

VENUE HIRE CHARGES

Day Delegate Rates

The following standard rate covers all your needs for your conference. Each price listed is per delegate per day, including VAT.

Library	£28.00 (up to 12 people)
Meeting Room	£29.00 (up to 20 people)
Function Room	£30.00 (up to 50 people)
Lecture Theatre	£41.00 (up to 105 people)

Including:

- Room Hire (minimum of 10 delegates)
- Fruit cordials and iced water
- Bowls of boiled sweets and mints
- Paper and pens
- Flip Chart and flip chart pens
- Use of our laptop and projector (or you can bring your own lap top)
- Tea and Freshly Ground Coffee upon arrival, mid-morning and mid-afternoon
- Buffet Lunch comprising of selection of sandwiches meat and vegetarian, bowl of crisps, fresh fruit platter with tea and coffee
- Complimentary wi-fi
- Complimentary visit to the Museum during the day of your conference

ROOM HIRE CHARGES

	Lecture Theatre	Meeting Room	Library	Function Room
Room Capacity	(105)	(30)	(12)	(50)
Mon - Sat Half Day: 9am - 1pm or 1pm - 5pm	£150	£100	£90	£110
Mon - Sat Full Day: 9am - 5pm	£240	£130	£120	£140

For private hire for celebration and evening events and Reading Room hire please contact us for a bespoke quote.