



St. Richard's
Hospice
CARING FOR LIFE

Education and Resource Centre

Meeting Room & Conference Facilities 2010

St Richard's Hospice is a purpose built hospice in Worcester. Our location is easily accessible by road and bus and is a short taxi ride from railway stations. Free parking is available, however, this is limited and car sharing is encouraged. We have a range of flexible meeting spaces for day (and evening) meetings available throughout the year.

The Hospice can also provide a delicious range of buffets for lunchtime meetings and can cater for all diets and tastes - please telephone and ask for our menus! Tea and coffee facilities can be provided at £1 per head per serving and biscuits come as standard!

Below is a rough guide to rooms and facilities available but this list is by no means exhaustive - please contact us to discuss your meeting requirements.

Room	Rate (All day)	Rate (Half day)	Guideline Layouts & Capacities	Facilities Available
Seminar Whole	£160	£80	Theatre Style 65 chairs Boardroom Style 18 chairs Chairs in Circle 30 chairs	Chairs, tables, fixed projector and screen, audio / VHS video / DVD player, internet access, flat screen freeview television (which can be used with a laptop for presentations). Sliding partition for separating room into two halves.
Seminar Front Half	£100	£50	Theatre Style 20 chairs Boardroom Style 18 chairs Chairs in Circle 20 chairs	Chairs, tables, fixed projector and screen, audio / VHS video / DVD player, internet access.
Seminar Back Half	£75	£40	Theatre Style 10 chairs Boardroom Style 12 chairs Chairs in Circle 15 chairs	Chairs, tables, DVD player, internet access, flat screen freeview television (which can be used with a laptop for presentations).
Rose Hill	£70	£35	Theatre Style please contact us Boardroom Style 24 chairs Chairs in Circle please contact us	Chairs & tables in boardroom style, fixed projector and screen, internet access.
Hallow	£70	£35	Theatre Style please contact us Boardroom Style 12 chairs Chairs in Circle please contact us	Chairs & tables in boardroom style, fixed screen for use with portable projector, internet access. Tub chairs around coffee table for informal meetings.
Elmbridge	£20	£10	Theatre Style not suitable Boardroom Style not suitable Chairs in Circle 6 chairs	Chairs around central table, ideal for small meetings, staff reviews or interviews.
Day Hospice	(Limited availability – please contact us for details)			

Additional Facilities!

- Subject to availability, the Education & Resource Centre also has a portable projector, laptop and flipcharts for hire. Please enquire when making your booking.

Special Rates!

- 50% discount on room hire is offered to all charities.
- 50% discount on room hire is offered on all meetings commencing after 6pm.
- Half day booking rates apply to any bookings that finish by 1pm or commence at 1pm or later.

Please contact:

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