

where business and excellence meet

room & equipment rates

Room only hire

Additional meeting rooms are available to hire by the hour at the rate of £40.00.

Half day and full day rates are listed below.

	Full day	Half day
DITE	£170.00	£90.00
CLEO	£150.00	£85.00
TOSCA	£190.00	£100.00
ZETA	£300.00	£155.00
PHOENIX	£250.00	£120.00
COMPASS	£160.00	£100.00
PHOENIX and COMPASS	£300.00	£155.00
John Adams Lecture Theatre	£450.00	£225.00
Balcony	£100.00	£75.00

Equipment hire

The John Adams Lecture Theatre and all meeting rooms are provided with the following standard equipment:

- Free wireless internet access
- Flipchart and pens
- Dry wipe board and pens
- A TV, video a DVD upon request

Additional equipment can be hired at the following costs:

• LCD projector and screen*	£50.00
• LCD Lead	£10.00
• Laptop	£25.00
• Flipchart	£10.00
• Fax	£0.50
• Photocopying (per copy)	
A4 sheet mono	£0.10
A4 sheet colour	£0.12

*For bookings of 12 or more delegates in the ZETA or PHOENIX rooms, a LCD Projector and Screen is included