



Business Centre

Business Centre ♦ IoD London 116 Pall Mall ♦ SW1Y 5ED

CAPACITY	ROOM NUMBER	FULL DAY	
		8:00 – 18:00/14:00-22:00	HALF DAY 8:00 – 13:00/ 14:00 – 18:00 18:30-22:00
32 U-Shape 24 Boardroom 40 Theatre Style	(401) Shaftesbury***	£750	£575
24 U-Shape 16 Boardroom 30 Theatre Style	(402) Quest	£585	£470
14 U-Shape Style 14 Boardroom Style	403 413	£500	£400
10-12 Boardroom Style	Various	£470	£390
8-10 Boardroom Style	Various	£410	£340
6-8 Boardroom Style	Various (with Audiovisual)**	£300 £370**	£230 £295**
4-6 Boardroom Style	Various	£285	£190
2-4 Round Table	Various	£200	£150

- *** Training/brainstorming suite - includes comprehensive AV equipment.
 - Please note that room hire at the Institute of Directors is VAT exempt.
- The above rates are effective from 5th January 2009 and replace all previous tariffs.
- Rooms with a capacity of ten or above include plasma screen or projector in room hire rate.
 - ** Some rooms of 8 also have a plasma screen built in
- Stated capacity of rooms cannot be exceeded due to Health & Safety Regulations.
 - Reception opens at 08:00.
- Please note that the Institute of Directors operates a strict dress code. For more details, please enquire within.

For Business Centre Enquiries, please dial 020 7451 3104 or email buscentre@iod.com