



Prices as of 1st April 2011

Booking the Environment Centre

Annual Membership Rates (Group membership allows you to hire meeting space)

Group A	voluntary Groups (no paid staff), schools	£20
Group B	voluntary groups (paid staff), small businesses, professional associations	£25
Group C	college departments, local authority projects	£45
Group D	local authority departments, large businesses, statutory organisations	£100

You can pick up a membership form from the reception desk, or print one from our website www.environmentcentre.org.uk

Room Hire Rates (maximum 50 people seated)

Group A & B	Small (up to 15 people)	£8 per hour	£48 per day
	Large (over 15 people)	£12 per hour	£72 per day
Group C & D	Small (up to 15 people)	£11 per hour	£66 per day
	Large (over 15 people)	£16 per hour	£96 per day

Equipment: The Environment Centre can provide the following equipment for your meeting at no extra cost (deposit may be required); OHP, white screen, slide projector, CD/tape player, TV, video / DVD player, data projector / laptop and flip chart.

Refreshments: Fairtrade and organic tea/coffee is charged at 80p per cup, or £2.00 unlimited cups per person per day.

Catering: We can organise lunch for you from just £5.45 + VAT per head. We use local caterers, and upon request we can arrange for fairtrade and organic produce to be sourced. An admin/clear up fee is included in the price per head.

If you would like to use any of the services above, please tell us in advance of your meeting.

To hire the Environment Centre facilities please contact:

Hannah Adkins, The Environment Centre, Pier Street, Swansea, SA1 1RY
Tel (01792) 480200 Fax (01792) 480400 Hannah@environmentcentre.org.uk

