

## Avalon Harrogate Training Room Hire Costs

**March 2019 onwards**

<b>Training Room Maximum Number of delegates</b>	<b>Full Day Room Cost</b>	<b>Half Day</b>	<b>Hourly Rate</b>	<b>Small Meeting Room/Breakout room</b>
24 Boardroom 18-20 Cabaret 30-35 Theatre	£120.00	£80.00	£20.00/hour	Maximum 6 people £10.00/hour

### **Refreshments (price quoted excludes VAT)**

Tea and coffee is charged at £1.00 per person per serving or £2.50 per person for a full day.

Tea, coffee and biscuits are charged at £1.50 per serving or £3.00 per person for a full day.

Avalon do not provide other catering, if the hirer would like information of local organisations who can provide a buffet lunch please enquire at the time of making the room booking.

Full day: 9am - 5pm (4.30 Friday)

Half day: 9am - 1pm or 1pm to 5pm (4.30 Friday)

All prices quoted exclude VAT, room hire does not have VAT added; refreshment costs do have VAT added.

### **Additional Services**

#### **Free of charge**

- Meet and greet receptionist who welcome the delegates show them to the training room and request that they sign in and out of the building to comply with fire regulations.
- WiFi
- Projector with speaker
- Whiteboard and flip chart stand

At an additional cost flipchart paper and pens can be provided, please request at the time of booking.

For more information and a booking form please contact Jo Heywood, Avalon Head Office 01423 530053, email: [learninganddevelopment@avalongroup.org.uk](mailto:learninganddevelopment@avalongroup.org.uk)