



Additional charges:

- Digital projector; laptop & screen £30
- OHP & screen £10
- TV & video £10
- Flip chart & pens £5
- Wireless laptop £20, unlimited use
- Bottled water £2
- Recycled pens & pads £2.50 per delegate
- Photocopying 15p per copy
- Fair Trade tea & coffee £12 per jug (12 cups) including luxury biscuits

If you bring your own laptop and require wireless broadband there will be a flat fee of £10 for unlimited use.

Weekend bookings include a charge of £100 for use of the facilities outside normal working hours.

Evening bookings include a charge of £50 for use of the facilities outside of normal working hours.