

Manor House Enterprise Centre

Room Hire Charges

Meeting Room 1 (G11)	
Size (approx.)	150 sq ft /14 sq m
Capacity	6 people
Facilities	Round table, 6 chairs, flip charts, high-speed broadband WiFi, projection facilities
Charges	
Per Hour	£15.00
Half Day (3.5 hrs)	£35.00
Full Day (8 hrs)	£60.00
Meeting Room 2 (G12)	
Size (approx.)	193 sq ft/18 sq m
Capacity	12 people – boardroom (square) 10 people – boardroom (u-shape) 24 people – theatre style 12 people – classroom style
Facilities	Rectangular tables, flip charts, high-speed broadband WiFi, projection facilities
Charges	
Per Hour	£20.00
Half Day (3.5 hrs)	£50.00
Full Day (8 hrs)	£90.00
Training Room (G13)	
Size (approx.)	296 sq ft/27.5 sq m
Capacity	20 people – boardroom (square) 16 people – boardroom (u-shape) 40 people – theatre style 18 people – classroom style <i>Maximum capacity for this room is 42 people</i>
Facilities	Rectangular tables, projection screen and mobile projector, flip charts, high-speed broadband WiFi
Charges	
Per hour	£30.00
Half day (3.5 hrs)	£70.00
Full day (8 hrs)	£120.00

All Three Meetings Rooms

Per Hour	£65
Per Half Day	£130
Per Day	£250

Networking Lounge

All users of our meeting rooms are welcome to use our communal lounge during their visit.

Please contact us to discuss exclusive use of this area for your event.

Maximum capacity for this room is 50 people

Catering

Tea & coffee £1.00 + VAT (£1.20) per person per serving

Please confirm numbers three days before event

Buffet and more – please let us know your requirements and we can provide a costing

Cancellation Policy

Cancellations within 3 full days of the booking are charged at 50% of the price quoted; cancellations within 24 hours of the booking charged at 100% of the price quoted. Cancellations before three full days of the event are free of charge.

Booking

Please book your room(s) using our online system at:

www.theenterprisenetwork.co.uk/book-meeting-rooms/royal-wootton-bassett

You will need to complete one booking for each room.

Don't hesitate to get in touch if you have any questions or special requests. Call Jol on 01793 230 708 or email manorhouse@theenterprisenetwork.co.uk

Looking for office space?

Or do you need a desk to work from from time to time?

Manor House Enterprise Centre is a short drive from Swindon and the M4.

We have offices for rent at business-friendly prices, as well as arrangements for hot-desking, virtual office addresses and a co-working room.

Visit www.TheEnterpriseNetwork.co.uk for more information, or call us on 01793 230 708.

