



*Room Hire, Day Delegate  
& Dinner Packages*



One Great George Street

# 2025 Room Hire Rates

<i>Rooms</i>	Half Day 07:00-13:00 14:00-17:30	Full Day 07:00-17:30	Evening 18:30-23:00
Smeaton Room	£1,300	£2,600	£1,600
Brunel or Council Rooms	£950	£1,900	£1,100
Stephenson Room	£625	£1,250	£750
Godfrey Michell (including technician)	£1,600	£3,200	£1,600
Telford Theatre (including technician)	£3,000	£6,000	£3,000
Great Hall	£3,000	£6,000	£4,200
Palmer Room	£850	£1,700	£950
Rennie Room	£850	£1,700	£950
Tredgold or Bazalgette Rooms	£625	£1,250	£750
Cubitt, Rankine, Brassey or Bruce White Rooms	£425	£850	£425
Hawksley or McKenzie Rooms	£325	£650	£325
Hawksley and McKenzie Rooms (combined)	£500	£1000	£500
Bailey Room	£275	£550	£275
President's Dining Room, Buchanan Room or President's Office	£625	£1,250	£750



# *Day Delegate Packages*

## Silver Package £92.00 per person

This package includes:

- Meeting Room (7.00am-5.30pm)
- Catering Room (7.00am-5.30pm)
- Tea/Coffee, a breakfast item & bowl of fruit on arrival
- Tea/Coffee, Eat natural bar and bowl of fruit mid-morning
- Tea/Coffee, biscuits and bowl of fruit mid-afternoon
- Tea/Coffee and sandwich lunch with four sides
- Bottled water
- Telephone on registration desk
- Projection screen
- LCD Projector
- Two flipcharts and pens
- High-speed Wi-Fi

## Gold Package £100.00 per person

This package includes:

- Meeting Room (7.00am-5.30pm)
- Catering Room (7.00am-5.30pm)
- Tea/Coffee, a breakfast item & bowl of fruit on arrival
- Tea/Coffee, Eat natural bar and bowl of fruit mid-morning
- Tea/Coffee, biscuits and bowl of fruit mid-afternoon
- Two Course Stand-up Fork Buffet Lunch (three choice)
- Bottled water
- Telephone on registration desk
- Projection screen
- LCD Projector
- Two flipcharts and pens
- High-speed Wi-Fi

For meetings in the Telford Theatre or the Godfrey Mitchell Theatre, the Day Delegate Rates include in-theatre equipment and a technician



# *Dining Packages*

## Great Hall

£115.00 per person (exc. VAT)

Based on minimum numbers of 130.

This includes the Smeaton or Rotunda area for pre-dinner drinks

## Council Room

£118.00 per person (exc. VAT)

Based on minimum numbers of 30

This includes the Stephenson Room for pre-dinner drinks

## Smeaton Room

£107.00 per person (exc. VAT)

Based on minimum numbers of 70

This includes the Brunel Room for pre-dinner drinks.

## Stephenson Room

£121.50 per person (exc. VAT)

Based on minimum numbers of 10

All our dinner packages include the following:

Room hire from 18.30-23.00 for applicable room

Two glasses of house wine or soft drink for pre-dinner drinks reception (Drinks reception to start no earlier than 19:00).

Three course set menu with coffee & Florentines

Half a bottle of house wine with the meal

Unlimited water with the meal

LED candle sticks on the tables

Upgrades available - please ask our Team for more details



# Room Capacities

<b>Rooms</b>	Theatre	Boardroom	Classroom	Standing Buffet	Seated Buffet	Seated Lunch/Dinner Cabaret
Smeaton Room	150	60	60	150	90	100
Brunel Room	100	48	45	100	70	80
Council Room	100	48	45	100	70	80
Stephenson Room	30	26	12	30	20	30
Godfrey Michell Theatre	106	-	-	-	-	-
Telford Theatre	238	-	-	-	-	-
Great Hall	400	-	135	400	253	260
Palmer Room	70	36	30	70	40	40
Rennie Room	70	36	42	100	50	50
Tredgold Room	36	22	18	30	20	22**
President's Dining Room	-	18	-	30	20	22*
Bazalgette Room	30	26	15	30	20	26*
Cubitt Room	16	16	8	20	16	16*
Hawksley Room	12	12	6	15	12	12*
McKenzie Room	12	12	6	15	12	12*
Hawksley & McKenzie Rooms	30	24	20	30	24	24*
Rankine Room	16	16	8	20	16	16*
Brassey Room	24	20	12	25	20	20*
Bruce White Room	16	16	8	20	16	16*
Bailey Room	6	6	-	-	-	-

Based on 6 rounds of 10. Some people will have backs to the screen.

(\*) - Cabaret Style not available (\*\*) - 20 in Cabaret style.





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