



▶ Day Delegate Rates and Information

All Rates include the following:

Hire of Room 8.30am – 5.30pm Monday – Friday (additional Rates May Apply in December)
Dedicated Event Manager
2 x servings of Coffee, Tea and Fruit Juice
Lunch Package
Stationery Pack Per Person
Reduced Parking rates at NCP opposite
Reduced Overnight rates at Partner Hotels

Rate A £35.00 plus vat Per Person

Includes Lunch Package A = BBQ or Buffet

Rate B £40.00 plus vat Per Person

Includes Lunch Package B = BBQ, Buffet or Sit Down Meal

Rate C £45.00 plus vat Per Person

Includes Lunch Package C = BBQ, Buffet or Sit Down Meal
Unlimited Coffee, Tea and Fruit Juice throughout Day

Additions per Person:

Danish Pastries and Bacon Sandwiches On arrival	£5.00
Unlimited Updates on Tea, coffee and Juice through Day	£5.00
Luxury Biscuits with morning and afternoon sessions	£2.00
Drinks Package Glass of wine with lunch and 1 after session	£6.50

Technical Equipment per Day Fee

Hire of Data Projector and Screen in Loft Space	£200.00
Hire of Data Projector and Screen Other Rooms	£250.00
Hire of 40" LCD Screen and Stand	£175.00
Hire of DVD Player	£35.00
Hire of Laptop	£100.00
Hire of Radio Microphone	£40.00
Flip Chart, Paper and Pens	£75.00
Engineer on Site	£40 p/hour
Lectern	£25.00