



Whatever your event...

From conferences to live theatre/music, meetings to fundraisers, whatever your event we have a space to suit you.

For further information and booking advice please call **01450 360680**.

Venue & Rooms for Hire

LIVE
BORDERS
CENTRES
& VENUES

Borders Business Hub @ Heart of Hawick



HEART OF HAWICK Kirkstile, Hawick, TD9 OAE
T: 01450 360680 | E: heartofhawick@liveborders1.org.uk



Heart of Hawick

The Scottish Borders' Premier Event Venue

Situated in the centre of one of the Scottish Borders' biggest towns, Heart of Hawick is one of the region's premier event venues.

Our flexible space offers the very best facilities and technology and our experienced team are always on hand to ensure your event is a resounding success.

The historic building, which was a spinning mill in 1800s, was beautifully restored to a high specification in 2007 and now houses a host of impressive facilities including:

- ▲ Auditorium with a theatre/cinema & integrated hearing-loop
- ▲ Meeting rooms
- ▲ Breakout areas
- ▲ Exclusive refreshment areas
- ▲ Outdoor space
- ▲ Hi-spec IT throughout
- ▲ IT kit and support
- ▲ On-site catering
- ▲ Additional ancillary services such as printing

Make Heart of Hawick the home of your event.

Whatever your event...

Award Ceremony

Recognise, reward and celebrate achievement by hosting your ceremony in our venue

Conferences

Use our auditorium for the main event with additional breakout spaces available

Product Launch

Showcase your new product to its full potential in style

Performance

Our auditorium offers a good sized space for live music or theatre with optional technical support

Civic Reception

Meet and greet in a relaxed and spacious environment

Charity Fundraiser

If you are looking to raise money we can provide the space. Anything goes . . . almost!

Meetings

Our work spaces can be laid out to your specification with use of a projector, flip chart and WiFi available

Exhibition Space

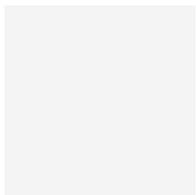
Our café bar and meeting rooms can double as an effective exhibition space

. . . we have the space.

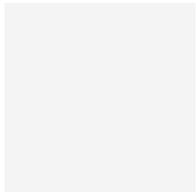


Auditorium

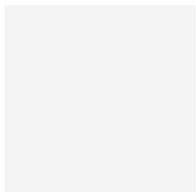
Set-up Options



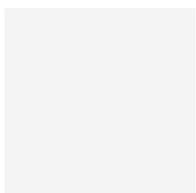
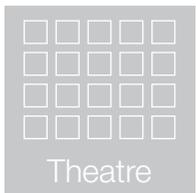
A unique venue within Hawick, the Heart of Hawick auditorium is perfect for live theatre, music, conferences and fundraisers. A theatre-style auditorium accessed from ground and first floor by stair and lift, while removable front row allows for wheelchair seating.



Auditorium



Stage size	8.45m x 5m
Capacity	Maximum 108
Facilities	Free WiFi, dressing rooms (with showering facilities), lighting and sound system
Catering	Catering provided from Heart of Hawick Café Bar
Parking	There is a small car park in the Civic Space for disabled blue badge holders. Free parking is available in the Common Haugh, the largest car park in the Borders, a short walk away.
Disabled access	Yes



Please note hire sessions are typically: morning (9.00am-1.00pm), afternoon (1.00pm-5.00pm); evening (5.00pm-9.00pm). Price per session available on enquiry.



Heart of Hawick Cafe Bar

Our Café Bar first floor area is an ideal space for large group bookings. It provides a separate space from the rest of the Café Bar so you can enjoy your event in private, with a lift allowing for wheelchair and push chair access.

Heart of Hawick Café Bar first floor

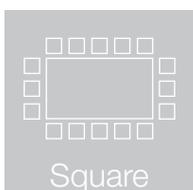
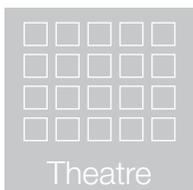
Capacity	Maximum 70
Facilities	Free WiFi
Catering	Please call Heart of Hawick Café Bar 01450 376611 for catering menu and pricing
Parking	There is a small car park in the Civic Space for disabled blue badge holders. Free parking is available in the Common Haugh, the largest car park in the Borders, a short walk away.
Disabled access	Yes

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Small meeting room

Set-up Options



A small east-facing meeting room with a view of the Heritage Hub, Civic Space and Slitrig Water. Fully carpeted and configurable to several layouts, this space is ideal for smaller meetings. Accessed by lift or stair.

Room 206

Room size 301ft² (27.96m²)

Capacity Maximum 12

Facilities Free WiFi, TV with DVD player, projector and screen (please bring own laptop)

Catering Catering available from Heart of Hawick Café Bar

Parking There is a small car park in the Civic Space for disabled blue badge holders. Free parking is available in the Common Haugh, the largest car park in the Borders, a short walk away.

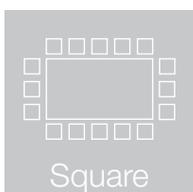
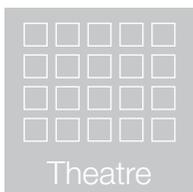
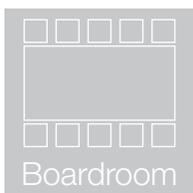
Disabled access Yes

Please note hire sessions are typically: morning (9.00am-1.00pm), afternoon (1.00pm-5.00pm); evening (5.00pm-9.00pm). Price per session available on enquiry.



Large meeting room

Set-up Options



A large, bright, meeting room situated within Heart of Hawick, Hawick's premier entertainment centre. The room is fully carpeted and can be accessed by stair and lift. An excellent location for club and society meetings and exhibitions.

Room 305

Room size	1136ft ² (105.61m ²)
Capacity	Maximum 60
Facilities	Free WiFi, TV with DVD player, projector and screen (please bring own laptop)
Catering	Catering available from Heart of Hawick Café Bar
Parking	There is a small car park in the Civic Space for disabled blue badge holders. Free parking is available in the Common Haugh, the largest car park in the Borders, a short walk away.
Disabled access	Yes

Please note hire sessions are typically: morning (9.00am-1.00pm), afternoon (1.00pm-5.00pm); evening (5.00pm-9.00pm). Price per session available on enquiry.



Catering

Light Refreshment

Take a break from your meeting or event and enjoy a cup of tea, coffee or refreshing fruit juice.

Add Something Sweet

Add biscuits or a selection of our delicious traybakes to your tea and coffee for a mid morning/afternoon pick-me-up.

Light Lunch

We offer a range of delicious sandwiches, nibbles and traybakes to revive you for the afternoon.

Our Café Bar will do their best to fulfil any dietary requirements or special requests you may have, just ask our friendly staff.

For further information and booking please call **01450 376611.**



Technical Support

With IT support on-site to assist with setting up and to deal with any unexpected glitches, the technical support offered is second to none. WiFi through-out the building and enhanced service in the Café Bar which is fully open for all delegates.

Projectors, display boards and screens are also available.



Civic Space

The Civic Space is an external performance and community space – doubling up as an outdoor Café Bar when the weather permits. The Civic Space has played host to markets and outdoor community events and features the Turnbull Statue in the south-east corner.

Civic Space

Facilities	Toilets and baby changing facilities are available in Heart of Hawick.
Catering	Catering available from Heart of Hawick Café Bar (see previous page).
Parking	The Civic Space (normally a disabled car park) will not be available for parking during outdoor events. Free parking is available in the Common Haugh, the largest car park in the Borders, a short walk away.
Disabled access	Yes

Please note hire sessions are typically: morning (9.00am-1.00pm), afternoon (1.00pm-5.00pm); evening (5.00pm-9.00pm). Price per session available on enquiry.

Booking form

Room(s)	Date	Time	Equipment required	Layout required

Please supply your own laptop for use with projector.

Booking Information

To be hired by the following organisation/individual

Name:

Telephone:

Email:

Invoicing address:

Hire to be used for:

Approximate numbers attending:

Type of business (sole trader, PLC etc):

Has the business/individual been at the above address for 5 years or over? Yes / No

I require catering for this event hire.

If you require catering please contact the Café Bar directly on **01450 376611** to discuss menu options.

Signage required? Yes / No. If yes, please provide details here (logos should be emailed to **heartofhawick@liveborders1.org.uk**).