

### Lisburn Enterprise Organisation Conference and Room Hire Rates

Room Type	Capacity	Full Day 9am – 5pm	Half Day 9am –12.45 pm or 1.15 pm – 5pm	Hourly Rate
Conference Room 1 & 2	85 theatre style	£180 non licensee s £150 licensees	£95 non licensee s £80 licensees	£30 non licensee s £25 licensees
Conference Room 1 or 2	30 theatre style	£120 non licensee s £90 licensees	£65 non licensee s £50 licensees	£20 non licensee s £15 licensees
Meeting Room	6 – 8 at meeting table	£70 non licensee s £50 licensees	£40 non licensee s £30 licensees	£12.50 non licensees £10 licensees
Board Room	8 – 12 at board table	£80 non licensee s £60 licensees	£45 non licensee s £35 licensees	£15 non licensee s £12 licensees

Full Day is 9am – 5pm

Half Day is 9am – 12:45pm or 1.15pm – 5pm

Licensees receive a preferential rate on all room hire.

The conference Room rates include the use of a data projector, recessed or static projector screen, flipchart and audio equipment.

Smart board with laptop is charged at £30 for a full day, £15 for a half-day or £5 per hour. The Smart board is only available in conference room one.

Tea / Coffee biscuits is chargeable at £1.20. LEO has an extensive range of menus. Food service charge (excluding T/C is 12.5% of order).