



## CONFERENCING 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 60—80 guests. Our rooms are also ideal as an exciting training or recruitment venue.

**For more information please contact us on 0114 231 2121, e-mail**

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

Or visit our website  
[www.assayoffice.co.uk](http://www.assayoffice.co.uk)

The Sheffield Assay Office is pleased to offer;

Free/Secure Parking  
Easy access to the public transport  
Full Disabled Access



Sheffield Assay Office

Guardians' Hall

Beulah Road

Hillsborough

Sheffield

S6 2AN

0114 231 2121

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

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Sheffield Assay Office



2019

**GROUP VISITS &  
RESEARCH ENQUIRIES**

## GROUP VISITS

We welcome groups and societies to visit the Sheffield Assay Office.

This is your opportunity to learn more about the assaying and hallmarking of precious metals and the work of the office over the last 245 years.

Visits take place on Thursday and Friday, approx. duration 2.5 hrs.

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).

**£12.50 per person includes Tea, Coffee and Biscuits.**

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

*"Thank you for organising a most successful visit. We enjoyed all aspects of the trip. The introductory talk was most informative and set the scene for the tour of the testing and hallmarking facilities".*

*Isobel Pollock-Hulf OBE,*

*Master, Worshipful Company of Engineers*

*Thank you so much for a well organised and informative visit. Thank you to all the staff at Sheffield Assay Office for sharing their knowledge with us.*

*Walton WI*

## RESEARCH ENQUIRIES , ACCESS TO THE LIBRARY AND ARCHIVE

If you have any objects that require the identification of hallmarks please do not hesitate to contact [info@assayoffice.co.uk](mailto:info@assayoffice.co.uk)

Please send photographs of the object and close up images of the marks.

*"Thank you for the quick reply, and for confirming the identification of the hallmarks.*

*It is good to know that my grandmother-in-law had such good taste!"*

*Lesley Witts*

Access to the Library is by appointment only available Thursday or Friday please contact [info@assayoffice.co.uk](mailto:info@assayoffice.co.uk) and provide a brief description of your area of research.

The Sheffield Assay Office archive records are accessible at

Sheffield City Archives

52 Shoreham Street  
Sheffield  
S1 4SP

Email: [archives@sheffield.gov.uk](mailto:archives@sheffield.gov.uk)

Telephone: 0114 2039395

Monday: 9.30am to 5.30pm

Tuesday: 9.30am to 5.30pm

Saturday: 9.30am to



## HERITAGE OPEN DAY AT SHEFFIELD ASSAY OFFICE

Come and learn about Sheffield's history of assaying and hallmarking, there will be an illustrated talk followed by a tour of the marking hall.

**Friday 13th September, 10am —12 noon**

Places are limited, booking is essential for this 2 hour visit, to obtain tickets please visit the following link on eventbrite

**<https://www.eventbrite.com/e/the-history-and-work-of-sheffield-assay-office-tickets-62050482664>**

To discover more about Sheffield's heritage visit

<http://sheffieldcivictrust.org.uk/hod/>

or contact them at

[hod@sheffieldcivictrust.org.uk](mailto:hod@sheffieldcivictrust.org.uk)

[@sheffield\\_hods@sheffieldheritageopendays](mailto:@sheffield_hods@sheffieldheritageopendays)

