

Conference and Training Facility Hire

	Seating Capacity	Cost per Session	Cost per Day	Dimensions (in sq ft)
Lacock Suite (L3 & L4)	85 – theatre style 30 – boardroom style 40 – cabaret style in L4 24 – cabaret style in L3	£195 + VAT	£340 + VAT	(564 + 389) 953
Biddestone Room	50 – theatre style 25 – boardroom style 25 – cabaret style	£170 + VAT	£260+ VAT	517
Reybridge Room	35 – theatre style 20 - boardroom style 20 – cabaret style	£170 + VAT	£260 + VAT	493
Lackham House Foyer can be used as an additional space for all bookings				

A session is a morning or afternoon

All hire charges above include access to a hot beverage vending machine, complimentary biscuits and still and sparkling bottled water. Additional hospitality can be provided, menus and costs are available upon request.

Room Only Hire

	Seating Capacity	Cost per Session	Cost per Day	Dimensions (in sq ft)
Lacock Suite (L3 & L4)	85 – theatre style 30 – boardroom style 40 – cabaret style in L4 24 – cabaret style in L3	£165 + VAT	£290 + VAT	(564 + 389) 953
Biddestone Room	50 – theatre style 25 – boardroom style 25 – cabaret style	£140 + VAT	£210+ VAT	517
Reybridge Room	35 – theatre style 20 - boardroom style 20 – cabaret style	£140 + VAT	£210 + VAT	493
Lackham House Foyer can be used as an additional space for all bookings				

A session is a morning or afternoon

All hire charges above include still and sparkling bottled water. Additional hospitality can be provided, menus and costs are available on request.

Equipment available included in your booking: Large TV/PC display screen - Flipchart & Pens - Wifi is available in all rooms (48 hours' notice required)