



DOWNING COLLEGE CAMBRIDGE CONFERENCES & FUNCTIONS

DAY DELEGATE PACKAGE 2018 (8 HOURS)

January – December 2018

£55.50 PER DELEGATE – Howard Theatre
£50.50 PER DELEGATE – Howard Building

Our day delegate package includes

Hire of the Howard Theatre **OR** Howard Building

Exclusivity of the Building

Tea & Coffee on arrival

Mid morning Tea, Coffee, Biscuits & Fruit Bowl

Finger Buffet **OR** Cafeteria Style Lunch with Tea & Coffee

Afternoon Tea, Coffee & Cakes

Still & Sparkling Bottled Housewater™

WiFi Internet delivered by UniOfCam

AV Equipment to include the following:

- Use of Lectern
- LCD Projector and Screen
- PA System with Lectern Mic

Event planning and AV Support before, during and after your event (up to 8 hours)

Flipchart & Pens

Conference Pads & Pens

Complimentary Car Parking – Please check availability at the time of booking

Howard Theatre – Minimum 80 delegates

Howard Building – Minimum 45 delegates

Prices are exclusive of VAT