

Financial Year 2021 / 2022

Room Rates	Full Day	Half Day	Discounts
First Floor Board Room 1	£167.00	£88.50	50% tenant 15% associates
Ground Floor Board Room 2	£131.00	£73.50	50% tenant 15% associates
Meeting Room 1 Ground Floor	£83.50	£47.00	Tenant free if available 15% associates
Meeting Room 2 Ground Floor	£83.50	£47.00	Tenant free if available 15% associates
ATRIUM (Available by arrangement only)	£444.50	£267.00 (evening classed as half day)	50% tenant 15% associates
Hire of Atrium AVA equipment	£120.00 for the use of the AVA equipment (projector screen etc) and PA system		
Hire of PA System	£30.00		
Hire of 50" Plasma Screen and laptop	£12.00 per item		
Use of flipchart paper	£6.00		
Staff overtime for evening work	£24.00 per hour (or part thereof)		
Photocopying	A4 B/W 10p A4 Col 30p A3 B/W 20p A3 Col 60p		

ALL PRICES EXCLUSIVE OF VAT