



Weekend - Saturday	Period	Standard Room	Double Room	IT Training Suite	Executive Meeting Room	Cinema
Courses run by profit and non-profit making organisations	Full day	£250.00	£450.00	£250.00*	£250.00	N/A
	Half day	£150.00	£250.00	£150.00*	£150.00	N/A
Sunday						
Courses run by profit and non-profit making organisations	Full day	£300.00	£550.00	£300.00*	£300.00	N/A
	Half day	£200.00	£360.00	£200.00*	£200.00	N/A

* IT Training Suite: Laptop hire is included in the price

There are no additional charges for internet access or equipment in any of the rooms

Please see overleaf for hours of opening and terms and conditions

Weekend Room Hire Rates valid 1 April 2010 - 31 March 2011

Opening hours:

Weekends: Saturday/Sunday	Full day	8:30 am – 5:00 pm
	Half day	8:30 am – 12.30 pm and 1:00 pm – 5:00 pm

Requested extensions or overruns of these times will be charged at £50/hour

Refreshments and Buffets: Please add £1.50 per person to the buffet price and £1.20 per person to the cost of refreshments. See Menu insert for options/prices

Delegate rates and packages available upon request

Terms and Conditions:

Please note: All prices are exclusive of VAT

All bookings for events after 1 April 2010 will be charged at the above rates

Block bookings and multiple usages may be offered at a discounted rate

Specialised events e.g. booking the whole centre, will be quoted/charged separately

Cancellations must be made in writing (letter/fax/email) and may be subject to the following:

- Cancellations within five working days will incur a fee of £50
- Cancellations within 48-hours will be charged in full (room hire + food)