



## 8 hour delegate rate - £54.00

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

## Accommodation

### Bed and full english breakfast

Single en-suite.....	£96.50
Standard single (shared bathroom facilities).....	£63.25
Twin en-suite.....	£140.00
Standard twin (shared bathroom facilities).....	£102.85

### Bed and continental breakfast

Colony single en-suite.....	£83.50
Colony standard single (shared bathroom facilities).....	£56.50
Colony twin En-suite.....	£121.50
Colony standard twin (shared bathroom facilities).....	£95.00

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|                             |        |
|-----------------------------|--------|
| Full english breakfast..... | £13.00 |
| Continental breakfast.....  | £10.65 |

If breakfast is served before 7.30am, a supplement of £2.75 per person will apply



## Catering

|                                                      |             |
|------------------------------------------------------|-------------|
| Tea/coffee and a selection of biscuits & fruit.....  | £4.00       |
| Tea/coffee and a selection of cakes & Fruit.....     | £5.35       |
| Buffet lunch with coffee.....                        | £30.90      |
| Self-Service lunch in buttry.....                    | £16.00      |
| Finger buffet.....                                   | From £21.50 |
| BBQ.....                                             | From £35.50 |
| 3 Course waiter service dinner with coffee.....      | £48.85      |
| 4 course waiter service gala dinner with coffee..... | £58.20      |
| Bespoke, luxury 5 course dinner menu.....            | From £76.25 |
| Self-service 2 course dinner in buttry.....          | £18.50      |

## Additional charges

|                                                                                                         |                         |
|---------------------------------------------------------------------------------------------------------|-------------------------|
| Car parking - limited spaces available at memorial court,<br>40 additional spaces available nearby..... | (per car per day) £8.50 |
| Laptop per day.....                                                                                     | £139.00                 |
| Pads and pens each.....                                                                                 | £2.00                   |
| Projectors and screen per day.....                                                                      | £185.40                 |
| Phone line connection in office/meeting room per line plus calls.....                                   | £29.50                  |
| AV technician per hour.....                                                                             | £58.70                  |
| PA system per day.....                                                                                  | £144.20                 |
| Black & white photocopying per sheet.....                                                               | £0.15                   |
| Colour photocopying per sheet.....                                                                      | £0.25                   |
| Poster boards each per day.....                                                                         | £15.45                  |



## Meeting and seminar room charges

|                | Room               | Minimum number | Theatre style capacity | Boardroom style capacity | Charge            |
|----------------|--------------------|----------------|------------------------|--------------------------|-------------------|
| Lerner Court   | Riley auditorium   | 80             | 150                    | -                        | £1066/ £648.90H/D |
|                | Elton-Bowring room | 80             | 150                    | 56                       | £494.40           |
|                | Elton room         | 50             | 80                     | 42                       | £339.90           |
|                | Bowring room       | 30             | 50                     | 24                       | £247.20           |
|                | Garden room        | -              | -                      | -                        | £448              |
|                | Glover room        | -              | 35                     | 18                       | £206              |
|                | Conference office  |                |                        |                          | £175.10           |
| Memorial Court | Bennett room       | 30             | 60                     | 25                       | £219.50           |
|                | Neild room         | 30             | 40                     | 30                       | £219.50           |
|                | Syndicate room     | -              | 20                     | 15                       | £120.50           |
|                | Scholar's garden   | -              | -                      | -                        | £581.95           |

All prices are INCLUSIVE of a service charge and EXCLUSIVE of VAT at the current rate, where applicable. These conference prices are valid for conferences held until 31 December 2019.