



SHOWROOM
WORKSTATION

CONFERENCES
& MEETINGS

WELCOME



If you're looking for a meeting or conference space in Sheffield City Centre, why not consider **Showroom Workstation**? An independent creative venue in Sheffield's Cultural Quarter, located less than five minutes walk from the train station.

We have a dedicated events team who are committed to planning and supporting every detail of your booking. From small meetings to international festivals, our flexible and newly refurbished range of conference and events spaces can accommodate up to 280 delegates.

Authentic Art Deco features combine with modern architecture in our bright, open, light filled spaces to make Showroom Workstation a truly unique venue. Our high quality technical facilities include 100mbps ultrafast broadband - and did we mention our award winning catering?

Coupled with our Weddings and Events brochure, this guide provides a handy overview of our facilities, demonstrating the versatility that we offer throughout the venue. Get in touch to discover what we can do for you.

Showroom Workstation Events Team

VENUE HIRE AT A GLANCE

- Flexible spaces for 2 – 280 people
- Full disabled access throughout the building
- Less than 5 minutes walk from Sheffield Train Station
- Complimentary WiFi
- Technical support always on hand
- Seriously good food!

“THANK YOU TO YOU AND YOUR TEAM FOR THE EXCELLENT SUPPORT FOR OUR MEETING” - ISACA

ROOM SPECIFICATIONS

| ROOM | Layout Options | | | | |
|------------------------|----------------|---------|---------|-----------|----------|
| | Boardroom | Theatre | Cabaret | Horseshoe | Standing |
| Conference Room 1 (p4) | 12 | | | | |
| Conference Room 2 (p5) | 16 | | 18 | 16 | |
| Conference Room 3 (p5) | 10 | | | | |
| Showroom 5 (p6) | 30 | 65 | 50 | 25 | 70 |
| Café (p7) | 20 | 50 | 50 | | 100 |
| Creative Lounge (p8) | 30 | 200 | 100 | 30 | 200 |
| Workstation (p9) | | 80 | 100 | | 200 |
| Cinema 1 (p10) | | 83 | | | |
| Cinema 2 (p10) | | 110 | | | |
| Cinema 3 (p10) | | 178 | | | |
| Cinema 4 (p10) | | 282 | | | |

ROOMS



Conference Room 1



Conference Room 2



Conference Room 3

CONFERENCE ROOM 1

| | | | | | |
|--|--|---------|---------|-----------|----------|
| Room dimensions | 7.5m x 4.9m | | | | |
| Layout Options & Capacities | Boardroom | Theatre | Cabaret | Horseshoe | Standing |
| | 12 | | | | |
| Equipment available | Plasma TV with Chrome Cast, Flipchart, Wi-Fi | | | | |

Conference Room 1 is predominantly used for small business meetings, holding a maximum of 12 people in a boardroom format. Along with the majority of our spaces here at Showroom Workstation, Conference Room 1 can be arranged to provide catering/refreshments within the room.

“THANK YOU TO YOUR STAFF FOR BEING ON HAND AND MAKING OUR EVENT RUN SMOOTHLY” - UNIVERSITY OF SHEFFIELD (CO-PRODUCTION CONFERENCE)

CONFERENCE ROOM 2

| | | | | | |
|--|--|---------|---------|-----------|----------|
| Room dimensions | 5.85m x 6.1m | | | | |
| Layout Options & Capacities | Boardroom | Theatre | Cabaret | Horseshoe | Standing |
| | 16 | | 18 | 16 | |
| Equipment available | Plasma TV with Chrome Cast, Flipchart, Wi-Fi | | | | |

Conference Room 2 has the ability to accommodate slightly larger groups and offers a range of possible layouts. This bright and airy room can be arranged in a way to suit the nature of your booking.

CONFERENCE ROOM 3

| | | | | | |
|--|--|---------|---------|-----------|----------|
| Room dimensions | 5.4m x 5.7m | | | | |
| Layout Options & Capacities | Boardroom | Theatre | Cabaret | Horseshoe | Standing |
| | 10 | | | | |
| Equipment available | Plasma TV with Chrome Cast, Flipchart, Wi-Fi | | | | |

Conference Room 3 is our smallest space, but still comes equipped with the same technical facilities as the larger conference rooms and is the perfect budget option.



Showroom 5



Café



SHOWROOM 5

| | | | | | |
|--|--|---------|---------|-----------|----------|
| Room dimensions | 6.6m x 14.1m | | | | |
| Layout Options & Capacities | Boardroom | Theatre | Cabaret | Horseshoe | Standing |
| | 30 | 65 | 50 | 25 | 70 |
| Equipment available | Projector, PA, Microphones, Flipchart, Wi-Fi | | | | |

Showroom 5 is located on the cinema side of Showroom Workstation and comfortably hosts larger meetings of up to 65 guests, providing the ideal solution for medium sized bookings. The spacious room design is perfect for presentations, workshops and training courses. If you're looking for break-out spaces, Showroom 5 has a divider screen which can be pulled across to create 2 separate spaces, both with their own access doors.

“WE WERE VERY HAPPY WITH THE VENUE AND FACILITIES FOR OUR EVENT - THE TECHNICAL SUPPORT WAS PARTICULARLY VALUABLE.” - ARCHIVE AND RECORDS ASSOCIATION

CAFÉ

| | | | | | |
|--|--|---------|---------|-----------|----------|
| Room dimensions | N/A | | | | |
| Layout Options & Capacities | Boardroom | Theatre | Cabaret | Horseshoe | Standing |
| | 20 | 50 | 50 | | 100 |
| Equipment available | Projector, PA, Microphones, Flipchart, Wi-Fi | | | | |

Situated behind the main Showroom Bar, this private space is ideal for more informal bookings. The Café is regularly used for talks, society meetings, and exhibitions of all kinds. It can also serve as a networking space and break-out refreshment area to compliment meetings and conferences taking place throughout the building. If you're looking for something a bit different, the Café offers a versatility that will make your event stand out.

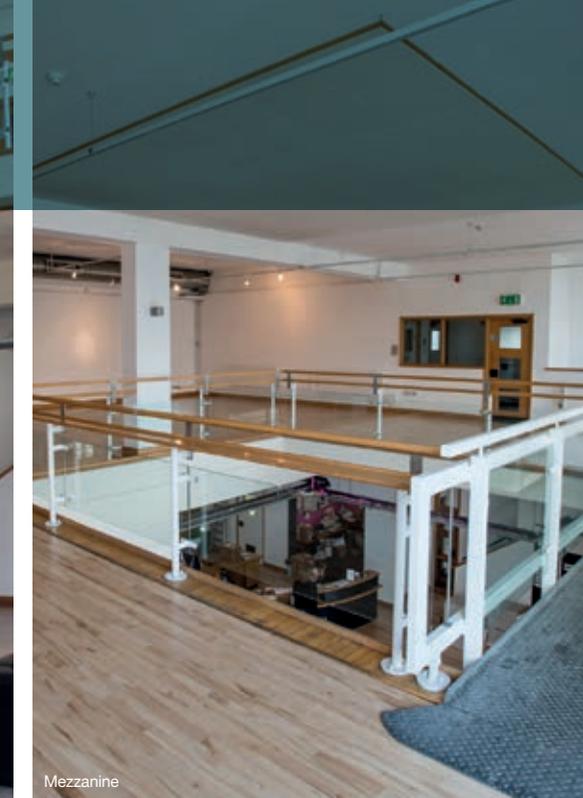
“GREAT LOCATION FOR ANYONE JUMPING OFF THE TRAIN”
- UNIVERSITY OF HERTFORDSHIRE



Creative Lounge



Reception



Mezzanine

CREATIVE LOUNGE

| | | | | | |
|--|---|---------|---------|-----------|----------|
| Room dimensions | 17m x 11.5m | | | | |
| Layout Options & Capacities | Boardroom | Theatre | Cabaret | Horseshoe | Standing |
| | 30 | 200 | 100 | 30 | 200 |
| Equipment available | Projector, PA, Microphones, Flipchart, Wi-Fi, Lectern, Blu-Ray player | | | | |

At the heart of the Workstation is the Creative Lounge. This newly refurbished, air conditioned space has been specifically designed for conferences, film screenings, seminars and workshops of all varieties. From board meetings to church services, networking events to trade fairs, the Creative Lounge provides a blank canvas for all occasions. This room can be paired with the Reception to provide a separate refreshment area or simply an additional networking space for guests and delegates; our dedicated events team will work with you to create your own bespoke layout.

AS ALWAYS EXCEPTIONAL, POSITIVELY COMMENTED ON BY OUR DELEGATES” - SHEFFIELD TEACHING HOSPITALS

WORKSTATION RECEPTION & MEZZANINE

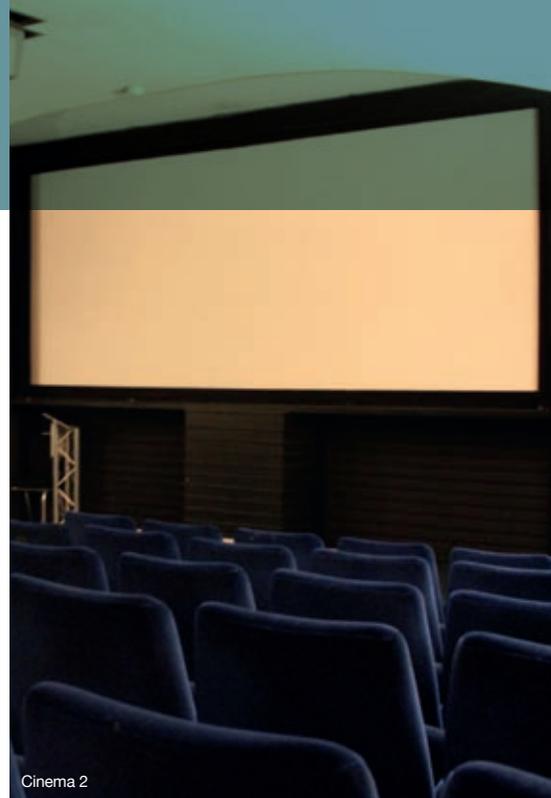
| | | | | | |
|--|--|---------|---------|-----------|----------|
| Room dimensions | Reception - 12.8m x 13.9m (the Mezzanine mirrors these measurements with a 5.3m x 5.3m section overlooking Reception area) | | | | |
| Layout Options & Capacities | Boardroom | Theatre | Cabaret | Horseshoe | Standing |
| | | 80 | 100 | | 200 |
| Equipment available | Projector, Plasma TV with Chrome Cast, PA, Microphones, Flipchart, Wi-Fi | | | | |

Located in the Workstation, the Reception and Mezzanine floors combined offer a unique set-up for bookings of up to 200 delegates. This space has hosted a large number of exhibitions, drinks receptions, launches and conferences for regional, national and international clients. Both spaces can be easily tailored to suit your needs and requirements.

“THE DIETARY OPTIONS FOR GLUTEN FREE MEALS WERE SO NICE THAT NEXT TIME WE’LL ALL CLAIM THEM!”
- DEPARTMENT OF WORK AND PENSIONS



Cinema 3



Cinema 2



CATERING

From cake to canapés, buffets to three-course meals - you name it, we can do it!

All our dishes are freshly prepared from scratch using locally sourced ingredients. Our talented in-house team will be more than happy to cater for any special dietary requirements and already offer a range of vegetarian, vegan and gluten free options.

Please feel free to enquire about our menus, or to devise your own bespoke food and drink package with our Chef.

BOOK
0114 221 0239
conferencing@showroomworkstation.org.uk

CINEMA SCREENS

| | | | | |
|---------------------|--|----------|----------|----------|
| Room dimensions | N/A | | | |
| Screen & Capacities | Cinema 1 | Cinema 2 | Cinema 3 | Cinema 4 |
| | 83 | 110 | 178 | 282 |
| Equipment available | Digital cinema projectors (compatible with DCP format and laptops), 35mm projectors, Dolby Digital surround sound, PA, Microphones, Wi-Fi, Lectern | | | |

Here at Showroom Workstation we have four high quality cinema screens with tiered seating. All screens have the ability to link up with a variety of devices as well as external venues/presenters via broadband and satellite. Each cinema is equipped with infra-red sound systems for the hearing impaired and designated wheelchair spaces, ensuring accessibility to all. These screens are often used as part of large conferences or to simply watch a film of your choice.

“I AM DELIGHTED TO HAVE DISCOVERED THE SHOWROOM WORKSTATION, IT’S AN IDEAL VENUE, I’M SURE I’LL BE USING YOU AGAIN!” - IPROW

CELEBRATE WITH US!
HIRE OUR CAFÉ BAR FOR FREE

TO BOOK CALL 0114 2210239
OR EMAIL PARTIES@SHOWROOMWORKSTATION.ORG.UK

FOR PARTIES OF UP TO 80 PEOPLE

*TERMS AND CONDITIONS APPLY

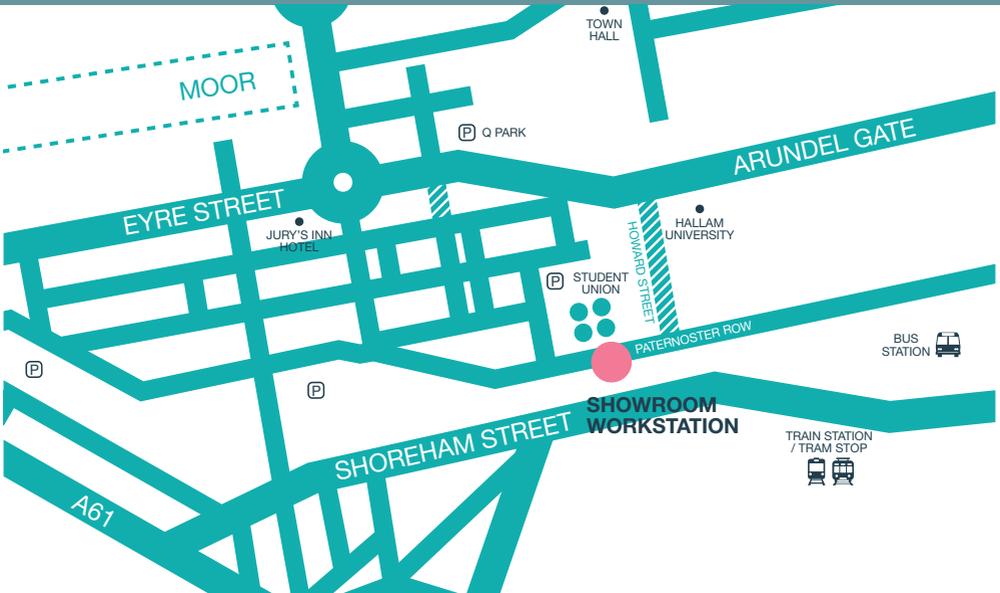
CHRISTMAS AT SHOWROOM WORKSTATION

PARTY PACKAGES
INCLUDING BUFFET AND A DJ

3 COURSE CHRISTMAS MENU
ALL DIETARY REQUIREMENTS CATERED FOR ON REQUEST
BESPOKE PACKAGES ALSO AVAILABLE

TO BOOK CALL 0114 2210239
OR EMAIL CHRISTMAS@SHOWROOMWORKSTATION.ORG.UK

HOW TO FIND US



BY PUBLIC TRANSPORT

We're less than a five-minute walk from Sheffield train station, bus station and tram stops.

ON FOOT

Showroom Workstation is situated on a pedestrian route which runs from the city centre, past the Winter Gardens and Millennium Galleries and down Howard Street to the station, you can't miss us!

CYCLISTS

We have bicycle racks outside both the Workstation and Showroom Bar entrance on Paternoster Row.

BY CAR

We're just a short distance from the M1 parkway and Sheffield city centre. Our sat nav postcode is S1 2BX. There is limited parking on Paternoster Row but there are several car parks in the area. Our visitors receive 50% discount for Q Park located on Charles Street, S1 2NJ. Be sure to collect your exit voucher at the Box Office or Workstation Reception.

ACCESSIBILITY

All public areas of the Showroom Workstation are fully accessible with lifts to all floors and disabled toilet facilities.

ACCOMMODATION

We've teamed up with a number of local hotels to offer discounts to our customers – please enquire for our latest deals.

BOOK

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