

## **Facilities:**

**We have a range of facilities at the Arc Centre which you can make use of – from free work spaces in our gallery to kiln firing and space for meetings. We have free parking and are close to local public transport links from Stockport and Manchester. Please see the information below about each of our spaces, and if you'd like any more information do please call us for a chat.**

### **Gallery**

**Our Gallery is open to the public daily (10 – 4) and is a light, open space in our vibrant arts centre. You are welcome to come and work in the space while the gallery is open – whether you're working alone; want to have a meeting with colleagues or undertake a 1:1 or appraisal. You can buy tea and coffee at reasonable prices from us and are welcome to bring your own food if you would like to work over lunch. You can also hire the gallery exclusively, although availability for this is limited.**

Suitable for:

- Informal networking events.
- Small meetings (e.g. staff appraisals and 1:1s)
- Individuals working.

Maximum capacity:

- 15 participants for a networking event.
- 6 people for a meeting

Small meetings and individual working do not need to be booked but are dependant on availability each day. Please do give us a call on 0161 480 7731 before coming so we can check for you.

Individual working and small meetings while the gallery is open are free of charge (WiFi available) and prices for hiring the gallery start from just £25 – please see the booking form for details.

### **Main Studio**

**Our main studio is a large, airy space in our centre, perfect if you are an artist who would like to run workshops and classes. Our reasonable rates mean you can keep your prices reasonable for your participants and you can make use of our on-site equipment and materials. Our studio is also great for a networking event, meeting or presentation. We can arrange drinks for your guests or you are welcome to bring your own food if you would like to offer lunch.**

Suitable for:

- Informal networking events.
- Meetings and presentations.
- Creative workshops.

Maximum capacity:

- 40 people (standing) for a networking event.
- 15 people for a sit down meeting
- 20 people for a theatre style presentation.
- 20 participants for a creative workshop (depending on the activity)

Prices for hiring the studio start from just £25 – please see the booking form for details.

### **Ceramics Facilities**

**Arc now has a spacious and light ceramics studio/workshop, providing the opportunity to make, store and fire ceramic artwork as well as offer ceramics workshops, masterclasses and courses.**

Suitable for:

- Ceramics workshops.
- Individuals or small groups who would like to use the studio space for personal work.

Maximum Capacity:

- 8 participants for a workshop.

Prices start from just £25 for a kiln firing – please see the ceramics information for more details.

### **Mac Suite**

Suitable for:

- Individuals or small groups who would like to use the suite for personal work.
- Digital skills workshops.

Maximum Capacity:

- There are 5 Macs, 2 with full creative suite. We can arrange additional apps for you but there will be a cost attached to this.

Prices start from just £20 for the use of one machine – please see the booking form for details.

### **How to book**

The Arc Centre is open Monday – Friday 10:00 – 4:00 and hire is available during these times. Out of hours hire can be arranged, but there may be an additional cost. All hire is subject to availability so please get in touch with as much notice as possible.

If you would like to make a booking then please complete and return the booking form. Bookings are subject to complying with our terms and conditions please see the hire agreement for details.

If you have any questions or would like to come and see our spaces with no obligation please contact our centre manager Amy Whitehead:

E – [info@arc-centre.org](mailto:info@arc-centre.org)

T – 0161 480 7731

M - 07702890830