



DOWNING COLLEGE  
UNIVERSITY OF CAMBRIDGE

FUNCTION & MEETING  
LAYOUTS

HOWARD THEATRE  
GRACE HOWARD ROOM

*Ground Floor*

(Fig. 1)

Stairs lead down  
to WCs.

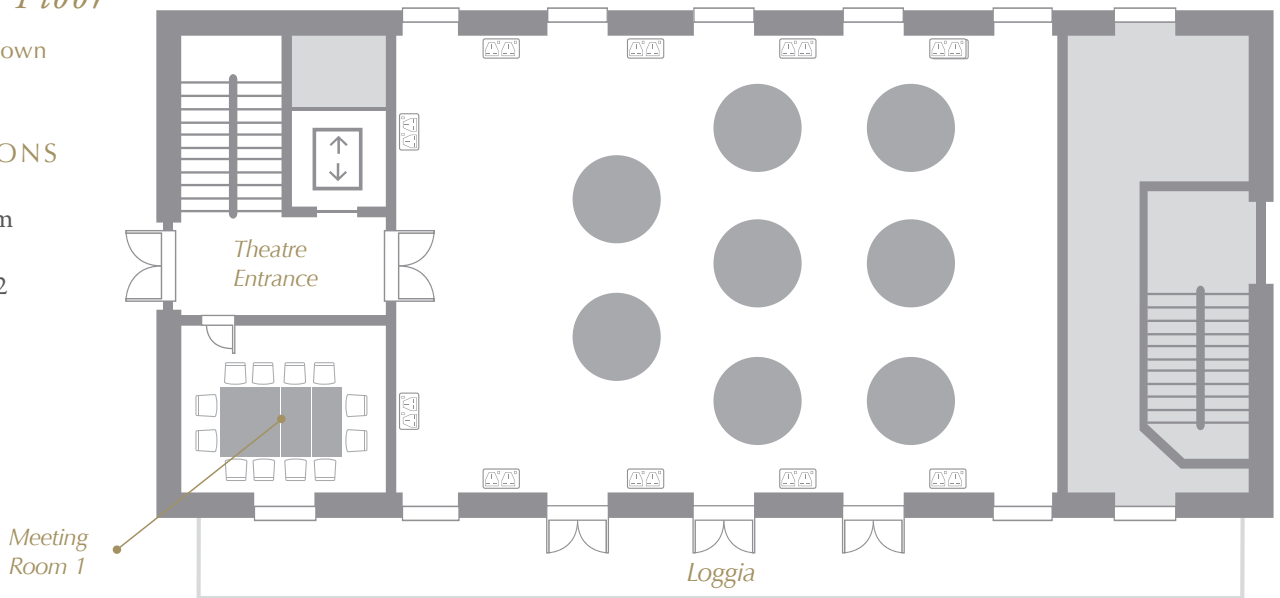
DIMENSIONS

16m x 10.5m

**168m<sup>2</sup>**

HEIGHT

**2.4 m**



CAPACITIES

Gala lunch & dinner (all rounds) **80**      Seated hot & cold fork buffet **60**  
(Fig. 1 above)

EQUIPMENT Wide screen data projector with portable stand and screen, speaker system, PA system including radio microphones, WiFi (using Lapwing log-in\*), 40" LCD display with audio & visual link to the Howard Theatre system.

The Grace Howard Room, located on the ground floor is fully accessible with patio doors opening out on the Sunken Garden of Howard Court.

The Grace Howard Room offers a number of catering options to include cabaret style formal lunch/dinner, seated and standing buffets. A bar facility is available on request.



\*WiFi is available using a Lapwing log-in code which can be supplied by the Conference Services Office.

CONFERENCE SERVICES

**01223 334 860**

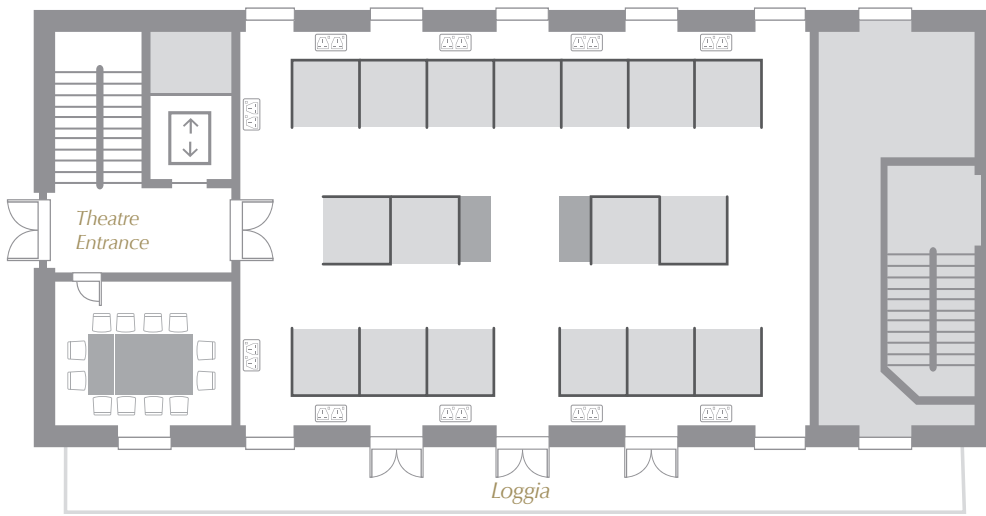
PLEASE SEE OVERLEAF FOR A MAP SHOWING THE ROOM'S LOCATION IN THE COLLEGE AND ALTERNATIVE ROOM LAYOUTS

conference@dow.cam.ac.uk

# HOWARD THEATRE GRACE HOWARD ROOM

## MEETING LAYOUTS

Ground floor



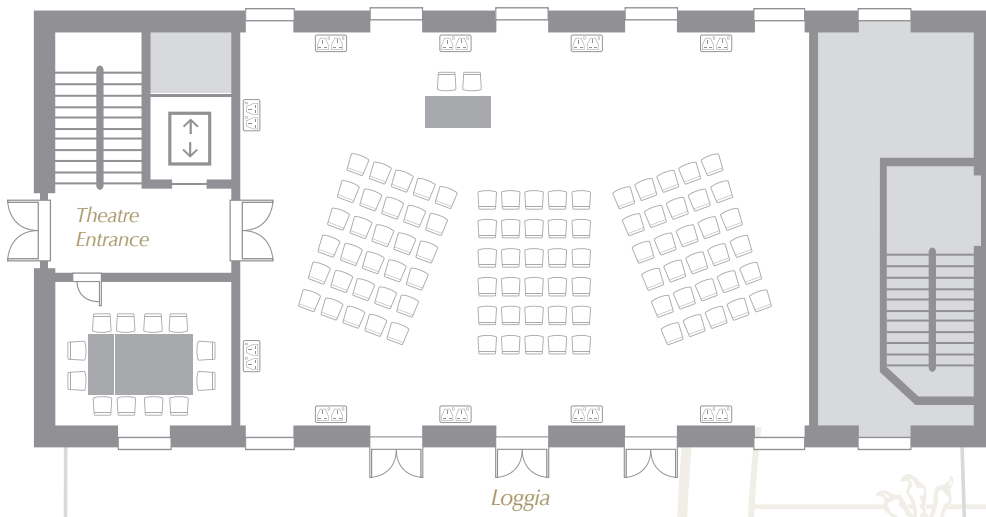
### EXHIBITION SPACE

17 sections layout  
Section dimensions = 2m x 2m x 2.4m high

or

13 sections layout  
Section dimensions  
7 sections = 2m x 2m x 2.4m high  
6 sections = 3m x 2m x 2.4m high

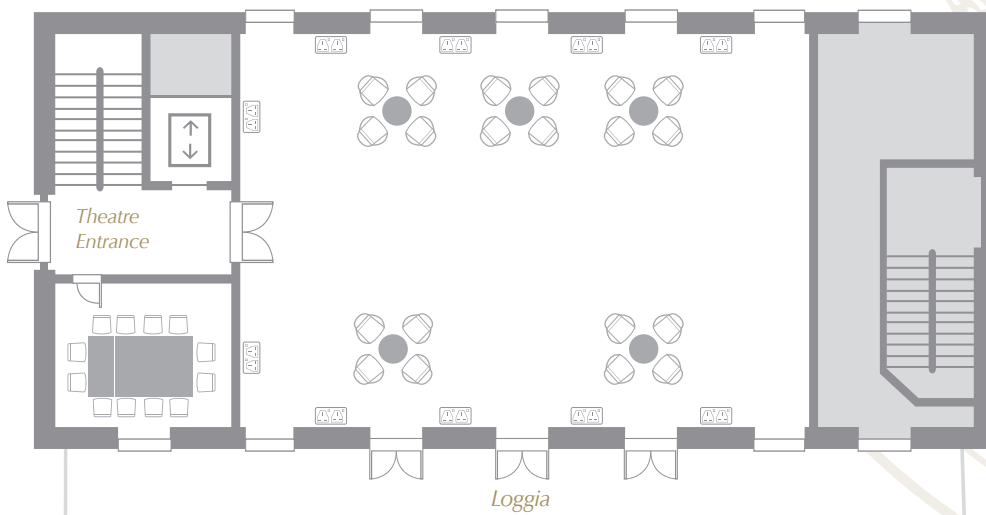
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### MEETING LAYOUTS

Fan layout

90



Standing drinks reception

180

Standing finger buffet

160

Standing hot & cold fork buffet

120

To discuss further layouts please contact Conference Services

01223 334 860

[www.downing-conferences-cambridge.com](http://www.downing-conferences-cambridge.com) | [conference@dow.cam.ac.uk](mailto:conference@dow.cam.ac.uk)