

where business and excellence meet

# room & equipment rates

## Room only hire

Meeting rooms are available to hire by the hour at the rate of £50.00. Alternatively, half day and full day rates are listed below.

	<b>Full day</b>	<b>Half day</b>
DITE	£205.00	£110.00
CLEO	£180.00	£95.00
TOSCA	£220.00	£115.00
ZETA	£345.00	£175.00
PHOENIX	£290.00	£150.00
COMPASS	£185.00	£100.00
PHOENIX and COMPASS	£400.00	£210.00
John Adams Lecture Theatre	£600.00	£325.00
Balcony	£125.00	£100.00

## Equipment hire

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

- HD Ready ceiling mounted projector
- Retractable screen
- Free WIFI
- Flipchart and pens
- Dry wipe board and pens
- TV, video and DVD available upon request
- Complimentary trainer stationary

Additional equipment can be hired at the following costs:

• LCD projector and screen	£55.00
• LCD Lead	£12.00
• Laptop	£30.00
• Flipchart	£12.00
• Fax	£0.60
• Photocopying (per copy)	
A4 sheet mono	£0.12
A4 sheet colour	£0.15

All rates exclude VAT.