



## CONFERRING VENUE

Whether it is for a private or business event, our comprehensive, modern facilities combined with our attention to detail and careful planning, will help to make the occasion a success – and one to remember.

The facilities here at Guardians' Hall are such that we can offer you a choice of suite, whether it is for a small meeting or a large gathering for 80 guests. Our rooms are also ideal as an exciting training or recruitment venue.

For more information please contact us 0114 231 2121,

e-mail

[hospitality@assayoffice.co.uk](mailto:hospitality@assayoffice.co.uk)



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Guardians' Hall

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Sheffield Assay Office



EVENTS

2012/13



### TOURS AND TALKS

Join us for a coffee and partake in an interesting talk about the history and work of the office with our Curator.

This visit includes a tour of the marking hall and an opportunity to view articles from our library and silver collection.

**£10.00 per person**  
**All tours are 10am—12:30pm**

**2012**  
**24th May**  
**20th September**

**2013**  
**24th January**

**To book call 0114 2312121 or email**  
**[hospitality@assayoffice.co.uk](mailto:hospitality@assayoffice.co.uk)**

### GROUP VISITS FOR 2012/13

We welcome groups and societies to the Sheffield Assay Office.  
We ask for a minimum of 10 people and a maximum of 30. If you are interested and wish to discuss your groups requirements please contact the Librarian/ Curator on 0114 2312121 (Thursday/Friday).

### VALUATION DAYS

**2012**

**In Association with the Guild of Valuers & Jewellers**

**26th January**

**8th March**

**18th April**

**31st May**

**12th July**

**23rd August**

**3rd October**

**15th November**

This is your opportunity to sit one- to-one with one of our jewellery experts whilst your pieces are valued .

The valuer will examine your items and record vital information about each piece, including gemstone type and size, metal types, hallmarking and workmanship. The object will be photographed and you will receive a written valuation to take away on the day.

Valuation costs are dependant on the value of the item.

**Customers wishing to book an appointment should call 0114 2312121 or email**

**[valuations@assayoffice.co.uk](mailto:valuations@assayoffice.co.uk)**



### ENQUIRY DAYS

**2012**

**3rd February**

**25th May**

**7th September**

**7th December**

**2013**

**8th February**

Have you a metal object (precious and non precious) you wish to know a little more about?

The Sheffield Assay office runs an Enquiry service and would be happy to look at any items you wish to have identified.

**£10.00 per session, maximum of three items per person.**

**Customers wishing to book an appointment should call**

**0114 2312121 or email**

**[hospitality@assayoffice.co.uk](mailto:hospitality@assayoffice.co.uk)**

The Sheffield Assay Office is pleased to offer;

Free/Secure Parking  
Easy access to the public transport network  
Full Disabled Access  
Copies of this brochure are available in larger print.