

DELEGATE PACKAGE OPTIONS

STANDARD RATE £20.00 per person (inc.VAT)

The above rate includes:

- Conference room hire
- Morning coffee/tea and biscuits
- Two-course forked or finger buffet
- Afternoon coffee/tea and biscuits
- Mineral water and orange juice
- Flipchart
- Pads and pens

PREMIUM RATE £25.00 per person (inc.VAT)

The above rate includes:

- Conference room hire
- Arrival coffee/tea orange juice and croissants
- Morning coffee/tea and biscuits
- Two course set menu or two-course forked buffet
- Afternoon coffee/tea and scones
- Mineral water and soft drinks
- Flipchart
- Pads and pens

Please note

Half Day = 4 hours

Full Day = 8 hours

Hourly Rates apply for additional hours

ROOM AND EQUIPMENT HIRE

Commercial Rate:

Room Hire	Half Day	Full Day	Hourly
Bankend	£200	£400	£50
Westoun	£150	£300	£40
Boardroom	£60	£100	£15
Bellfield	£100	£200	£25
Poniel	£100	£200	£25
Dempster	£60	£100	£15

Voluntary Rate*:

Room Hire	Half Day	Full Day	Hourly
Bankend	£140	£280	£35
Westoun	£100	£200	£25
Boardroom	£40	£80	£10
Bellfield	£60	£120	£15
Poniel	£60	£120	£15
Dempster	£40	£80	£10

Equipment Hire	Daily Charge
Screen	£10
Flip Chart	£10
Television & Video/DVD	£40
Data Projector (PowerPoint)	£80
Laptop	£40
PA System	£100

*Existing user groups- £7.00 per hour.