

Room Hire, Day Delegate and Dinner Packages

	Half Day Morning 07.00-13.00 Afternoon 14.00-17.30	Full Day 07.00-17.30	Evening 18.30-23.00
Smeaton Room	£975	£1,950	£1,200
Brunel or Council Rooms	£775	£1,550	£850
Stephenson Room	£500	£1,000	£600
Godfrey Mitchell (Including technician)	£1,250	£2,500	£1,250
Telford Theatre (Including technician)	£2,400	£4,800	£2,400
Great Hall	£2,400	£4,800	£3,500
Palmer Room	£600	£1,200	£720
Rennie Room	£600	£1,200	£720
Tredgold or Bazalgette Rooms	£500	£1,000	£600
President's Dining Room, Boardroom or Presidents Office	£500	£1,000	£600
Cubitt, Rankine, Brassey or Bruce White Rooms	£345	£690	£345
Hawksley or McKenzie Rooms	£245	£490	£245
Hawksley and McKenzie Rooms (Combined)	£410	£820	£410
Bailey Room	£210	£420	£210

Day Delegate Package Rate Options

45-240 people

Silver Package: £74.00 per person

This includes

- Meeting Room (7.00am-5.30pm)
- Catering Room (7.00am-5.30pm)
- Tea/Coffee, Cookies & Bowl of Fruit on arrival
- Tea/Coffee, Biscuits & Bowl of Fruit mid-morning
- Tea/Coffee, Eat Natural bar & Bowl of Fruit afternoon
- Business Lunch with Tea/Coffee
- Infused Mineral Water & unlimited Orange Juice with lunch
- Telephone on registration desk
- Projection screen
- LCD Projector
- Two flipcharts and pens
- Wi-Fi

Gold Package: £82.00 per person

This includes

- Meeting Room (7.00am-5.30pm)
- Catering Room (7.00am-5.30pm)
- Tea/Coffee, Cookies & Bowl of Fruit on arrival
- Tea/Coffee, Biscuits & Bowl of Fruit mid-morning
- Tea/Coffee, Eat Natural bar & Bowl of Fruit afternoon
- Two Course Stand-up Fork Buffet Lunch (three choice)
- Infused Mineral Water & unlimited Orange Juice with lunch
- Telephone on registration desk
- Projection screen
- LCD Projector
- Two flipcharts and pens
- Wi-Fi

For meetings in the Telford Theatre or the Godfrey Mitchell Theatre, the Day Delegate Rate includes all equipment already provided in the theatres and a technician.

Dining Packages

Great Hall £90.00 per person

Based on minimum numbers of 130

This includes the Smeaton or Rotunda area for pre-dinner drinks

Smeaton Room £83.00 per person

Based on minimum numbers of 70

This includes the Brunel Room for pre-dinner drinks

Council Room £94.00 per person

Based on minimum numbers of 30

This includes the Stephenson Room for pre-dinner drinks

Stephenson Room or Presidents Dining Room £98.00 per person

Based on minimum numbers of 10

All our dinner packages include the following:

- Room hire from 18.30-23.00 for applicable room
 - Two glasses of house wine or soft drink for pre-dinner drinks reception
 - Three course set menu with coffee & salted caramel truffles
 - Half a bottle of house wine with the meal
 - Bottle of water
- upgrades available please ask for more details