

Hanover Conference Suite

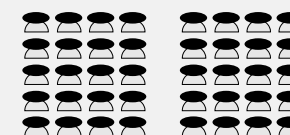
Floor 2
95 McDonald Road
Edinburgh
EH7 4NS

The Space:

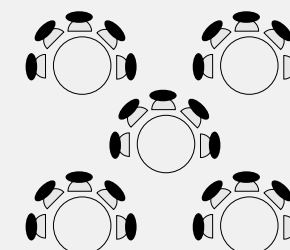
The conference centre is located on floor 2 of Hanover's offices and is one large open plan space suitable for seating groups of up to a maximum of 50 people.

- The space can be set out in many ways depending on your needs. It's the perfect venue for a conference, training session, presentation, or meeting.
- The suite is fully inclusive and accessible and has ramped access, accessible toilets, a loop hearing system, and a lift.
- The space boasts a large modern display screen (2.65m by 1.75m) with sound system. To connect to this screen, a device will be required which has a USB/HDMI connection.
- The space also has writeable walls, a lectern, WIFI and a cold-water dispenser, all of which are included in the room hire.

Theatre



Cabaret



Kitchen/Catering Facilities:

Initial hot drink, crockery and set up will be ready at the beginning of the hire, thereafter there is full access to a dedicated kitchen area for additional crockery and hot water.

Hanover do not provide food catering however our facilities team can provide you with a list of suppliers for catering purposes on request or you are welcome to source your own catering.

Delivery of any catering should be agreed with the facilities team 24 hours in advance of the hire.

Rates (inclusive of VAT):

- Corporate Full Day hire £390.00
- Corporate Half Day hire £195.00
- Charity Full Day hire £300.00
- Charity Half Day hire £150.00

Date / time Availability:

The conference centre is open Monday – Friday 9am to 4:30pm, excluding Good Friday and Easter Monday and is closed for 2 weeks over Christmas and New Year.

Discount

We offer a discounted rate for tenants of 95 McDonald Road.

A deposit is not required to secure bookings.

Payment Terms:

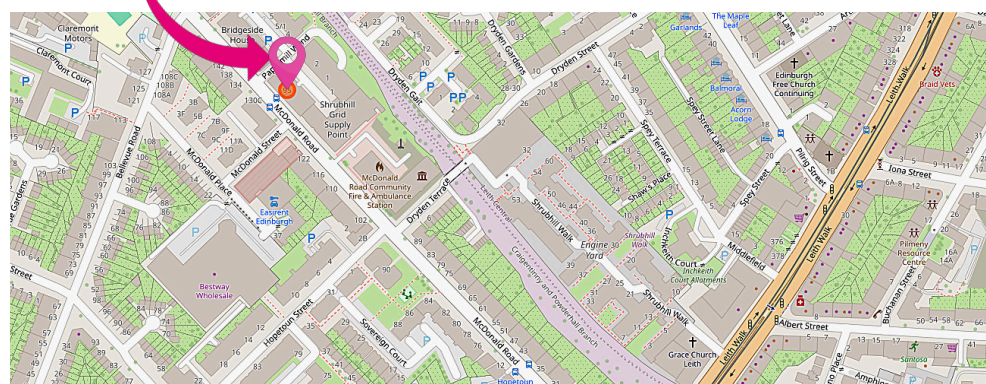
Hires need to be paid, in full, 7 days in advance.

Cancellations must be received 48 hours in advance to receive a full refund.

How to find us:



We are situated on McDonald Road, around 15-20 minutes from Edinburgh city centre, just off Leith Walk. Leith Walk is served by both trams and buses. There is metered on street parking on McDonald Road.



Booking Details:

To make your booking please contact the Facilities team at Hanover via HanoverFacilities@hanover.scot

www.hanover.scot/conference-centre