

DIRECTIONS

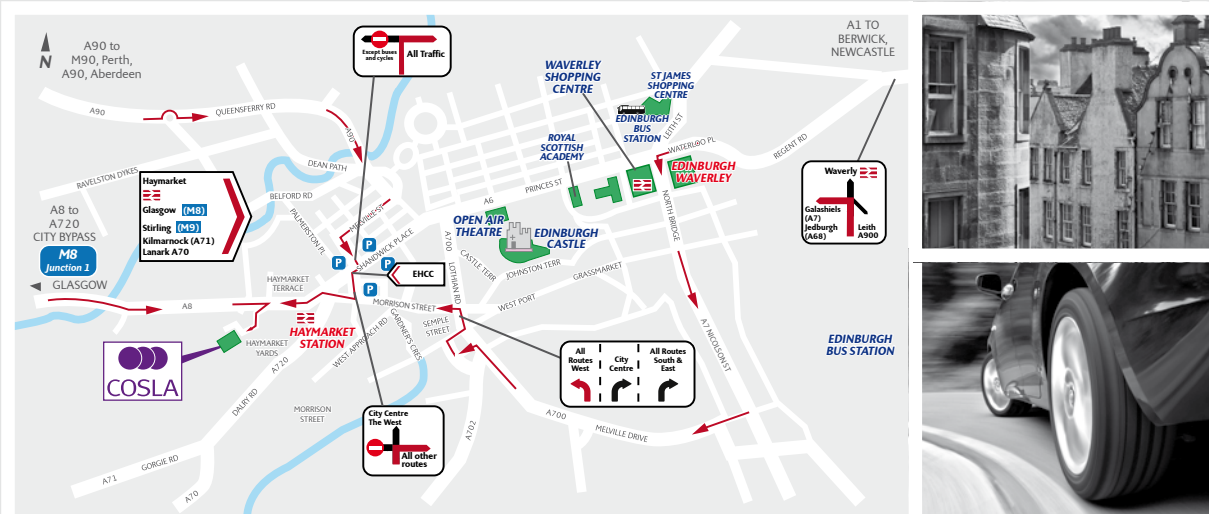
Public Transport

By Rail Haymarket Station,
Approximately 5 minutes walk

For information on train operators and
times phone National Rail Enquiries
on 0845 7484950

By Air Edinburgh 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
Edinburgh EH12 5BH
t: 0131 337 1409
f: 0131 474 9378
e: events@cosla.gov.uk
w: www.cosla.gov.uk

VENUE AND ROOM LAYOUTS



COSLA
CONFERENCE CENTRE



ROOM HIRE

| | Classroom | Boardroom | U-Shape | Theatre | Costs |
|----------------------------|-----------|-----------|---------|---------|-----------------|
| GROUND FLOOR | | | | | |
| Caledonian I | 45 | 40 | 32 | 100 | £500.00 |
| Caledonian II | 45 | 40 | 32 | 100 | £500.00 |
| Caledonian Combined | 90 | 40 | 36 | 200 | £1000.00 |
| McCaig | 12 | 12 | 8 | 20 | £250.00 |
| FIRST FLOOR | | | | | |
| Scott I | 10 | 14 | 16 | 30 | £250.00 |
| Scott II | 24 | 22 | 18 | 50 | £375.00 |
| Scott Combined | 40 | 40 | 32 | 80 | £500.00 |
| Burns I | 24 | 22 | 18 | 50 | £375.00 |
| Burns II | 10 | 14 | 16 | 30 | £250.00 |
| Burns Combined | 40 | 40 | 32 | 80 | £500.00 |

Room hire costs includes all audio visual equipment including laptop, projector, DVD, Visualiser, Flipchart and pens, delegate stationery and bottled water.

Day Delegate Rate £28pp includes:

- Main Meeting Room Hire
- Unlimited tea/coffee/fruit teas/biscuits
- Sandwich and Finger Buffet Lunch
- Iced bottled water
- Delegate Stationery
- Presentation Screen
- Projector
- Laptop
- Flipchart and pens

Breakout Rooms:

Full day £225.00 + VAT Half day £180.00 + VAT

VENUE LAYOUT

