

# THE COCKPIT

## Welcome Pack

Here you'll find some useful information about The Cockpit, and the local area.

Do speak to our reception team at the front desk if you have questions about the local area and front of house operations, and you can ask the house technician about anything backstage and logistics related.

## About The Cockpit

### Cockpit staff:

Dave - Theatre Director

Deb - Technical Production Manager

Akilah - Finance & Box Office Manager + Classes and Courses

Fayaz - Weekend Manager

Jennie - FOH Manager

Beth - Contracts and website

Kat - Marketing

Abeo, Jennie, Miao, Michelle, Michael - Keyholders and Duty Managers

Jonny, Louis, Sean, Orion, Matthew - Technicians

Akilah, Matthew, Griffin, Jonna, Frankie, Koko - Receptionists

Chris - Filming, Graphic Design

### Caring for The Cockpit

We love our theatre and we're glad to have you here. Please help us look after the place and ask us if you need advice about something you want to do.

- Please do not fix anything to walls or doors with anything other than blue-tac. No tape please. Anything more permanent such as nails or screws must be cleared with the Theatre Manager (Dave) or Technical production manager (Deb) first.
- Always check with a Cockpit technician before borrowing any furniture or equipment. Any modifications need permission and may need to be reverted by you afterwards.
- Painting should be done in the workshop or car park only. Spray paint is not allowed. Water based paint only. Oil based paints and gloss paints are not allowed. Other aerosols must not be used indoors or without a Cockpit technician present.
- At the end of your event, please take everything away with you again. We are pushed for storage space and cannot dispose of large items.

### WiFi

Our free WiFi network is available in the foyer and upstairs in the studios (although you may need to re-login when travelling between the spaces).

Network name: CockpitWifi

Password: thecockpit

There is a separate network for show use - please ask your technician for details.

## The bar

The bar is open from 6pm on show days. We do a lovely cup of proper coffee and a variety of teas. And of course, booze! It's also cheaper than you'd expect.

The foyer is open to the public and you're very welcome to hang out.

## Noise complaints

We have had them and we - and you - have to be careful. Please help us to keep the noise down outside of an evening. When you nip out for a quiet smoke, please move to the indicated smoking area. Then come back in and hang out in the bar - it's lovely! At the end of the night, please leave quietly. If we all lead by example then our audiences will follow.

We have to take this seriously. We don't want to upset our local community. If this is a continuing problem our licence will be at risk.

## Copying and printing

Our resources are limited and we can't provide free printing. If you need bulk printing, please use a copy shop.

Black & White photocopying or printing: 10p per page

Colour printing: 50p per page

Up to a maximum of 30 pages.

## Stationary

Biros and scrap paper are about the only thing we can give out. No other resources are available from the office.

## Consumables

We can sell you gaffer tape, LX tape, and matt black paint at reception.

## Marketing

We love sharing what we are up to and we hope you do too!

Facebook : [facebook.com/cockpittheatre](https://www.facebook.com/cockpittheatre) (@cockpittheatre)

Twitter : [twitter.com/cockpittheatre](https://twitter.com/cockpittheatre) (@cockpittheatre)

Instagram : <http://instagram.com/cockpittheatre> (@cockpittheatre)

You can find our full marketing guide here: <http://ow.ly/3CQw50Gm3JN>

## Using The Cockpit beyond your event...

- **Mailing list.** Sign up at [www.thecockpit.org.uk/newsletter](http://www.thecockpit.org.uk/newsletter) and we'll send you monthly updates with details about all the latest shows, classes and courses, and ticket offers.
- Our 3 **studio spaces** are available to hire with prices ranging between £12 to £55 per hour. Have a peek while you're here and then email [reception@thecockpit.org.uk](mailto:reception@thecockpit.org.uk) to make further enquiries and bookings. The auditorium is also available for dry hire and hire with technical access, please email [deb@thecockpit.org.uk](mailto:deb@thecockpit.org.uk) for auditorium hires.

- **Theatre In The Pound** happens on the first Monday of month (more or less), with each season running October - June.

It's a not-for-profit night, designed for individuals or groups of theatre practitioners to showcase new work in the main house of The Cockpit. Pieces can be of any length, up to fifteen minutes. Each piece is followed by a short feedback discussion with the audience, to help companies develop the work.

With the entry fee at £1, Theatre In The Pound is a great low-cost evening out. As well as welcoming theatre enthusiasts and practitioners through the doors, Theatre In The Pound is accessible to those who would not normally go to the theatre. It's the perfect evening to try something new. See [www.thecockpit.org.uk/pound](http://www.thecockpit.org.uk/pound) for more info and to apply.

- **Cockpit classes.** We are constantly developing our range of professional development opportunities for performers, writers, directors and technicians. Have a look at the notice boards around the building and our website and sign up to our mailing list too. Meisner, Butoh, Kathak, Ballet, Movement Studies, to name just a few... Email [classes@thecockpit.org.uk](mailto:classes@thecockpit.org.uk) for more info.

- **The auditorium** is available for hire too. If you just need a big room for a rehearsal it's £30ph, for a film/photo shoot or anything with access to technical areas it's £55 per hour. If you'd like to bring a show here then you're looking in the region of £975 per performance. Speak to Dave about availability and pricing while you're in the building, or drop him a line on [dave@thecockpit.org.uk](mailto:dave@thecockpit.org.uk)  
Note that we tend to book up about 6 months in advance.

## Local Information

Our bar opens at least an hour before each show serving a selection of drinks and snacks.

The local area also has a good number of nice places to eat and drink during the daytimes and into the night.

### Food & Drink

#### **The Traders Inn**

52 Church St, London, NW8 8EP

*If you fancy a swift game of darts whilst catching up with your mates then The Traders Inn is your ideal pub. They serve a variety of pub snacks, whilst also offering traditional pub meals including pie & mash and the not so traditional pizzas. They screen big sports matches and boast a dart board and their own ladies darts team. Outside seating available, weather permitting.*

Open Monday-Saturday, 11.00-23.00 and Sunday, 12.00-22.30

#### **The Perseverance**

11 Shroton St, London, NW1 6UG

*Serves traditional bar food from its horseshoe-shaped bar, it also hosts acoustic music throughout the week. Seating on the terrace is available, weather permitting.*

Open Monday to Saturday, 12.00-23.00

#### **Grill Island**

The best Lebanese cafe on Church Street. half way down, on the corner of Salisbury street

#### **Sunrise Cafe**

Perfect greasy spoon of the old style on Lisson Grove. Catch it while it's there. Open till 3.30pm

### **The Cali Café**

39 Church Street, London, NW8 8ES

*Great coffee and light snacks throughout the day, the Cali Cafe also serves cooked breakfasts as well as wide selection of fresh and well balanced sandwiches and salads. Eat in or take out.*

### **Alfie's Rooftop Restaurant**

13-25 Church Street, London, NW8 8DT

*Antiques market turned rooftop restaurant. Alfie's Rooftop Restaurant is an oasis of calm tucked away on the top floor of Alfie's Antique Market. It has a cosy indoor area and a large sunny terrace, so come rain or shine Alfie's Rooftop Restaurant is the perfect venue for a hearty meal, a light snack, or just a coffee and a slice of cake. Breakfast served until midday and on Saturdays throughout the day.*

Open Tuesday to Saturday 10.00-18.00

<http://www.alfiesantiques.com/cafe.php>

Church Street has a load of places offering the usual fare of chips, chicken stuff, kebabs, greasy spoons. Stroll down and you'll find any number of places to grab a quick bite. But we also recommend:

### **Sea Shell of Lisson Grove**

49 Lisson Grove, London, NW1 1UH

*The Sea Shell is the perfect place to go for a quick bite on the go or a sit down dinner with friends and family. Enjoy a fast cod and chips in their traditional takeaway or relax over a glass of wine and one of their daily specials. Whatever you decide, the Sea Shell provides fresh, tasty, high quality fish & chips, not to mention they're environmentally friendly too.*

Open Monday to Friday 12.00-14.30 then 17.00-22:30, Saturday 12.00-22:30.

<http://www.seashellrestaurant.co.uk/>

### **Lahore Restaurant**

2-4 Gateforth Street, NE8 8EH

*Just across the road from us, good Halal restaurant owned by the Whitechapel mini-chain. Great food and atmosphere - but they don't have a booze license, so BYOB. Buy a bottle from the bar. Open 11.00-14:30 then 18.00-23:50*

## **Hardware**

As well as the £ shops at the south end of Church selling a variety of useful stuff, we recommend:

### **Santana**

A particularly useful and friendly hardware store about halfway down church street on the left.

### **Leyland**

For paint, tools and specialist hardware needs. Go down Church Street to Edgware Road, turn right and cross over. It's just before the garage.

### **Arrow Electrical**

For electrical components, especially lighting. Go down Church Street to Edgware Road, turn right and cross over. It's the first shop on the parade.

### **Argos**

A bit more of a walk further down Edgware Road towards Marble Arch (15/20 mins?). Or hop on any of the buses for a couple of stops. Argos is on the left side of the road.

## **Pharmacies**

There are 3 pharmacies along Edgware Road, the nearest being on the corner just opposite Gateforth Street. There is a late-night pharmacy on Lisson Grove on the parade of shops beyond Tesco on your way to Marylebone Station.