

Our facilities

PD Centre: Our executive suites can be located on the first floor in the building. The main suite has a maximum of 70 seating capacity and is ideal for seminars, lectures and workshops. The annex which is smaller has a maximum seating capacity of 25 and it can be used for small meetings, presentations and lectures. These suites are fully air-conditioned and very comfortable. They are ideal for private corporate activities as well.

Auditorium: With a maximum seating capacity of 250, the octagon-shaped auditorium can be easily adapted to host lectures, seminars, and theatre, music and dance events. It is centrally air-conditioned and has its own stage lights and public address system and screens.

Seminar Room: Our seminar room is fully air-conditioned and is designed for smaller meetings of up to 50 persons, if seated in a theatre-style format.

Board Room: Our Board Room is fully air-conditioned and is designed for smaller meetings. It seats up to 16 people in a board room style set up.

Digital Training Room: Our Digital Training Room is fully air-conditioned and designed for executive trainings and meetings. It seats up to 35 people in theatre style and 25 people in training style. It comes with a digital screen, whiteboards, markers, laptops and tablets that can be used at a cost.

Restaurant/Terrace: Our terrace is ideal for receptions and exhibitions. The terrace area houses a restaurant, which is also open for breakfast and lunch every weekday. A catering service such as light refreshments is provided for all events, at an added cost. Please contact them on **030 293 7320 / 030 700 3318** and speak directly to Cleaver House for catering services.

Below are the current charges for the use of our facilities. These fees cover our overhead costs such as staff, maintenance and utilities. We also provide fees to cover special services such as catering to ensure the success of each event. Extra fees are charged for speciality events such as TV shows/ filming, fashion shows, musical concerts, drama productions, festivals and exhibitions.

Our timings are classified as follows:

- Morning: 0800-1200
- Afternoon: 1200-1600
- Evening: 1600-2000
- All day: 0800-1600

Auditorium	GBP
Weekday Morning/ Afternoon	£266
Weekday Evening	£312
Weekday All Day	£539
Weekends Morning/ Afternoon	£362
Weekends all day	£557
Weekends Evening	£539
Seminar Room	
Weekday Morning/ Afternoon	£130
Weekday Evening	£158
Weekday All Day	£206
Weekends Morning/ Afternoon	£160
Weekends all day	£290
Weekend Evening	£195
Board Room	
Weekday Morning/ Afternoon	£128
Weekday Evening	£158
Weekday All Day	£206
Weekends Morning/ Afternoon	£160
Weekends all day	£290
Weekend Evening	£195
PD Centre /Executive Suite	
Weekday Morning/ Afternoon	£236
Weekday Evening	£275
Weekday All Day	£455
Weekends Morning/ Afternoon	£321
Weekends all day	£464
Weekends Evening	£455
Digital Training Room	
Weekday Morning/ Afternoon	£223
Weekday Evening	£239
Weekday All Day	£279
Weekends Morning/ Afternoon	£279
Weekends all day	£372
Terrace	
Weekday Morning/ Afternoon	£89
Weekday Evening	£111
Weekday All Day	£134
Weekends Morning/ Afternoon	£176

Weekends all day	£158
Garden Area	
Weekday Morning/ Afternoon	£245
Weekday Evening	£288
Weekday All Day	£464
Weekends Morning/ Afternoon	£334
Weekends all day	£483
Weekends Evening	£390
Equipment (Charge per day)	
LCD projector	£40.42
Couch Set-up	£65