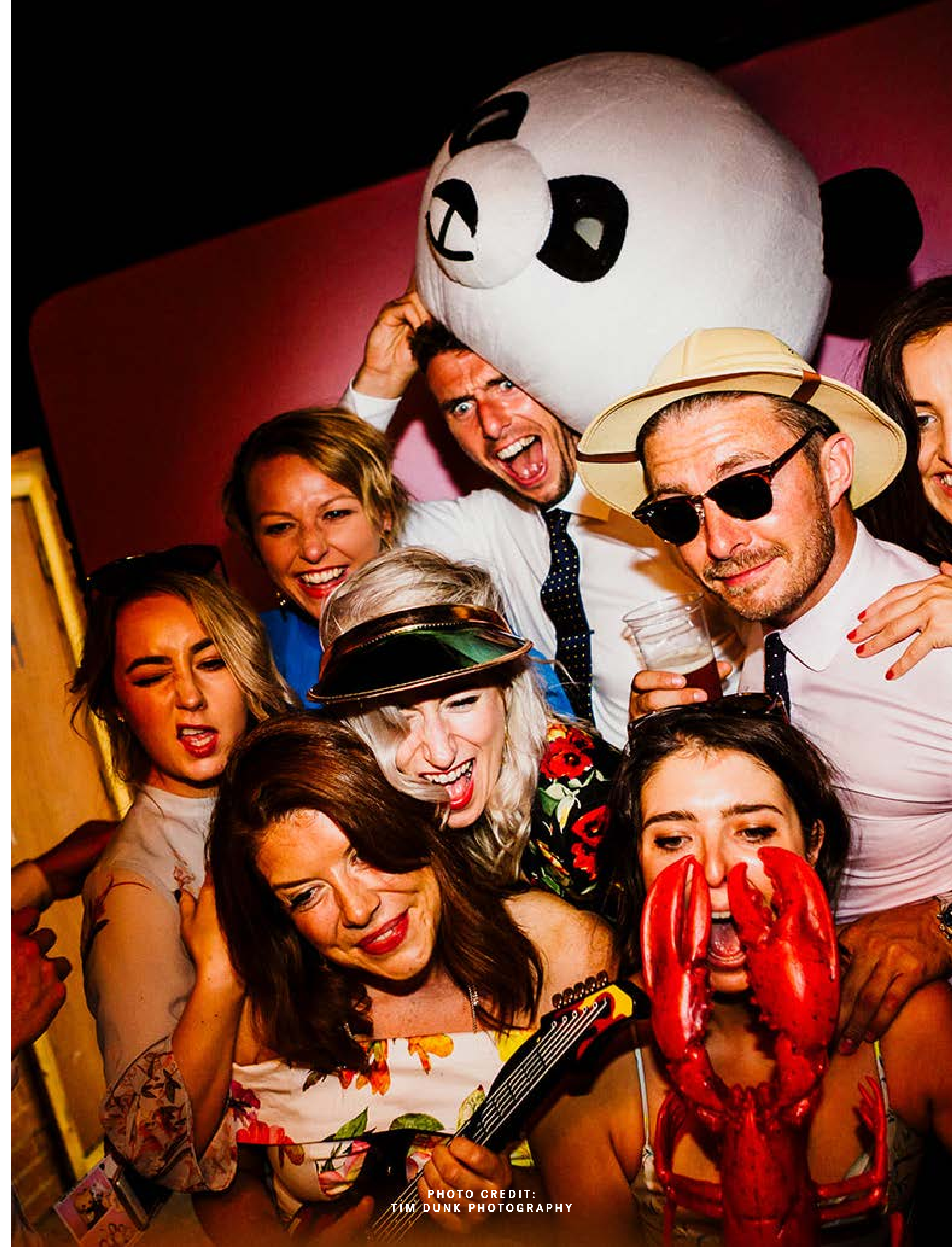
### SHEAF ST CAFE & BAR

The adjoining but seperate Sheaf St Cafe and Bar is open 7 days a week from 8:30am til late, and remains open to the public during parties.

Our closest essentials shop is Marks and Spencers which is 3 minute walk away at Crown Point Retail Park.

### ADDRESS

3 Sheaf Street, Leeds  
West Yorkshire  
LS10 1HD



### {PAYMENTS and T&Cs}

Your £500 deposit plus any optional extras costs are due at time of booking.

Successful booking applications will be sent a full set of terms and conditions to digitally sign prior to date confirmation, along with the deposit payment.

Any breach of the terms and conditions will result in the events cancellation and loss of deposit.



## {CANCELLATIONS & COVID-19}

If you cancel your event with more than 90 days notice to the event date your deposit is refundable. Bookings cancelled within 90 days will lose the deposit in full.

Any events going ahead under Covid restrictions will be subject to the relevant guidance and laws at the time. These such events will be dealt with on a case-by-case basis.

If an event booked is affected by new or modified Covid restrictions, meaning it cannot go ahead as planned it is free to reschedule the event for up to 1 year after its original date. If it is impossible to reschedule the event within 1 year your deposit is refundable.

## {BOOKING PROCESS}

Contact us if you'd like to book a visit.

|  
[Fill out an application form here.](#)

|  
We check out availability and your requirements then provide a total cost.

|  
You are sent a T&C's form and an invoice for your deposit and any extras.

|  
Your event is confirmed once deposit clears.

|  
If needed you work with our Event Manager to advance your event, catering, layout, running order, tech needs, and other requirements.

|  
Your event takes place.



# CONTACT US

{CONTACT}

contact events@sheafst.com  
or call us with any queries on  
+44 (0)113 245 9487

[Click here](#)  
[to submit an application for your](#)  
[private party at Sheaf St.](#)

