



## SECRETARIAL SERVICES

■ A4 Photocopy	12p per sheet (Black and white)
■ Fax sending to National Number	£1.00 first page 50p subsequent pages
■ Fax sending to London	£2.50 first page £1.00 subsequent pages
■ Telephone Calls National Landline	20p per minute
■ Telephone Calls Mobile Numbers	35p per minute
■ Conference Calls	Price on application
■ Video Calls	Price on Application
■ Flip Charts	£10.00 each

## PRICES

■ Day Delegate Rates to include:	Room Hire Car Parking Tea/Coffee and Biscuits on arrival Morning Tea/Coffee and Biscuits Buffet Lunch Afternoon Tea/Coffee and Biscuits Mineral Water, Squash and Mints Flip Chart Pad and pens Projector Screen
	£26.00 exclusive of VAT

## INDIVIDUAL ROOM RATES PER DAY ALL PRICES EXCLUSIVE OF VAT

■ Ballroom	£1,250.00
■ Wessex Suite	£350.00
■ Skittle Suite	£350.00
■ Westland Lounge	£250.00
■ Sportsman Lounge	£250.00

*..our facilities go way beyond our competitors!*

WESTBOURNE CLOSE

YEOVIL

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- Media Launches
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- Graduations
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- Weddings