

Meetings, Conferences, Exhibitions & Banqueting

To keep things simple we have made our day delegate rates fully inclusive – no hidden extras and no surprises. However we know that one size rarely fits all so we are always happy to put together bespoke packages to suit your requirements.

Standard day delegate packages

| | | |
|---|--|---|
| Up to 10 delegates | From 11 up to 80 delegates | From 80 up to 516 delegates |
| £29.00 + VAT per person Studio 2A or 2B | £27.00 + VAT per person Studio 1, Studio 2 | £36.00 + VAT per person Auditorium* |

These rates include:

- Hire of the main meeting room
 - Wireless internet access
 - Pre-bookable car parking
 - Flipchart and pens
 - Day delegate stationary
- 3 servings of refreshments (tea/coffee) on arrival, mid-morning and mid-afternoon
 - Sandwich buffet lunch
 - Screen and projector*

Premium day delegate packages

8 Hour Delegate Rate
(Auditorium for 150– 516 pax)
£42.00 + VAT per head

- Hire of plenary room
- Additional catering space (if required)
 - Wireless internet access
 - Pre-bookable parking
- 3 servings of refreshments
- Finger or two course buffet lunch
 - Flipchart and pens
 - Delegate stationery

8 Hour Delegate Rate
(Studios 1 & 2 for 10 – 80 pax)
£37.00 + VAT per head

- Hire of plenary room
- Additional catering space (if required)
 - Wireless internet access
 - Pre-bookable parking
- 3 servings of refreshments
- Finger or two course buffet lunch
 - Screen and projector
 - Flipchart and pens
 - Delegate stationery

Additional items such as AV system can be added at an additional cost.

4 Hour Delegate Rate

(Studios 1 & 2 for 10 – 80 pax)

£32.00 + VAT per head

- Hire of plenary room
- Additional catering space (if required)
 - Wireless internet access
 - Pre-bookable parking
- 2 servings of refreshments
- Finger or two course buffet lunch
 - Screen and projector
 - Flipchart and pens
 - Delegate stationery

Due to the hi-spec nature of the Auditorium there are a number of audio-visual options available to enhance your event. For this reason we operate bespoke packages in the Auditorium based on room hire, catering and specific AV requirements.

Please ask for a detailed quote.

Room Hire Only

If you wish to only hire our rooms, please note that the prices are as follow:

Auditorium

£2,200 plus VAT per day

Studio 1

£350 plus VAT per day

Studio 2

£380.00 plus VAT per day

Studio 2a

£250.00 plus VAT per day

Studio 2b

£250 plus VAT per day

Apex Lounge

£1800 plus VAT per day

½ day and hourly rate are also available

Room Capacities

| Function Style | Auditorium | Lounge | Studio 1 | Studio 2 <small>Which can be separated into two rooms if required</small> |
|----------------|------------|--------|----------|--|
| Theatre | 516 | 120 | 60 | 80 or 40 in each |
| Classroom | 200 | 100 | 45 | 63 or 27 in each |
| Boardroom | N/A | 70 | 28 | 44 or 24 in each |
| U-Shape | 150 | 60 | 30 | 60 or 30 in each |
| Lunch/Dinner | 240-270 | 243 | 60 | 80 or 40 in each |
| Reception | 600 | 350 | 60 | 80 or 40 in each |

We look forward to welcoming you and your guests to the Apex!