



# Brochure

## Event Hall

A recently refurbished 300-Seater Live Events Auditorium / Conference Venue, equipped with large screen High Definition projection and Surround Sound system:

### **Projection System:**

Large 5m wide motorised projection screen, plus option of 7m wide rear wall projection

High Brightness Barco 12,000 lumens Full HD (1920 x 1080) DLP Venue Projector

Wireless and wired Laptop / PC presentation facilities from stage and Technician Booth

High Definition Denon Bluray DVD playback

### **Sound System:**

Full Conference Tannoy PA sound system

4 Sennheiser radio handheld and lapel microphones and 2 wired lectern gooseneck microphones

Full 5.1 Surround Sound System

Yamaha 24-Channel Sound Mixing Desk

### **Hard of Hearing Induction Loop System:**

Sennheiser Infra Red Wireless Induction Loop System

### **Stage Lighting:**

Front of House traditional stage lighting dimmable controlled from Technician Booth

Portable Wireless LED Floor Uplighting

### **Audio Visual Control:**

In addition to technician control the audio visual system can be controlled via a wireless I-Pad

Additional facilities can be hired in as required

# Conference Packages

## Day Delegate Rate

**£50.00 per person including VAT\***

This rate includes:

- Full day hire of your chosen meeting room
- Three servings of tea and coffee and biscuits
- Finger buffet lunch served with fresh juice and water
- AV package (flipchart, projector and screen)
  - Complimentary Wi-Fi
  - Access to business services

Based on a minimum number of 10 adults.  
To book or find out more please contact us.

## Room Hire

Lower Ground Floor	Day Rate 9am – 5pm	Evening Rate 6pm – 11pm
Windsor Room 1	£250.00	£210.00
Windsor Room 2	£250.00	£210.00
Windsor Suite	£499.00	£275.00
Gilwell Room	£350.00	£230.00
Brownsea Room	£350.00	£230.00
Gilwell and Brownsea Suite	£599.00	£320.00
Paddington Room	£120.00	£120.00
The Study	£200.00	£200.00
Hawkhurst Room 1	£560.00	£295.00
Hawkhurst Room 2	£320.00	£210.00
Hawkhurst Room 3	£320.00	£210.00
Hawkhurst Suite (1-3)	£700.00	£560.00
Hawkhurst Suite (1-2)	£650.00	£450.00
Hawkhurst Suite (2-3)	£599.00	£320.00
Youlbury Room	£320.00	£210.00
Downe Room	£320.00	£210.00
Youlbury Downe Suite	£499.00	£280.00

Ground Floor	Day Rate 9am – 5pm	Evening Rate 6pm – 11pm
Event Hall	£950.00	£599.00
Foyer Room	£275.00	£210.00

Second Floor	Day Rate 9am – 5pm	Evening Rate 6pm – 11pm
Charles Williams Room	£350.00	£230.00
Falcon Room	£350.00	£230.00
Eagle Room	£350.00	£230.00
Kestrel Room	£350.00	£230.00
Kingfisher Room	£350.00	£230.00
Eagle and Kestrel Suite	£599.00	£320.00
Charles Williams and Flacon Suite	£599.00	£320.00
Kenya Room	£295.00	£150.00
Exam Room	£75.00	£75.00
Rooftop Garden	£500.00	£500.00

## Room Capacities

Lower Ground Rooms	Dimensions (Length x Width)	Room Layout Options						
		Boardroom	Open Boardroom	Cabaret	Classroom	Theatre	U-Shape	Exam
Windsor Room 1	4.65m x 7.70m	18	18	20	20	30	15	12
Windsor Room 2	3.58m x 7.70m	18	18	N/A	12	25	N/A	12
Windsor Suite	8.27m x 7.70m	20	25	30	30	40	20	25
Gilwell Room	5.8m x 5.6m	12	16	15	10	20	8	12
Brownsea Room	5.3m x 5.6m	12	16	15	10	20	8	12
Gilwell and Brownsea Suite	5.5m x 10.36m	20	30	30	25	45	20	30
Paddington Room	3.17m x 3.80m	8	N/A	N/A	N/A	N/A	N/A	N/A
The Study	2.04m x 3.51m	8	N/A	N/A	N/A	N/A	N/A	N/A
Mafeking	9.2m x 2.7m	8	N/A	N/A	N/A	N/A	N/A	N/A
Hawkhurst Room 1	7.27m x 9.73m	20	25	30	30	40	20	25
Hawkhurst Room 2	5.02m x 6.33m	12	N/A	15	12	25	10	15
Hawkhurst Room 3	5.23m x 6.48m	12	N/A	15	12	25	10	15
Hawkhurst Suite	17.97m x 5.02m	Please Enquire	Please Enquire	60	Please Enquire	100	N/A	60
Youlbury Room	4.55m x 5.28m	10	N/A	N/A	10	20	10	10
Downe Room	5.28m x 5.28m	10	N/A	N/A	10	20	10	10
Youlbury Downe Suite	10.54m x 5.28m	20	24	30	20	40	20	20
<b>Ground Floor Rooms</b>								
Assembly Hall	17.1m x 14.1m	N/A	N/A	140	75	300	80	120
<b>Second Floor Rooms</b>								
Charles Williams Room	8.3m x 4.6m	18	N/A	15	15	25	12	15
Falcon Room	6.5m x 5.6m	18	20	15	15	25	12	15
Eagle Room	7.5m x 5.1m	18	20	15	15	25	12	15
Kestrel Room	7.5m x 5.1m	18	20	15	15	25	12	15
Kingfisher Room	5.55m x 4.55m	14	16	10	10	20	8	15
Eagle and Kestrel Suite	15m x 10.2m	30	32	40	30	60	24	45
Charles Williams and Falcon Suite	8.3m x 5m	22	N/A	40	30	60	N/A	45
Kenya Room	2.1m x 4.5m	8	N/A	N/A	N/A	N/A	N/A	N/A