

### CRAUSAZ WORDSWORTH BUILDING 2018

Day Delegate Rate Package	Non - exclusive use	Exclusive use
Refreshments on arrival	✓	✓
Morning coffee and biscuits and soft drinks. Foyer for ground floor delegates Syndicate 1 for upstairs' delegates	✓	
Morning coffee, biscuits, fruit and soft drinks – private foyer		✓
Mid-morning refreshments	✓	✓
Mid-morning coffee and biscuits and soft drinks. Foyer for ground floor delegates Syndicate 1 for upstairs' delegates	✓	
Mid-morning coffee, biscuits, fruit and soft drinks – private foyer		✓
Buffet lunch	✓	✓
Foyer for ground floor delegates – Hot fork buffet and Finger buffet choices Syndicate 1 for upstairs' delegates – Finger buffet choices	✓	
Foyer area - Hot fork buffet or Finger buffet choices		✓
Afternoon tea	✓	✓
Tea, coffee and biscuits and soft drinks. Foyer for ground floor delegates Syndicate 1 for upstairs' delegates	✓	
Themed refreshment break and soft drinks –private foyer		✓
Meeting rooms with full AV facilities	✓	✓
Plenary Room on ground floor and Syndicate Rooms 1,2 and 3 on first floor		✓
Meeting rooms as booked with specific catering and refreshment facilities	✓	
AV equipment and on-site support	✓	✓
AV technician support available (from 8am to 6pm)	✓	✓
AV equipment in Plenary Room – front projection, 4.8m x 3m screen, lectern, panel high table, audio system & microphones		✓
AV equipment in Syndicate Rooms – data projector, audio system, screen & flipchart		✓
AV equipment in meeting rooms as booked – data projector, audio system, screen & flipchart	✓	
Business facilities - workspace with telephone, photocopier, computer and printer		✓
Shared business facilities	✓	
Wireless Internet	✓	✓
Car Parking	✓	✓
Up to two complimentary disabled spaces and two organiser spaces available outside CWB		✓
One organiser space and one disabled space available outside CWB	✓	
Additional spaces at Wilberforce Road Sports Ground or Cambridge Rugby Club (small charge per space) – subject to availability	✓	✓
Minimum spend requirement to be derived from day delegate rates or a flat hire fee only (Day Delegate Rate currently £61.00 plus VAT 'Early Riser' Day Delegate Rate £71.00 plus VAT to include a nutritional, Continental breakfast on arrival) 24 hour residential rates from £153.00 plus VAT	<b>No minimum spend</b>	£1900 plus VAT midweek £2100 plus VAT Sat & Sun

#### NON - EXCLUSIVE USE OF THE CRAUSAZ WORDSWORTH BUILDING

For non - exclusive use of the Crausaz Wordsworth Building, there is no minimum spend

#### MINIMUM NUMBERS FOR EXCLUSIVE USE OF THE CRAUSAZ WORDSWORTH BUILDING

For exclusive use of the Crausaz Wordsworth Building a minimum spend of £1900.00 + VAT, per day, needs to be achieved. Should your spend fall below this minimum, we reserve the right to make an additional room hire charge.

**NORMAL BUILDING OPENING HOURS ARE 8AM TO 6PM** – Early start and late finish will be charged extra at our ongoing hourly rate.