



## CLASSROOM RENTAL at 6 Great James Street—General Information

- Rooms are available to rent between 8am and 5pm, Monday to Friday at the above address.
- Bookings are made on a full or half-day basis. Half-day slots are generally 10am to 1pm, and 2pm to 5pm, although this can be negotiated.
- We are closed to the public during UK Bank Holidays and the two weeks over Christmas and New Year, so we cannot accept bookings for those times.
- All persons using rooms must be over 18.
- We require a deposit of £250 in advance (to hold the booking and cover any damages).
- All rates cover use of the room, chairs, whiteboard and dry-wipe pens, audio-visual equipment, broadband, and lavatory facilities.
- We can also provide access to a photocopier at the following rates: 10p per b&w A4 sheet; £1 per colour A4 sheet (A3 also available)

## Our Rooms



### Room 1 (ground floor)

A room in our 19th century annexe containing study chairs with attached tablets, whiteboard, large wall-mounted monitor for AV use. Maximum capacity is 25.

Half-day rate: £150

Full day rate: £260



### Room 2 (first floor)

Front-facing and sunny, full of character with original 18th century wood panelling and fireplaces, containing study chairs with attached tablets, whiteboard, free-standing AV equipment. Maximum capacity is 25 (but a large wooden screen door opens out into a smaller adjacent rooms that would accommodate extra)

Half-day rate: £170

Full day rate: £300



### Room 3 (second floor)

Front-facing, bright, sunny room containing study chairs with attached tablets, large whiteboard, free-standing AV equipment. Maximum capacity is 15.

Half-day rate: £150

Full day rate: £260

For more info please email [mary@geolondon.org.uk](mailto:mary@geolondon.org.uk)

Prices as of 1 August 2017—AM

