



CLARE COLLEGE CONFERRING CAMBRIDGE

CONFERENCE CHARGES 2019

8 Hour Delegate Rate **£51.00**

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
- Arrival tea, coffee, fruit and pastries
- Mid-morning tea, coffee, biscuits and fruit
- 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	£90.30
	Standard single	
	(with shared bathroom facilities)	£59.30
<i>Includes wired internet access</i>	En-suite twin	£132.00
	Standard twin	
	(with shared bathroom facilities)	£96.50

Bed and continental breakfast	Colony En-suite single	£78.50
	Colony En-suite twin	£114.00
<i>Includes wireless internet access</i>		

Full English breakfast	£12.50
Continental breakfast	£10.00

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

Tea/coffee and a selection of biscuits & fruit	£3.80
Tea/coffee and a selection of cakes & fruit	£5.00
Buffet lunch with coffee	£29.00
Self-service lunch in Buttery	£15.00
Finger buffets	from £20.00
BBQ	from £33.00

3 course waiter service dinner with coffee	£45.85
4 course waiter service Gala dinner with coffee	£54.60
Bespoke, luxury 5 course dinner menu	from £71.50
Self-service 2-course dinner in Buttery	£17.50
Table plan and place cards	£55.00

Car parking – limited spaces available at Memorial Court, 100 additional spaces available nearby	per car per day	£7.75
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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 2019.



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CONTINUED OVERLEAF

MEETING & SEMINAR ROOM CHARGES 2019

The daily charges are:

	Room	Min Number	Theatre Style Capacity	Boardroom style Capacity	Charge
LERNER COURT	Riley Auditorium	80	150	N/A	£999 £610 h/d
	Elton-Bowring Room	80	150	56	£465
	Elton Room	50	80	42	£320
	Bowring Room	30	50	24	£232
	Garden Room	N/A	N/A	N/A	£422
	Glover Room		35	18	£144
	Conference Office	Equipped with PC, photocopier, telephone			£165
OLD COURT	Latimer Room	50	100	35	£325
	Godwin Room		N/A	12	£139
	Junior Common room and staffed bar				£262
	Small Hall	30			£237
	Great Hall	80			£592
MEMORIAL COURT	Bennett Room	30	60	25	£206
	Neild Room	30	40	30	£206
	Syndicate Room		20	15	£113
	Scholars' Garden		N/A	N/A	£546
	Other College Gardens (by Council permission only)		N/A	N/A	£595

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ADDITIONAL OPTIONS CONFERENCE CHARGES 2019

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

Laptop (Mac and PC) per day	£130.00
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	£175.00
Phone line connection in office/meeting room, per line, plus calls	£27.70
AV Technician per hour	£55.00
PA system per day	£135.00
Photocopying, per sheet	£0.13
Poster boards each per day	£14.50
Car Parking – limited spaces available at Memorial Court, 100 additional spaces available nearby per car per day	£7.75