



# CLARE COLLEGE CONFERRING CAMBRIDGE

## CONFERENCE CHARGES 2018

**8 Hour Delegate Rate** **£49.50**

**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, biscuits and fruit (*or pastries for an extra £1.50*)
- Buffet lunch, served with tea, coffee and orange juice
- Afternoon tea, coffee and a variety of cakes and fruit

**Individual prices**

Bed and full English breakfast	En-suite single	£87.70
	Standard single	
	(with shared bathroom facilities)	£57.60
<i>Includes wired internet access</i>	En-suite twin	£128.30
	Standard twin	
	(with shared bathroom facilities)	£93.70
Bed and continental breakfast	Colony En-suite single	£76.20
	Colony En-suite twin	£110.80
<i>Includes wireless internet access</i>		
Full English breakfast		£12.00
Continental breakfast		£9.70

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

Tea/coffee and a selection of biscuits & fruit		£3.70
Tea/coffee and a selection of cakes & fruits		£4.85
Buffet lunch with coffee		£28.30
Self-service lunch in Buttery		£15.00
Finger buffets	from	£19.50
BBQ	from	£32.00

*If halal food is required, a supplement of £2.50 per person will apply*

3 course waiter service dinner with coffee		£44.50
4 course waiter service Gala dinner with coffee		£53.00
Bespoke, luxury 5 course dinner menu	from	£69.50
Self-service 2-course dinner in Buttery		£17.50
Table plan and place cards		£51.50

Car parking – limited spaces available at Memorial Court, 100 additional spaces available nearby	per car per day	£7.50
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*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 2018.



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## MEETING & SEMINAR ROOM CHARGES 2018

The daily charges are:

	Room	Min Number	Theatre Style Capacity	Boardroom style Capacity	Charge
LERNER COURT	Riley Auditorium	80	150	N/A	£999.00 £610 h/d
	Elton-Bowring Room	80	150	56	£450
	Elton Room	50	80	42	£310
	Bowring Room	30	50	24	£225
	Garden Room	N/A	N/A	N/A	£410
	Glover Room		35	18	£140
	Conference Office	Equipped with PC, photocopier, telephone			£160
OLD COURT	Latimer Room	50	100	35	£315
	Godwin Room		N/A	12	£135
	Junior Common room and staffed bar				£255
	Small Hall	30			£230
	Great Hall	80			£575
MEMORIAL COURT	Bennett Room	30	60	25	£200
	Neild Room	30	40	30	£200
	Syndicate Room		20	15	£110
	Scholars' Garden		N/A	N/A	£530
	Other College Gardens (by Council permission only)		N/A	N/A	£580

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CONTINUED OVERLEAF

## ADDITIONAL OPTIONS CONFERENCE CHARGES 2018

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

Laptop (Mac and PC) per day	£128.70
Internet access per booking per day	£170.50
Water tower each per day	£56.00
Pads and pens each	£1.90
Projector and screen per day	£170.50
Phone line connection in office/meeting room, per line, plus calls	£27.70
AV Technician per hour	£53.30
PA system per day	£128.70
Photocopying, per sheet	£0.13
Poster boards each per day	£13.90
Car Parking – limited spaces available at Memorial Court, 100 additional spaces available nearby per car per day	£7.20