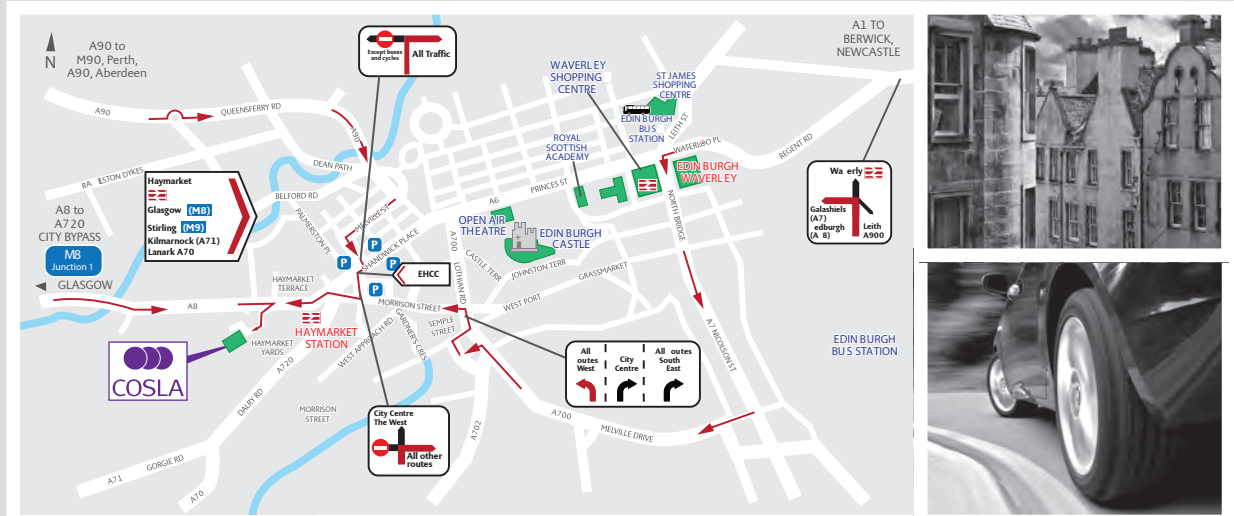


DIRECTIONS

Public Transport
By Rail Haymarket Station,
Approximately 5 minutes walk
For information on train operators
and times phone National Rail
Enquiries on 0845 7484950

By Air Edinburth Airport.
Approximately 15 minutes away.

For further travel info please visit
www.edintravel.org



For further information or
to discuss a request please
contact:

COSLA Events Team
COSLA Conference Centre
Verity House
19 Haymarket Yards
Edinburth EH12 5BH

t: 0131 474 9228
e: events@cosla.gov.uk
w: www.cosla.gov.uk

VENUE AND ROOM LAYOUTS



ROOM HIRE

	Cabaret	Classroom	Boardroom	U-Shape	Theatre	Costs
GROUND FLOOR						
Caledonian I	56	45	40	32	100	£600.00
Caledonian II	56	45	40	32	100	£600.00
Caledonian Combined	120	90	80	36	200	£1,200.00
McCaig	16	12	12	8	20	£375
FIRST FLOOR						
Scott I	16	10	14	16	30	£375
Scott II	32	24	22	18	50	£475
Scott Combined	56	40	40	32	80	£600
Burns I	32	24	22	18	50	£475
Burns II	16	10	14	16	30	£375
Burns Combined	56	40	40	32	80	£600
Dunbar			10			£375

Room hire costs includes all audio visual equipment, including laptop, projector and screen, delegate stationery and still and sparkling bottled water.

Day Delegate Rate £33pp includes:

- Main Meeting Room Hire
- Unlimited tea/coffee/fruit teas/biscuits
- Sandwich and Finger Buffet Lunch
- Iced Bottled Water - Still and Sparkling
- Delegate Stationery
- Presentation Screen
- Projector
- Laptop

(Minimum number of 45 delegates attending)

Breakout Rooms:

Full day £275.00 + VAT Half day £225.00 + VAT

VENUE LAYOUT

