








Room name	 Theatre	 U-shape	 Boardroom	 Classroom	 Banquet
The Parlour	100	40	50	48	96
The Old Library	36	18	18	16	24
Thames Room	36	20	20	16	24

We have available 2 packages, a 24hr delegate and a day delegate conference package. We would be delighted to enhance these packages to meet your requirements and budget, so please contact our conference team on 017584 455930.

#### 24hr delegate rate package (24 hour)

From £180.00 + VAT per person, based upon a minimum of 10 delegates. Dinner in the Saffron restaurant, overnight accommodation in an individually designed room, breakfast, unlimited tea, coffee and biscuits, throughout the day, complimentary wi-fi, mineral water, meeting room hire from 9.00am - 5.30pm, flip chart and screen.

#### Day delegate rate (9 hour)

From £40.00 + VAT per person, based upon a minimum of 10 delegates. 3 servings of tea, coffee and biscuits, finger buffet in the meeting room, complimentary wireless broadband access, mineral water, room hire from 9.00am - 5.30pm, flip chart and screen.

#### Room hire charges

Room name	Description	Price (room hire only)
The Parlour	Up to 100 delegates 63" plasma screen 6ft drop down projection screen fully air conditioned	£500.00
The Old Library	Up to 20 delegates fire place 52" plasma screen fully air conditioned	£350.00
Thames Room	Up to 20 delegates fully air conditioned	£350.00

All rates are applicable from 9.00am to 5.30pm and are exclusive of VAT.