

## **Meetings Made Simple Package**

Daily Delegate Package - £30ph

For 10 or less delegates

\*\*\*\*\*

- Hire of main meeting room
- LCD projector and screen
- 1 Flipchart and pens
- Conference stationery
- Free guest wifi
- A dedicated conference host
- Free car parking spaces

\*\*\*\*\*

- Tea, coffee and biscuits on arrival
- Jugs of iced water throughout your meeting, replenished at intervals
- Mid-morning tea, coffee and biscuits
- Sandwich lunch – which includes a selection of sandwiches and wraps with meat and vegetarian fillings
- Fries or wedges
- Bowl of fruit
- Tea and coffee with lunch
- Mid-afternoon tea, coffee and biscuits

Additional food, beverages and equipment can be added, please speak to your Meetings and Event Co-ordinator.