

Conference Facilities

Section 1 - Room Features

Room	Capacity (seated)			
	Boardroom	Classroom/Café	U-Shape	Theatre Style
Beech Conference Room	36	36	35	60
Apple Conference Room	20	-	-	-
Oak Conference Room	16	-	-	-
U1 Meeting Room	4	-	-	-
U2 Meeting Room	6	-	-	-
U14 Meeting Room	8	-	-	-
L7 Meeting Room	6	-	-	-

Equipment: (Included in room hire, available in Beech, Apple and Oak only))

Audio Visual Equipment - Drop Down Screen - Computer & Monitor - Overhead Projector

Extra Equipment:

Pencil & lines notepads	£1 per delegate
Flipchart paper & markers	£5
Name place cards	25p per delegate

Section 2 - Room Charges

Weekdays	Beech	Oak or Apple	Meeting Room U1 or U2	Meeting Room U14 or L7
Hourly	£44.00	£27.20	£17.35	£22.00
1/2 Day 9am - 12.30pm or 1pm - 5pm	£104.15	£76.35	£39.35	£53.25
Full Day 9am - 5pm	£185.15	£134.20	£61.95	£88.00

Evenings & Weekends	Beech	Oak or Apple
Hourly	£81.00	£68.25
1/2 Day 9am - 12.30pm or 1pm - 5pm	£215.25	£162.00
Full Day 9am - 5pm	£446.70	£366.85

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