



# MEETING ROOMS

With its cool and contemporary design and with a service level to match, the Innovation Centre offers the perfect setting to satisfy all of your meeting and conferencing needs.

## State of the Art Facilities

- Bright modern reception with professional meet & greet
- Easy to book, easy to use suites for 2-100 people
- Variety of layouts: boardroom, U-shape, theatre & classroom
- Top of the line presenting, audio & visual technology
- High specification IT & telecoms
- Climate controlled light & airy rooms
- On site cafe and breakout facilities
- On site parking



## Inclusive Package

- Local & national calls
- High speed internet access
- Meeting stationery, pads & pens
- Whiteboard & flipcharts
- Chilled filtered water & sweets



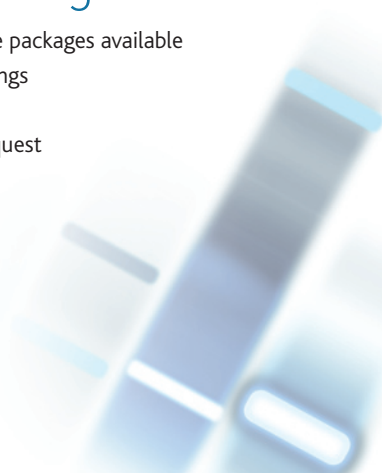
## On Hand Business Support

- Secretarial services
- Message & fax handling
- Printing, photocopying, binding & laminating
- Discounted courier services
- Concierge facilities

## Competitive Pricing

- Hourly, half day & full day delegate packages available
- Discounts available for block bookings
- Business support on-demand
- Room only rates available upon request

“creating the right impression for you and your business...”



The centre has five impressive meeting and conference suites all of which are set in an environment dedicated to business. Each room is fully equipped with everything you could possibly need for a productive meeting, so all you really need to do is book and turn up.

### The complete package

All equipment, meeting room technology and tools you'll need for the perfect conference, interview or meeting.

### Zero distractions

Get the most from your meeting in our slick professional environment that's been designed purely with productivity in mind.

### State of the art connectivity

We'll provide you with complimentary high-speed internet access and free local & national calls.

### Video / audio conferencing

Arranging a conference call with remote clients and colleagues couldn't be easier. Our fully equipped rooms are perfect for conducting important calls.

### Set up & support

Dedicated conference host on hand to greet and assist you in setting up.

### Ad-hoc usage

You can book your meeting room by the day, half day or hour.

### Refreshments

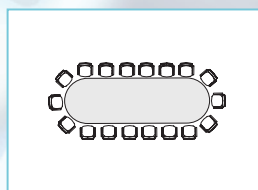
Choose from a delicious variety of hot & cold freshly prepared breakfast and lunch menus.

### Tailored solutions

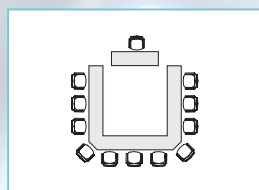
Choose one of our well appointed meeting rooms or conference suites and enjoy the comfort and confidentiality of the centre's modern atmosphere.

## Tailored Solutions

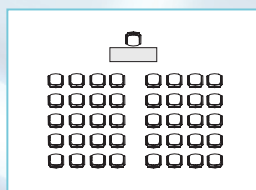
Our well appointed meeting rooms can be configured to meet any of your meeting requirements. Here is just a selection of our room layouts.



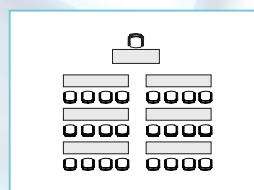
Boardroom



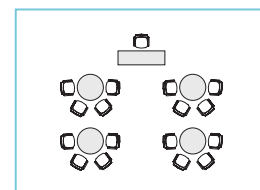
U-Shape



Theatre



Classroom



Cabaret

## Delegate Package Prices

Take the hassle out of organising your event by choosing our all inclusive delegate package. Our packages can be individually tailored to suit your specific requirements and include:-

### Full Day

- Room hire 8.30am - 6pm
- Two servings of morning tea, coffee and biscuits
- Buffet lunch served with orange juice
- Afternoon tea, coffee and biscuits
- Chilled mineral water & sweets
- LCD projector & screen
- Whiteboard & flipcharts
- Meeting stationery, pads & pens
- High speed internet access
- Free local & national calls

### Half Day

- Room hire up to 5 hours
- Two servings of tea, coffee and biscuits
- Breakfast or buffet lunch served with orange juice
- Chilled mineral water
- LCD projector & screen
- Whiteboard & flipcharts
- Meeting stationery, pads & pens
- High speed internet access
- Free local & national calls

### Hourly Rate

- Room hire up to 4 hours
- One serving of tea, coffee and biscuits
- LCD projector & screen
- Whiteboard & flipcharts
- Meeting stationery, pads & pens
- High speed internet access
- Free local & national calls

**£35** per delegate (minimum 2 people)

**£27** per delegate (minimum 2 people)

**£7** per hour / per delegate

Please note all prices are subject to VAT and variation. Prices are correct at time of print.



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