

Meeting Rooms at the Badger Centre



Facilities

The Badger Centre - situated in the heart of Weston-super-Mare - is an excellent venue for meetings, seminars, training and private events.

We offer three meeting rooms, each equipped with furniture that can be flexibly arranged, allowing the rooms to be set up in many styles. The Badger Centre is accessible for people with disabilities, and an induction loop is available in the Weston Room. Complimentary tea and coffee is provided in each room and in addition the Weston and Dundry rooms have access to a kitchen. A flip chart is provided in each room.

Facilities are available between 9am and 5pm Monday to Friday. Evening events can be accommodated in the Weston Room, which will incur an additional charge to be notified at the time of booking.

Room	Size (sq ft)	Capacity boardroom style	Capacity standing
Weston Room (ground floor)	656	20	57-87
Blagdon Room (1 st floor)	370	16	32-55
Dundry Room (1 st floor)	312	8	N/A

Please note that the Dundry room does not have natural daylight.

Meeting room charges (from 1 September 2007)

Community Groups

Room	Weston	Blagdon	Dundry
Per hour or part hour	£10	£8	£6
Half day*	£39	£29	£22
Day**	£75	£54	£41

Other organisations

Room	Weston	Blagdon	Dundry
Per hour or part hour	£16	£13	£10
Half day*	£62	£50	£38
Day**	£120	£96	£72

All rates exclude VAT

* Half day bookings are 9am-1pm or 1pm-5pm ** Day bookings are 9am – 5pm

How to book a meeting room

To book, please complete a booking form and return to:
 Badger Centre, 3-6 Wadham Street, Weston-super-Mare BS23 1JY
 Tel: 01934 836200 Fax: 01934 836209 Email: info@badgercentre.org.uk

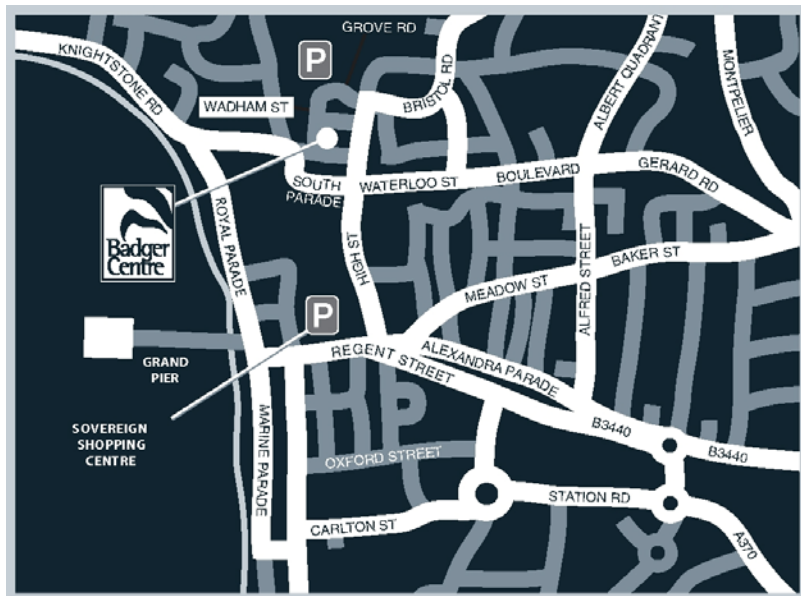
We will accept provisional bookings over the phone, however the booking will need to be confirmed by submitting the booking form. Your booking will be confirmed by return post or email.

Directions

The Badger Centre is located in the Grove Village area of Weston-super-Mare.

For directions go to www.multimap.com and enter BS23 1JY in the postcode search.

Pay and Display car parking operates at Grove Park, Sovereign Shopping Centre and on nearby streets.



Terms and Conditions of Hire

1. The full hire fee will be charged to the Hirer if a booking is cancelled without giving at least 7 days notice.
2. The Hirer is responsible for any damage to Badger Centre's property arising out of its use of the building or the activities of any persons using the Badger Centre during, before or after the hire period.
3. The Hirer is responsible for leaving the premises clean and tidy and returning all furniture and equipment to the position it was in at the start of the booking.
4. The Hirer is responsible for any matters relating to health, safety or security arising out of its activities. The Hirer must immediately notify the Badger Centre reception if it becomes aware of any risk to health, safety or security within the room or the building of which the room forms part, or any access routes.
5. Badger Centre cannot accept responsibility for any loss or damage to personal and/or other belongings whilst using the meeting rooms during, before or after the hire period.
6. The Hirer must comply with all fire regulations as displayed.
7. The Hirer may not sub-hire or allow any other person to use the premises.
8. The Hirer must tell the Badger Centre reception when the meeting room has been vacated.
9. The Hirer will be invoiced following the meeting. Payment must be received within 7 days of issue. Cheques should be made payable to Quartet Community Foundation.