



Assembly Room	Not-for-profit	Standard	Commercial
4 hours (minimum charge)	£270.00	£360.00	£450.00
Additional hours (per hour)	£67.50	£90.00	£112.50
Set up/rehearsal charge (per hour)	£33.75	£45.00	£56.25
Outside core hours (0900 - 2200hrs) per hour	135.00	180.00	225.00

Assembly Room resources (flat rate applies per day or part thereof)

Full PA & Lighting	£130.00
Technical support (per technician)	£130.00
Data projector/screen	£150.00

The Panorama

4 hours (minimum charge)	£195.00	£260.00	£325.00
Additional hours (per hour)	£48.75	£65.00	£81.25
Set up/rehearsal charge (per hour)	£24.38	£32.50	£40.63
Outside core hours (0900 - 2200hrs) per hour	£97.50	£130.00	£162.50

Board Room (seats 12)

Per hour (2 hour minimum charge applies)	£18.75	£25.00	£31.25
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Atrium

Per hour (2 hour minimum charge applies)	£22.50	£30.00	£37.50
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405

Per hour (2 hour minimum charge applies)	£18.75	£25.00	£31.25
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Mandela Gardens

4 hours (minimum charge)	£195.00	£260.00	£325.00
Additional hours (per hour)	£48.75	£65.00	£81.25

Catering

Tea/coffee (per person, per serving)	£1.50
Tea/coffee/biscuits (per person, per serving)	£1.75
Additional catering costs available on request	

Additional resources

Portable data projector (per day or part thereof)	£35.00
Flip chart/paper/pens (1 per room)	f.o.c.
Wireless internet access (speed may vary)	f.o.c.

NOTES

All prices include VAT at the current rate

Hire charges are calculated in whole hours only

Set-up/rehearsal time and clearing up time is included in the period of hire and charged accordingly at the prevailing rate

We have 20 trestle tables available to hirers

We have 20 banqueting rounds available for use in The Assembly Room

Additional technical equipment and other resources can be provided upon request. Additional charges may apply.