

VENUE HIRE & VIDEOCONFERENCE FACILITIES AT SLCVO TIGH LISIGARRY

Our flexible multi-purpose room is used for **MEETINGS, WORKSHOPS & TRAINING, VIDEOCONFERENCE LINKS, SURGERIES** and **WORSHIP**.

Our meeting room is

- Centrally situated in Portree with free long stay parking at Bayfield Car Park and disabled /short stay parking on Somerled Square



Ramp access to front door

Ground floor room with full wheelchair access

Wheelchair access toilet

- Induction loop with microphone option for hearing aid users
- available for hire **weekdays** and **Saturdays** daytime and evenings

BOOKINGS:- We accept enquiries & provisional bookings by phone **01478 612921** or email **info@slcvo.org.uk** To confirm your booking we will ask that you complete & return a **BOOKING FORM** stating your full contact details and requirements.

CANCELLATIONS POLICY Please let us know as soon as possible if your plans change and/or you need to cancel your booking. We are usually able to offer you an alternative date or arrangement for rescheduling a meeting/training. Any cancellations made with less than 48 hours or 2 working days notice will be subject to a **cancellation charge of £10.00**.

ROOM HIRE CHARGES 2011

Room hire per hour
 £6.00 SLCVO members
 £12.00 non members

Room hire day rate
 £35.00 SLCVO members
 £70.00 non members
including use of flipchart, digital projector, laptop
Extra flipchart pads available at £5.00 per pad

Refreshments

Order our filter coffee per flask (**£5.00**—serves 8-10) & get a flask of hot water and tea **FREE**—*including a selection of herb/fruit teas*

Biscuits add £1.00 to your coffee/tea.

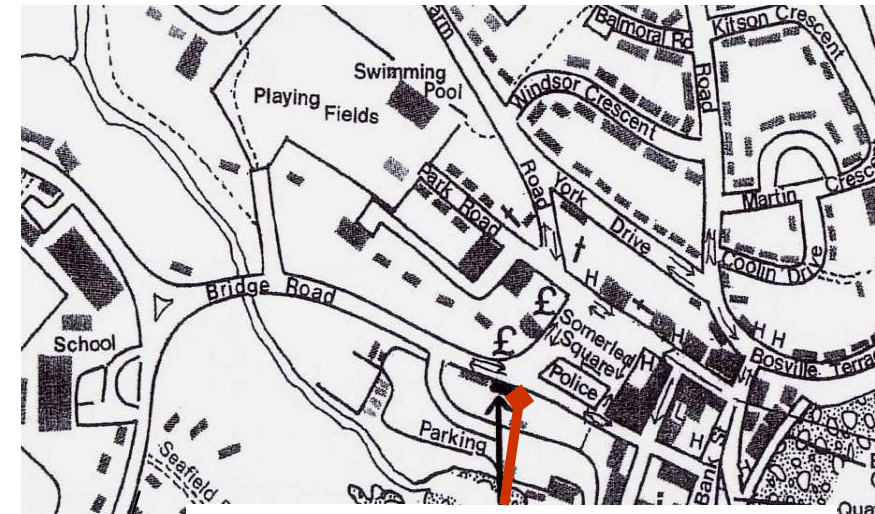
Groups may bring their own coffee/tea—in which case we can supply milk & sugar **£2.00 basic charge**.

Sandwiches/Cakes

We can supply sandwiches @ £2.50 a head and/or cakes @ £1.50 a head—by prior arrangement.

Please indicate your catering requirements at the time of booking.

Vegetarian & special diets catered for. Please indicate any special dietary requirements/allergies at time of booking.



To / From Broadford and Kyleakin

WE ARE HERE on Bridge Road opposite the Clydesdale Bank. Long stay car parking on Bayfield Car Park—walk up the steps beside the hostel and we are first on your left. Short stay and disabled parking on Somerled Square.

VIDEOCONFERENCE FACILITY

Our easy-to-use Tandberg video-conference facility enables reliable easy access to meetings & training outwith the Skye & Lochalsh area—*saving on your precious time, expenses and stress levels!*

Videoconference can be used for a room-full of people or focus one to one, with excellent sound and visual quality and preset camera options for meeting participation.

Haven't tried video-conference before? *We are always on hand to help!* **Phone us on 01478 612921** to discuss your requirements.

Members
£20 an hour
£50 per 1/2 day
£80 per full day

Non-Members
 £40 an hour
 £100 per 1/2 day
 £160 full day

Textphone users
 0800 95 95 98

