



## CONFERENCE PRICES 2010

### CONFERENCE DELEGATE TARIFF (all prices include VAT at the current rate)

#### Full Day Package

Room Hire (rate only applies to when taking the comprehensive full package) £180.00

#### Delegate rate per person

Up to 2 servings of tea/coffee & biscuits, 1 afternoon serving of tea or coffee cordials throughout the day, buffet lunch £18.50

#### Half Day Package

Room Hire (rate only applies to when taking the comprehensive full package) £100.00

#### Delegate rate per person

2 afternoon Servings of tea or coffee, cordials throughout the day, buffet lunch £16.00

### ROOM-ONLY CONFERENCE

#### The Craven Suite

Room Hire - Full Day £360.00

Room Hire - Half Day £200.00

Room Hire - by the hour £90.00

First hour plus £50.00 per additional hours or part thereof

#### Boardroom Suite (note this room is upstairs & has limited disabled access)

Room Hire - Full Day £120.00

Room Hire - Half Day £70.00

Room Hire by the hour £60.00

First hour plus £30.00 per additional hours or part thereof

### ADDITIONAL FOOD & BEVERAGE COSTS

Serving of tea or coffee £1.50

All day cordials and water £2.00

Buffet Lunch £11.00

### ROOM INFORMATION

#### The Craven Suite

Approx 10m x 13m (130 sq.m). 60 delegates cabaret style or 100 people theatre style.

#### Board Room Suite

Approx 5m x 5m (25sq.m). Suitable for 12 delegates boardroom style, 16 delegates cabaret style or 20 people theatre style.



## EXTRA EQUIPMENT HIRE

Flip chart complete with paper refill and pens for the day	£12.00
OHP	£12.00
Screen	£12.00
Electrical extension cable	£5.00
Wireless Internet - full day	£30.00
Wireless Internet - half day	£18.00
Photocopying - per copy (b&w)	£0.15

## STANDARD TIMES

Half day Morning	9.00am to 12.30pm
Half day Afternoon	1.30pm to 5.00pm
Evenings	6.00pm to 9.30pm

Full day and Half day packages additional set up time £20.00 per half hour of part thereof.

## TERMS & CONDITIONS

Without prejudice to the generality of the Romanby Golf & Country Club Terms & Conditions, the reservation for and purchase of products and/or services from Romanby Golf & Country Club are subject to the following terms and conditions. By affecting a booking for or purchase of any product and/or service with Romanby Golf & Country Club, you agree to be bound by the Terms and Conditions of Purchase specified in this Agreement.

### Force Majure

Romanby Golf & Country Club shall not be liable for damages of any kind arising out of any failure or delay if the failure or delay is due to circumstances or caused by circumstances beyond our reasonable control.

### Use of Equipment

You agree to use any equipment or device provided for your use by Romanby Golf & Country Club in such a way as not to cause the equipment damage or to disable the use of such equipment. You also agree to pay for any damage to the equipment provided by Romanby Golf & Country Club.

### Use and Care of Premises

By choosing Romanby Golf & Country Club services, you agree:

To act responsibly on the premises

To make no alterations or additions to the premises

To ensure that nothing is done that might prejudice any insurance for the premises,

To pay for any damage to the premises resulting from neglect, omission or a deliberate or careless act.

All food and beverage consumed on the premises of Romanby Golf & Country Club must be purchased from Romanby Golf & Country Club.

All vehicles parked at Romanby Golf & Country Club are parked entirely at the owner risks.

No displays are to be attached to walls or windows, any damage caused by so doing will be charged.

### Cancellation Policy

Cancellations must be made at least 14 days prior to the event, otherwise 50% of the total fee will be charged as cancellation fee. Cancellations made 7 days prior to the event date will be charged at 100% cancellation fee.

'No-shows' will also be charged at 100% cancellation fee.