

Wells Place
Eastleigh
SO50 5LJ

T: 023 8061 3210
F: 023 8064 1299
W: www.wellspplace.org.uk
E: info@wellspplace.org.uk



Price List (Effective 1st October 2014)

Can choose from one of the following billing options:

- 1) **All inclusive day delegate rate of £18.40 per head.** This option includes your room hire, equipment hire (subject to availability), 3 standard trolleys at times of your choosing and your choice of lunch from our premium sandwich, baguette or jacket potato lunch options.
- 2) **Room hire plus extras.** Pay for your room hire at the hourly rate below and add any catering or equipment hire at the rates also detailed below.

Room Hire Rates (per hour). £2.95 booking fee also payable.

Room	Floor	Business	Non-profit organisation	Registered Charity
Desborough Hall	Ground	£30.00	£21.00	£18.00
Scantabout	Ground	£15.00	£10.50	£8.30
The Quiet Room	Ground	£14.00	£10.20	£8.00
Allington	1st Floor	£15.00	£10.50	£8.30
Boyatt	1st Floor	£15.00	£10.50	£8.30
Nightingale	1st Floor	£17.00	£12.00	£9.80
Bishopstoke	2nd Floor	£14.00	£10.20	£8.00
Stoneham	2nd Floor	£14.00	£10.20	£8.00
Fair Oak	2nd Floor	£17.00	£12.00	£9.80

Equipment Hire Rates

Equipment	Rate per half day	Rate per full day
Flipchart & pens	Free	Free
Projector screen	Free	Free
Overhead projector	£2.80	£4.50
DVD / VHS player & 37" TV	£8.70	£15.40
Data projector (exc laptop)	£18.00	£36.00
Portable PA system	£36.00	£36.00

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Catering Prices (per head). Catering is subject to 20% VAT in addition. For descriptions, please see www.wellsplace.org.uk and click on the conference catering tab.

Catering Item	Price per head (exc VAT)
Lunch options:	
- Standard sandwich	£4.35
- Ploughman's	£6.50
- Premium sandwich	£8.10
- Jacket potato	£8.55
- Baguette	£8.10
- Premium buffet	£8.95
Coffee break refreshments:	
- Standard trolley (tea, coffee & biscuits)	£1.10
- Standard trolley (tea & coffee only)	£0.95
- Premium trolley	£1.50
Extras:	
- Pastries / cakes	£0.95
- Jug of juice (per jug)	£1.70
- Fruit bowl	£0.90
- Individual bottles of water (0.5L)	£1.05
- Table bottles of still or sparkling water (0.75L)	£1.85
- Bowl of crisps (serves max 20)	£2.10