



## SERVICED UNIVERSITY EVENTS

Serviced events involve the request of additional AV support and equipment beyond the room's inbuilt provision such as audio microphones, filming, support on hybrid meetings. It also includes catering deliveries. These services involve dedicated support from the West Hub's Operations team.

Space	Maximum Capacity	Day Hire 09.00-17.00	Hourly Day Rate 09.00-21.00	Evening Hire 18.00-23.00	Hourly Evening Rate 21.00-23.00
<b>East 1 &amp; 2</b>	100	£400	£50/hr	£450	£150/hr
<b>West 1 &amp; 2</b>	50	£360	£45/hr	£405	£135/hr
<b>South Room</b>	30	£360	£45/hr	£405	£135/hr
<b>Boardroom 1 &amp; 2</b>	14	No charge	N/A	No charge	N/A
<b>North Meeting Room 1 &amp; 2</b>	8-10	No charge	N/A	No charge	N/A
<b>Contemplation Room 1 &amp; 2</b>	3-4	No charge	N/A	No charge	N/A

In contrast a non-serviced event will use the AV as installed in the room without additions to the system or dedicated support from the Operations team. Catering will not be supported. Non serviced University events are free of charge for all rooms.

For events where more than one space is needed, we calculate the rate from the largest room for the duration of the event adding the additional rooms at a reduced rate of £50 per room.

## SITE PARTNER EVENTS

Space	Maximum Capacity	Day Hire 09.00-17.00	Hourly Day Rate 09.00-21.00	Evening Hire 18.00-23.00	Hourly Evening Rate 21.00-23.00
<b>East 1 &amp; 2</b>	100	£504+VAT	£63/hr+VAT	£567+VAT	£189/hr+VAT
<b>West 1 &amp; 2</b>	50	£441+VAT	£55/hr+VAT	£495+VAT	£165/hr+VAT
<b>South Room</b>	30	£378+VAT	£47.25+VAT	£425.25+VAT	£141.75/hr+VAT
<b>Boardroom 1 &amp; 2</b>	14	£315+VAT	£40/hr+VAT	£360+VAT	£120/hr+VAT
<b>North Meeting Room 1 &amp; 2</b>	8-10	£168+VAT	£21/hr+VAT	£189+VAT	£63/hr+VAT
<b>Contemplation Room 1 &amp; 2</b>	3-4	£70+VAT	N/A	£70+VAT	N/A

For events where more than one space is needed, we calculate the rate from the largest room and add the additional rooms at a 75% discount.

## COMMERCIAL EVENTS

Space	Maximum Capacity	Day Hire 09.00-17.00	Hourly Day Rate 09.00-21.00	Evening Hire 18.00-23.00	Hourly Evening Rate 21.00-23.00
<b>East 1 &amp; 2</b>	100	£720+VAT	£90/hr+VAT	£810+VAT	£270/hr+VAT
<b>West 1 &amp; 2</b>	50	£630+VAT	£78/hr+VAT	£702+VAT	£234/hr+VAT
<b>South Room</b>	30	£540+VAT	£67/hr+VAT	£603+VAT	£201/hr+VAT
<b>Boardroom 1 &amp; 2</b>	14	£450+VAT	£56/hr+VAT	£504+VAT	£168/hr+VAT
<b>North Meeting Room 1 &amp; 2</b>	8-10	£240+VAT	£30/hr+VAT	£270+VAT	£90/hr+VAT
<b>Contemplation Room 1 &amp; 2</b>	3-4	£100+VAT	N/A	£100+VAT	N/A

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 for both Site Partner and Commercial bookings.