



## **Terms and Conditions**

### **GETTING TO BBC BROADCASTING HOUSE**

The BBC Broadcasting House Tour takes place at BBC Broadcasting House, Portland Place, London W1A 1AA. Portland Place is just north of Oxford Circus in central London, and can be reached by travelling north from Oxford Circus on Regent Street. The nearest tube station is Oxford Circus on the Central, Bakerloo and Victoria Lines. All tours start promptly from the Media Café off Main Reception, please arrive five minutes prior to your tour, as we cannot guarantee late entry.

### **CHILDREN**

All children under 16 MUST be accompanied by an adult. We're sorry but we can't admit children under the age of 9 on the tour.

### **CANCELLATION**

No refunds or exchanges are available.

### **TOUR DURATION**

The BBC Broadcasting House Tour lasts approximately 1.5 hours.

### **DISABLED VISITOR ACCESS**

As BBC Broadcasting House is a large building the tour covers a fair distance. If you are a wheelchair user or have any other disability related needs, please call our Group Bookings and special access requirements line on 0370 901 1227 (+44 1732 42 7770 from outside the UK); Textphone for hearing impaired callers 0370 903 0304. A wheelchair is available and must be booked in advance of your tour by calling the above number.

### **REFRESHMENTS**

Refreshments are available in the Media Café, or in the café on the Piazza. There are numerous catering outlets close to Broadcasting House.

### **SECURITY**

Please be advised that there are security checks before each tour and we request that you do not bring large bags with you. We're sorry, we don't have cloakroom facilities. Sharp or pointed items such as knives, razor blades, cutlery, tools, nail files, scissors, penknives, deactivated firearms (including replicas), ammunition (of any caliber, in any quantity), pepper sprays and CS gas are not permitted on BBC premises. Any items found will be confiscated by BBC Security so please avoid bringing such items.

### **PHOTOGRAPHY**

Due to copyright and security reasons, photography at BBC Broadcasting House is restricted. However, we do have several photo opportunities and your guides will point them out on the tour.



## **PARKING**

There are no car parking facilities on site, however Pay and Display parking is available in Cavendish Square, and there are parking meters available on nearby roads. There are four disabled parking bays on Duchess Street and another four on Hallam Street, which are provided by Westminster Council. They operate on a first come first served basis.

## **COACHES**

There is no coach parking on site. Please consult Transport for London for coach parking information.

## **ADDITIONAL INFORMATION**

BBC Broadcasting House is a working building, so we cannot guarantee who or what you will see on the day of your visit. No two tours are ever the same and some days are busier than others.

Please be aware of the amount of walking involved.

The Media Cafe has limited facilities for groups. Please do not arrive too far in advance of your tour as there is limited seating.

## **MAKEUP OF YOUR TOUR GROUP**

Tour groups are made up of varying age groups and nationalities and we are not able to guarantee the make-up of your particular tour group.