

The Highfield

Conference & Meeting Rooms

47 Highfield Road, Idle, Bradford, BD10 8QH

Tel: 01274 611111 Email: reception@thehighfield.com www.thehighfield.com

Private Meeting Rooms Standard Hire Charges

Free WiFi access available



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|---|--------------------|----------|
| Room 405 | 1 ~ 30 Delegates | |
| <i>Monday to Thursday ~ Per half day (4 hours)</i> | | £ 60.00 |
| <i>Friday, Saturday & Sunday ~ Per half day (4 hours)</i> | | £ 80.00 |
| Hotel Function Suite | 30 ~ 100 Delegates | |
| <i>Monday to Thursday ~ Per half day (4 hours)</i> | | £ 80.00 |
| <i>Friday, Saturday & Sunday ~ Per half day (4 hours)</i> | | £ 100.00 |

Our room hire charge is due, in full, to secure your booking and is non-refundable. Bank Holidays will be charged at the Saturday rate

Please note that the number of delegates is dependant on your seating and table plan. Please ensure this information is provided when making your booking

Cleaning & Breakages Deposit £ 50.00

This deposit must be paid upon booking and will be refunded within 14 days after use of the room providing the room is left in a reasonable condition and there have been no damages. If excessive or professional cleaning has to be undertaken after your use of the room we will deduct the charges from the deposit and repay any remaining balance to you

Hot Buffet ~ Prices start from (per person) £ 4.50

Cold Buffet ~ Prices start from (per person) £ 6.95

Please make your selection from the menus provided

Tea, Coffee & Biscuits ~ Per person £ 1.90

Tea & Coffee Airpots ~ Serves 25-30 people £ 30.00

Jug of Cordial ~ A choice of blackcurrant and orange £ 2.50

Jug of Water & Ice £ 2.00

Bottled Water 500ml ~ A choice of still or sparkling £ 1.50

Projector & Screen Hire £ 100.00

Projection Screen Hire £ 50.00

Easel / Whiteboard Hire £ 20.00

Board Accessories Hire ~ Whiteboard markers, eraser & foam cleaner £ 10.00

Amplifier, Speakers & Microphone Hire £ 100.00

Unfortunately customers' cannot provide their own catering

Please inform us of any special dietary requirements you or your guests may have, 7 days prior to the event