



### Room Hire

Lecture theatre (L1, L2 & L3) <i>(inc OHP, data projector, whiteboard &amp; flip chart)</i>	Half day - £225 Full day - £300
Seminar rooms (SR1, SR2)	Half day - £150 Full day - £200
Common room	£150 flat fee

### Refreshments

Tea/coffee & biscuits <i>(per session)</i>	£1.50 per head
Cut sandwiches	£8.25 per head
Cake platter	£3.35 per head
Fresh fruit	£1.75 per head
Wine <i>(Red &amp; White available)</i>	£8.35 per bottle (serves 4-5)
Drinks reception nibbles	£ dependant upon numbers and food requirements – (individually quoted per event)
Orange juice per carton	£3.00 (serves 4-5)
Bottled water	£3.00 per bottle

### Out of hours charges

*(applicable to events happening out of office hours 9-5pm)*

Catering staff	£11.81 per hour
Caretaking staff	£14.73 per hour

### Additional

Name Badges	£1.00 per badge
OHP slides	50p per slide

*(please note that prices are subject to change)*