

POTTERY BANK COMMUNITY CENTRE LTD



MEETING ROOM & CONFERENCE HIRE PRICE LIST

Room	Size	Hour Rate	Morning or afternoon only (9am-1pm or 1-5pm)	Day Rate (any time in-between 9-5pm)
Meeting Room	Up to 30 people 20 with tables	£35	£120	£215
Small Activity Room	Up to 15 people 10 with tables	£35	£120	£215
Activity Room	Up to 50 people 35 with tables	£45	£150	£270
Monday – Thursday: 9am – 5pm (subject to availability) Friday: 9am – 3pm (subject to availability)				

Facilities:

- WiFi available throughout the building
- Equipment – please bring your own equipment, if required
(Flip chart stand, Projector screen available for use)
 - Free Parking available (limited)

Refreshments:

- Tea & Coffee (including biscuit) £2 per head per serving
- Bottles of water – £2 per 1ltr bottle or £1 per small bottle
 - Cartons of Fresh juice £2
- Onsite catering available, please ask for menu, if required
(no outside catering allowed on premises)

Evening bookings - please ask for more information

Discounts may be negotiated for Room Hire prices for Registered Charities and long-standing regular bookings.

Please address any enquiries to:

Pottery Bank Community Centre Ltd:

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

Tel: 0191 224 2349

Email: info@potterybankcc.co.uk

<https://new.potterybankcc.co.uk/>

Charity No: 1150674

Company No: 8172955