



WEST HUB

EVENT PRICE LIST

UNIVERSITY BOOKINGS AND EVENTS

Bookings and events organised by university members are free of charge unless external AV or IT equipment is required to support customised needs. In such an instance internal service cost will be provided on application.

The Media Lab service is free of charge to university members for projects that take up to 1 hour and 30 minutes of studio and postproduction time (inclusive). Longer projects will be charged at £40 per hour thereafter.

Catering charges will apply to all university booking requests that involve a catering order made payable to UCS or any chosen approved external catering supplier.

SITE PARTNER EVENTS

Space	Maximum Capacity	Day Hire 09.00-17.00	Hourly Day Rate 09.00-21.00	Evening Hire 21.00-23.00	Hourly Evening Rate 21.00-23.00
East 1 & 2	100	£504+VAT	£63/hr+VAT	£378+VAT	£189/hr+VAT
West 1 & 2	50	£441+VAT	£55/hr+VAT	£330+VAT	£165/hr+VAT
South Room	30	£378+VAT	£47.25+VAT	£283.50+VAT	£141.75/hr+VAT
Boardroom 1 & 2	14	£315+VAT	£40/hr+VAT	£240+VAT	£120/hr+VAT
North Meeting Room	8-10	£168+VAT	£21/hr+VAT	£126+VAT	£63/hr+VAT
Contemplation Room	3-4	£70+VAT		£70+VAT	
Media Lab	4	£896+VAT	£112/hr+VAT	Closed	Closed
Open Spaces	Variable	£504+VAT	£63/hr+VAT	£378+VAT	£189/hr+VAT
Pop-up Stand			£37.50/hr+VAT		

Where more than one space is needed, the West Hub calculates the largest room for the duration of the event and adds additional rooms at a 75% discount.

Site Partners are organisations with permanent or semi-permanent physical presence on Cambridge West. Their eligibility for Site Partners Fees must be confirmed by the host organisations (with whom relevant contracts are signed), e.g. Estates Division, Departments, Maxwell Centre and ideaSpace. Eligibility is reviewed and verified on an annual basis.

COMMERCIAL EVENTS

Space	Maximum Capacity	Day Hire 09.00-17.00	Hourly Day Rate 09.00-21.00	Evening Hire 21.00-23.00	Hourly Evening Rate 21.00-23.00
East 1 & 2	100	£720+VAT	£90/hr+VAT	£540+VAT	£270/hr+VAT
West 1 & 2	50	£630+VAT	£78/hr+VAT	£468+VAT	£234/hr+VAT
South Room	30	£540+VAT	£67/hr+VAT	£402+VAT	£201/hr+VAT
Boardroom 1 & 2	14	£450+VAT	£56/hr+VAT	£336+VAT	£168/hr+VAT
North Meeting Room 1 & 2	8-10	£240+VAT	£30/hr+VAT	£180+VAT	£90/hr+VAT
Contemplation Room	3-4	£100+VAT		£100+VAT	
Media Lab	4	£1120+VAT	£140/hr+VAT	Closed	Closed
Open Spaces	Variable	£720+VAT	£90/hr+VAT	£540+VAT	£270/hr+VAT
Pop-up Stand			£50/hr+VAT		

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