

Church: St Albans Cathedral

Spaces Available for Hire

	Room 1	Room 2	Room 3	Room 4	Room 5
Room names / Spaces available	Chapter Room	Lawrance Room	Thicknesse Room	Studio	
Area or seating Capacity	5.3 x 7.3m 18: conference style 35: theatre style 50-60: standing	4.7 x 5m 10: conference style 15-20: theatre style 20: standing	4.4 x 4.9m 10: conference style 16: theatre style 25 – 30: standing	30-40: standing	
Ideal for what sort of gatherings?	Meetings, seminars, receptions	Meetings, informal groups, small receptions	Meetings, informal groups, small receptions	Informal groups, receptions,	
Fees Charged (for 2017)	£165 per day £110 half day	£115 per day £75 half day	£115 per day £75 half day	£165 per day £110 half day	
Reduced rate for charities?	Half rate (for churches)	Half rate (for churches)	Half rate (for churches)	Half rate (for churches)	
Use of Kitchen	Yes, down the hall	Yes, down the hall	Yes, down the hall	Sink and kettle available	
Arrangements for cleaning, disposal of rubbish etc	Hirer to return room and kitchen to original state – tidy and clean	Hirer to return room and kitchen to original state – tidy and clean	Hirer to return room and kitchen to original state – tidy and clean	Hirer to return room to original state – tidy and clean	
Sound, Video facilities	Screen attached to wall, HDMI cable to connect with laptops (must have HDMI socket on laptop) wifi, wireless	Screen attached to wall, HDMI cable to connect with laptops (must have HDMI socket on laptop) wifi, wireless	Screen attached to wall, HDMI cable to connect with laptops (must have HDMI socket on laptop) wifi, wireless	No IT facilities	

	connection to laptops without HDMI	connection to laptops without HDMI. Can be used as SmartBoard as well	connection to laptops without HDMI. Can be used as SmartBoard as well		
Storage for regular hirers (£ rate/yes/no)	No	No	No	No	
Comments:					
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