

NCVO CONFERENCE SUITE NON-MEMBERS PRICE LIST AND ROOM CAPACITIES

2019/20

- Full day session: 09.00-18.00
- Half-day session: 09.00-13.00 or 14.00-18.00
- Weekends (Saturday or Sunday): 09.00-17.00 (half days not applicable)
(A minimum charge of £395 per day for room hire applies at weekends).

Please note that the below are maximum capacity calculations. The inclusion of exhibition displays, audio visual aids, catering requirements etc may necessitate a reduction in the maximum capacities quoted or require additional rooms to be hired. Room hire charges are exempt from VAT. All prices listed are valid at 1 September 2019 but may be subject to change. Room hire includes complimentary Wi-Fi, flipchart and chilled water dispenser.

Suites

Suite	Floor	Rooms
Canal side suite	Ground floor	1, 2, 3, 4 and 15
Adams suite	First floor	5, 6, and 7
Morgan suite	First floor	8, 9, 10, 11, 12, 13 and 14
Nelson suite	Second floor	16, 17, 18 and 19

Non-member rates

Room capacities						Room hire charges		
Rooms	Theatre	Boardroom	Workshop	Cabaret	U-shape with tables	Full-day rate	Half day rate	Sat or Sun (per day)
1	100	n/a	50	54	n/a	£906	£503	£906
2	20	12	12	n/a	n/a	£315	£208	£395
3	30	14	16	n/a	n/a	£408	£254	£408
4	20	12	12	n/a	n/a	£315	£208	£395
5	50	26	30	32	20	£486	£293	£486
6	50	28	30	24	20	£486	£293	£486
7	85	36	46	48	28	£785	£442	£785
8	30	16	16	12	12	£363	£231	£395
9	48	24	24	28	16	£490	£295	£490
10	20	16	16	n/a	n/a	£408	£254	£408
11	48	24	24	28	16	£504	£302	£504
12	36	20	24	16	12	£408	£254	£408
13	n/a	15	13	n/a	n/a	£266	£183	£395
14	n/a	5	n/a	n/a	n/a	£180	£140	£395
15	20	14	14	n/a	n/a	£363	£231	£395
16	n/a	15	13	n/a	n/a	£266	£183	£395
17	n/a	28	30	32	20	£486	£293	£486
18	n/a	28	30	32	20	£486	£293	£486
19	n/a	36	n/a	48	28	£785	£442	£785

Multi-room capacities and associated discounted rates for interconnecting rooms

Room capacities					Room hire charges			
Rooms	Theatre	Boardroom	Workshop	Cabaret	U-shape with tables	Full-day rate	Half-day rate	Sat or Sun (per day)
1+2c	120	n/a	n/a	n/a	n/a	£1,075	£587	£1,075
3+4c	45	28	30	n/a	n/a	£519	£310	£519
8+9m	85	40	40	48	32	£769	£434	£769
11+12m	85	40	40	48	32	£822	£461	£822