

For further information:

Visit our Website: www.hazelcourt.org.uk

Telephone: 01792 285900

In Person: Call into Reception
Monday – Thursday
9am – 4.30pm
Friday
9am – 4.00pm

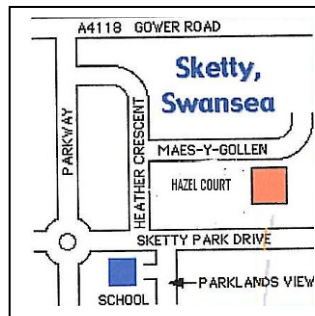
Our Address: Hazel Court
Sketty Park
Swansea
SA2 8BP

Meeting/Training Room

This Hazel Court facility provides a perfect venue for meetings and training events



All facilities at Hazel Court are wheelchair accessible



Whenever possible please avoid parking on
Maes y Gollen or Furzeland Drive. Please use the Hazel Court
visitors' car park or surrounding streets.

Thank you



Facilities:

- Seating for up to 20 participants (please see below)
 - Audio visual equipment for presentations:
 - 32" LCD TV with PC input
 - Ceiling hung overhead projector
 - Wall mounted whiteboard
 - Flipcharts
 - Lectern
 - Wall mounted projector screen
 - DVD player
- Internet access
- Breakout space

Booking the Meeting/Training Room:

- Bookings can be made during opening hours
 - In Person, at Reception
 - By Telephone
 - Enquiries can be made on our website

Maximum Capacity:

- Training – 16 people
- Meeting – 20 people

Catering:

Our on site catering team can provide a catering service for your event, offering:

- Buffets
- Tea/coffee/soft drinks
- Hot meals in our on-site restaurant (depending on numbers)

See our buffet leaflets/menus or visit our website.

Payment:

- Hire charges are as follows:
 - Half day - £40.50
 - Full day - £76.00
 - Evening - £7.50 per hour between the hours of 6pm – 9pm
 - Saturday & Sunday
 - £7.50 per hour (up to 4 hours)
 - £61.00 per full day
 - Payment is to be made within 14 days of receiving the invoice
 - 7 days notice is required for cancellation
- Full cost of hire charged where 7 days' notice is not given.