



## 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  
£20.50 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

- WESTBOURNE CLOSE
- YEOVIL
- SOMERSET BA20 2DD
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- WWW: [westlandonline.co.uk](http://westlandonline.co.uk)

- Media Launches
- Conferences & Meetings
- Exhibitions
- Training Courses
- Trade Shows
- Live Shows & Concerts
- Banquets
- Graduations
- Private Hire
- Dinners
- Club Events
- Weddings