

OUTLET	SERVICE AVAILABLE	HOURS OF SERVICE MONDAY-THURSDAY	HOURS OF SERVICE FRIDAY	AVAILABLE TO :
HOUSE OF COMMONS - PALACE OF WESTMINSTER				April 2014
TABLE-SERVICE RESTAURANTS				
Members' Dining Room	Daily lunch, dinner menus and quick-serve buffet. No guests permitted.	12:30 – 14:30 18:30 – 21:30 (<i>Monday to Wednesday evenings</i>) <i>Available for private events during Recesses, Thursday evenings, non sitting Fridays, Saturdays and every afternoon 16:00-18:00.</i>	<i>12:30 to 14:30 on Sitting Fridays</i>	<ul style="list-style-type: none"> Members of Parliament and Peers who are former Members. Former Members of Parliament on Monday lunchtimes, Tuesday and Wednesday evenings only. All Peers on Tuesday and Wednesday evenings.
Strangers' Dining Room	Fine dining restaurant with a weekly changing menu.	12:30 – 14:30 18:30 – 21:30 <i>except Thursday evening</i> <i>Available for private events during Recesses, Thursday evenings, non sitting Fridays, Saturdays and every afternoon 16:00-18:00.</i>	<i>12.30 - 14.30 on Sitting Fridays</i>	<ul style="list-style-type: none"> All full pass holders with up to 7 guests. Former Members: Wednesday dinner. Thursday/Friday lunch: 3 family guests
Churchill Room	Dinner service on Monday evenings.	18:30 – 22:00 Monday evenings only <i>Available for private events all other times</i>		<ul style="list-style-type: none"> All full pass holders, CPA & IPU Officers, SCS Members of Office of Parliamentary Counsel with up to 7 guests.
Terrace Pavilion and Terrace Dining Rooms A-D	Private dining and events.	<i>Available for private events at all times. There are also a number of other venues available for Private events during the week: see Banqueting webpages for full details.</i>		
BARS AND LOUNGES				
Pugin Room	Bar Lounge serving continental breakfasts, teas and coffees, afternoon teas.	09:15 – 15:00 Coffee Service 11:00 – 15:00 Bar 15:00 – 17:30 Afternoon Tea 17:30 – Bar service from 17:30 - 22:00, 20:00 Thursdays.	Closed	<ul style="list-style-type: none"> Members of Parliament, Peers who are former Members and HoC Staff Band A3 and above, Members' Spouses with up to 3 guests. Officers & SCS members of the office of the Parliamentary Counsel with up to 3 guests. Members' staff, staff of the House of Commons and PICT staff with 3 guests from 09:15-12:00 noon daily. Peers who are not former Members with up to 3 guests until 12:00 noon daily.
Smoking Room	Tea, Coffee and Bar Lounge	Mon: 15.00 – 17.30 for tea. 18:00 -23:45 for bar Tue/Wed: 15.00 – 17.30 for tea 18:00-22:30 for bar Thur: closed	Closed	<ul style="list-style-type: none"> Members of Parliament with up to 3 guests for afternoon service 15.00 – 17.30. Strictly Members of Parliament and Peers who are former Members at all other times. The Smoking Room can be reserved for Members only cash bar events on a case by case basis with the approval of the Chair of the Administration Committee.
Strangers' Bar	Coffee Service from 10:30 until late afternoon. Bar service.	10:30 – ROH or 23:00, whichever is the later. Thursday close at 22:00.	10:30- RoH or 15:15, whichever is later	<ul style="list-style-type: none"> Members of Parliament, HOC Staff band A3 and above, Peers who are former Members of Parliament, SCS Members of Office of Parliamentary Counsel, all with up to 3 guests. The Trade Union Side Administrator and Staff News Editor may use the Strangers' Bar with up to 2 guests when carrying out their official duties. Staff of the House who are grade B, former Members of Parliament who have served a minimum of 10 years and retired HOC Staff band A3 and above who have served a minimum of 30 years, no guests. Staff of the House and Members' staff on non-sitting Fridays and during recesses, no guests.
SELF-SERVICE RESTAURANTS AND CAFÉS, PALACE OF WESTMINSTER				
Jubilee Café	Barista made coffees, tea, chilled drinks, light snacks, soups, sandwiches, and cakes	Monday – Wednesday: 09:00 – 17:30 Thursday – Friday: 10:00 – 17:30 (also open on Saturdays except Christmas/New Year)	10:00 – 17:30	<ul style="list-style-type: none"> Open to all pass holders and visitors to the Palace of Westminster.
Terrace Cafeteria	Full breakfast buffet, hot lunches and evening meals, salad bar, all day snacks, freshly ground coffees, teas and chilled drinks.	Mon: 08:00 to 22:30 or 15mins after Rise of House* Tue/Wed: 08:00 to 21:00 or 15 mins after Rise of House* Thur: 08:00 until 19:30 or 15mins after Rise of House* (* whichever is the later)	08:00 to Rise of House or 15:15, whichever is the later	<ul style="list-style-type: none"> All full pass holders with up to 2 guests, including former Members with 15 years' service, retired HOC Staff band A3 and above with 30 years' service, visiting overseas officials. Temporary pass holders without guests but not between 12:00 - 14:00. Members' Section: Members of Parliament, Peers who were former Members of Parliament with up to 3 guests. Members' staff and Commons' staff during recesses.
Members' Tea Room	Salads, all day sandwiches and light snacks. Limited hot lunch and dinner buffet.	Mon: 07:30 to 22:30 or 15 mins after Rise of House* Tue/ Wed: 07:30 to 21:00 or 15 mins after Rise of House* Thur: 07:30 to 19:30 or 15 mins after Rise of House* (*whichever is the later)	08:00 to RoH or 15:15 whichever is later. Closed non-sitting Fridays.	<ul style="list-style-type: none"> Members of Parliament and Staff Band A3 and above. Peers who are former Members of Parliament.

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PRESS FACILITIES, PALACE OF WESTMINSTER				
Moncrieff's Café Bar	Barista made coffees, sandwiches and snacks. Bar service.	Café hours: 09:00 – 19:00 Bar hours: 12:00 – 19:00	09:00 – 16:00 12:00 – 16:00	<ul style="list-style-type: none"> All full pass holders with up to 3 guests.
Moncrieff's Cafeteria	Hot lunches, small salad bar, dessert selection.	12:00 – 14:30	12:00 – 14:30	<ul style="list-style-type: none"> Press Gallery members and all full pass holders with up to 3 guests and all full pass holders.
PORTCULLIS HOUSE				
The Debate	Self-service cafeteria offering breakfasts, lunches and an extensive range of snack items.	08:30 – 17:00 08:30 - 10:30 – Breakfast service 11:30 – 15:00 – Lunch service	08:30 - 15:15 non sitting Fridays 08:30 – 17:00 sitting Fridays	<ul style="list-style-type: none"> Members of Parliament at all times with up to 2 guests. Peers who are former Members of Parliament at all times with up to 2 guests. Full pass holders with 2 guests, no guests between 12:00–14:00 during sitting times. Temporary pass holders – no guests.
The Adjournment	Casual dining restaurant specialising in pastas, pizzas with weekly specials.	08:30 - 11:00 - Barista made coffee and breakfast goods 12:00 - 15:00 - Lunch (last orders 14:30) 15:00 - 18:00 - Barista made coffee 18:30 - 22:00 - Dinner (last orders 21:30)	12:00 – 15:00 Lunch (last orders 14:30)	<ul style="list-style-type: none"> Members of Parliament, Peers who are former Members and full pass holders with 7 guests at any time. Former Members: Wednesday dinner Thursday/Friday lunch: 3 family guests
The Despatch Box	Barista made coffee, speciality teas, panini and homemade baguettes.	07:30 - 20:00 (Hearty soups and toasties served from 18:00)	07:30 – 17:00	<ul style="list-style-type: none"> Open to all pass holders with a maximum of 6 guests (subject to House-wide access restrictions).
Meeting and Conference Rooms	Teas, coffees, working lunches and buffets/receptions.	<i>On request – please contact the Events Team x3090</i>		<ul style="list-style-type: none"> Events must be sponsored by a Member of Parliament, Staff Band A3 and above, or by Departmental Authorisation.
BELLAMY'S, 1 PARLIAMENT STREET				
Bellamy's self-service restaurant	Hot lunches, salad bar, soup, sandwiches, snacks, freshly ground coffees, teas and chilled drinks.	12:00 – 15:00	12:00 – 15:00	<ul style="list-style-type: none"> Open to all pass holders with up to 3 guests.
7 MILLBANK				
Portcullis Cafeteria	Self-service meals, all day snacks and light refreshments.	08:30 – 17:30 08.30 – 11:00 – Breakfast service 12:00 – 14:30 – Lunch service	08:30 - 15:15	<ul style="list-style-type: none"> Open to all full pass holders with up to 2 guests. Temporary pass holders, no guests.
Conference Room E	Meeting and event catering.	Teas, coffees and buffets catered for, Monday – Friday (day time only)		<ul style="list-style-type: none"> Events must be sponsored by MPs and Staff Band A3 and above or by Departmental Authorisation.
Tothill Street				
Café 14	Freshly ground coffee, soup, sandwiches, panini, savoury snacks and confectionery	08:30 – 14:30	08:30 – 14:30	<ul style="list-style-type: none"> Open to all pass holders with up to 3 guests.

NOTES: This document sets out the principal access regulations – for full details, please visit our [webpages](#) on the Intranet.