



CLARE COLLEGE CONFERRING CAMBRIDGE

CONFERENCE CHARGES 2017

8 Hour Delegate Rate **£49.20**

Inclusive of:

- **The hire of your main meeting room** with audio-visual equipment
 - LCD projector, overhead projector, slide projector, screen, flip chart
 - Wireless internet access in your meeting room
 - Water dispenser in your meeting room or nearby
 - Writing pads, pencils, mints in meeting room if you are having desks
- Morning tea, coffee and biscuits (*or pastries for an extra £1.25*)
- Buffet lunch, served with tea, coffee and orange juice
- Afternoon tea, coffee and a variety of cakes

*Juice can be served on refreshment breaks, charged on consumption at £7.50 per jug.
(Syndicate room charges are on the following page)*

Individual prices

| | | |
|---------------------------------------|-----------------|---------|
| Bed and full English breakfast | En-suite single | £85.20 |
| | Standard single | £56.00 |
| <i>Includes wired internet access</i> | En-suite twin | £124.50 |
| | Standard twin | £91.00 |

| | | |
|--|------------------------|---------|
| Bed and continental breakfast | Colony En-suite single | £74.00 |
| | Colony En-suite twin | £107.60 |
| <i>Includes wireless internet access</i> | | |

| | |
|------------------------|--------|
| Full English breakfast | £12.70 |
| Continental breakfast | £9.50 |

If breakfast is served before 7.30am, a supplement of £2.50 per person will apply.

| | |
|--|-------------|
| Tea/coffee & biscuits | £3.60 |
| Tea/coffee and muffins/Danish pastries | £4.75 |
| Buffet lunch with coffee | £27.50 |
| Self-service lunch in Buttery | £15.00 |
| Finger buffets | from £20.70 |
| BBQ | from £31.00 |

*If dinner is served after 19.45, a supplement of £3.00 per person will apply
If halal food is required, a supplement of £2.50 per person will apply*

| | |
|---|-------------|
| 3 course waiter service dinner with coffee | £43.00 |
| 4 course waiter service Gala dinner with coffee | £52.50 |
| Bespoke, luxury 5 course dinner menu | from £68.50 |
| Self-service 2-course dinner in Buttery | £18.00 |
| Table plan and place cards | £50.00 |

| | | |
|---|-----------------|-------|
| Car parking – limited spaces available at Memorial Court, 100 additional spaces available nearby | per car per day | £7.00 |
|---|-----------------|-------|

Bar facilities available on request.

All prices are **INCLUSIVE** of a service charge and **EXCLUSIVE** of V.A.T. at the current rate, where applicable. These Conference prices are valid for conferences held until 31 December 2017.



CLARE COLLEGE CONFERENCEING CAMBRIDGE

MEETING & SEMINAR ROOM CHARGES 2017

CONTINUED OVERLEAF

The daily charges are:

| | Room | Min Number | Theatre Style Capacity | Boardroom style Capacity | Charge |
|----------------|---|--|------------------------|--------------------------|------------------|
| LERNER COURT | Riley Auditorium | 80 | 150 | N/A | £999 £600 h/d |
| | Elton-Bowring Room | 80 | 150 | 56 | £438 |
| | Elton Room | 50 | 80 | 42 | £298 |
| | Bowring Room | 30 | 50 | 24 | £218 |
| | Garden Room | N/A | N/A | N/A | £399 |
| | Glover Room | | 35 | 18 | £135 |
| | Conference Office | Equipped with PC, photocopier, telephone | | | £155 |
| OLD COURT | Latimer Room | 50 | 100 | 35 | £305 |
| | Godwin Room | | N/A | 12 | £132 |
| | Junior Common room and staffed bar | | | | £245 |
| | Small Hall | 30 | | | £225 |
| | Great Hall | 80 | | | £560 |
| MEMORIAL COURT | Bennett Room | 30 | 60 | 25 | £195 |
| | Neild Room | 30 | 40 | 30 | £195 |
| | Syndicate Room | | 20 | 15 | £108 |
| | Scholars' Garden | | N/A | N/A | £515 |
| | Other College Gardens (by Council permission only) | | N/A | N/A | £565 |

CONTINUED OVERLEAF

All prices are **INCLUSIVE** of a service charge and **EXCLUSIVE** of V.A.T. at the current rate, where applicable. These Conference prices are valid for conferences held until 31 December 2017.



CLARE COLLEGE CONFERENCE CAMBRIDGE

ADDITIONAL OPTIONS CONFERENCE CHARGES 2017

Some of these items are included in the day delegate rate, please refer to page 1.

| | |
|---|---------|
| Laptop (Mac and PC) per day | £125.00 |
| Internet access per booking per day | £165.60 |
| Water tower each per day | £54.40 |
| Pads and pens each | £1.88 |
| Projector and screen per day | £165.60 |
| Phone line connection in office/meeting room, per line, plus calls | £26.90 |
| AV Technician per hour | £51.75 |
| PA system per day | £125.00 |
| Photocopying, per sheet | £0.10 |
| Poster boards each per day | £13.50 |
| Car Parking – limited spaces available at Memorial Court, 100 additional spaces available nearby per car per day | £7.00 |