

Pottery Bank Community Centre Ltd



MEETING ROOM & CONFERENCE HIRE PRICE LIST COVID-19 RESTRICTIONS

Room	Size	Hour Rate	Morning or afternoon Up to 4 hours	Full Day Rate 9-5pm
Meeting Room	Up to 25 people 20 with tables	£15	£55	£100
Small Activity Room	Up to 15 people 10 with tables	£15	£55	£100
Activity Room	Up to 50 people 35 with tables	£17.50	£60	£110

- Wifi available throughout the building
- Equipment – please bring your own equipment, if required (Flip chart stand available for use)
 - Tea & Coffee £1.80 per head including biscuit
- Bottles of still or sparkling water – £2 per 1ltr bottle or £1 per small bottle
 - Cartons of Fresh juice £2
- Lunch requirements: Buffet menu is available or Individual sandwiches can be pre ordered on arrival in our onsite café and served in the meeting room, if required (Please inform us of any special dietary requirements, in advance)
 - Free Parking available
- Evening/weekend bookings will incur an additional charge (please ask for more information)

10% Discount on above Room Hire prices for Registered Charities & Local Funded Groups

Please address any enquiries to:

Pottery Bank Community Centre Ltd:

Tel: 0191 224 2349 or Email: info@potterybankcc.co.uk

Address: Yelverton Crescent, Walker, Newcastle upon Tyne, NE6 3SW

www.potterybankcc.co.uk

Charity No: 1150674

Company No: 8172955

