

## TUITION HOUSE

### CONFERENCE ROOMS FOR HIRE

Three versatile meeting rooms are available for hire on the ground floor of Tuition House, St George's Road, Wimbledon.

| Size  | Accommodates |    |    | Hourly Rate             | Half Day Rate                  | Full Day Rate     |
|---|--------------|----|----|-------------------------|--------------------------------|-------------------|
|   |              |    |    | (Minimum Hire: 2 Hours) | Mon-Fri 0830-1245<br>1315-1730 | Mon-Fri 0830-1730 |
| <i><b>Worple Room</b></i><br>7.8m x 6.8m                | 16           | 20 | 40 | £60                     | £180                           | £300              |
| <i><b>Victoria Room</b></i><br>6.8m x 5.5m              | 14           | 16 | 30 | £50                     | £150                           | £250              |
| <i><b>Worple &amp; Victoria Rooms</b></i><br>13m x 6.8m | 26           | 30 | 90 | £100                    | £300                           | £500              |
| <i><b>Kings Room</b></i>                                | -            | 8  | -  | £30                     | £90                            | £150              |

**The Conference Rooms are equipped with:**

- Mobile Whiteboard and Flipchart
- Ceiling Mounted Data Projectors - (get password for internet access)
- DVD/Video Player
- WIFI
- Amplifier and ceiling mounted speakers

**The Boardroom has a:**

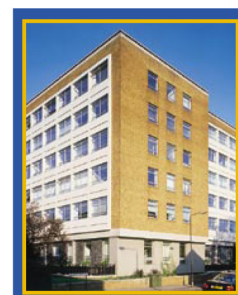
- Plasma Screen
- WIFI

**Refreshments:**

**We are able to supply:**

- Coffee/tea/biscuits at £1 per person per serving.
- Water on request

*For further information, or to make a booking,  
Ring 020 8971 4910  
or Email: [reception@wimbledonoffices.co.uk](mailto:reception@wimbledonoffices.co.uk)*



## TERMS AND CONDITIONS

- If we do not receive your acceptance of Booking within 10 days your reservation will be deemed to have lapsed.
- Deposit:  
£50 per day (or part day) booked
- Cancellation:  
Over one month before meeting – £25 administration charge  
Between 10 days and one month before meeting – £50 administration charge  
Less than 10 days before meeting – full fee due
- Concessions for Tuition House Tenants:  
No deposit required  
20% Discount on Meeting Room bookings.  
Cancellation less than 5 working days before meeting - half fee due.
- Discount:  
Members of Merton Chamber of Commerce 10%
- Payment  
30 Days from Date of Invoice  
Late payment will incur a 2.5% interest charge