

Room hire information

Room hire	Day	Half Day
Findlay room	£250.00	£175.00
Library	£250.00	£175.00

Equipment hire per pay:

Flipchart and white board including stand – free of charge

Additional Flipchart or White board - £20.00

LCD Projector and Screen - £30.00

Other audio visual equipment available on request

Tea and Coffee - £2.50 per person, per serving

£7 per person, unlimited refills

Per delegate rate

Residential 24 hours delegate rate

Monday – Thursday £125.00 per person

Included room hire, unlimited tea and coffee/biscuits, mineral water, pads&pens, light lunch, white board, flipchart, projector, screen, Wi-Fi, bed and breakfast

Friday-Sunday £155 per person

Included room hire, unlimited tea and coffee/biscuits, mineral water, pads&pens, light lunch, white board, flipchart, projector, screen, Wi-Fi, bed and breakfast

All prices shown are included VAT/ Package rate are based on a minimum of 8 delegates

Buffet options:

Breakfast buffet (served until 11am)

Bacon rolls with a selection of pastries - £5.00 per person

Sandwich lunch

Selection of sandwiches/baguettes - £8.00 per person

Finger buffet lunch (light lunch)

Selection of sandwiches, hot finger food, fruit and dessert - £12.00 per person

Funeral Reception

Menu and Prices:

Simple: £10.00 per person

Sandwiches – (Free Range Egg+ Cress, Cheese Savoury, Ham + Mustard, Smoked Salmon +Cream Cheese, cheese and tomato)

Cake options – Carrot, chocolate, fruit cake or cupcakes

Tea + Coffee + Shortbread

Superior: £15.00 per person

Sandwiches + Cake and cupcakes

Sausage Rolls + Mini Quiches or Pizza Slices

Tea + Coffee + Shortbread

Prices are quoted per person. Particular dietary preferences can be catered for subject to availability.