



Business Centre

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

CAPACITY	ROOM NUMBER	FULL DAY	HALF DAY
		8:00 –18:00/14:00-22:00	8:00 – 13:00/ 14:00 – 18:00 18:30-22:00
32 U-Shape 24 Boardroom 40 Theatre Style	(401) Shaftesbury***	£775	£595
24 U-Shape 16 Boardroom 30 Theatre Style	(402) Quest	£600	£485
14 U-Shape Style 14 Boardroom Style	403 413	£515	£415
10-12 Boardroom Style	Various	£485	£410
8-10 Boardroom Style	Various	£425	£350
6-8 Boardroom Style	Various (with Audiovisual)**	£310 £390**	£240 £310**
4-6 Boardroom Style	Various	£295	£195
2-4 Round Table	Various	£205	£155

- *** 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 4th January 2011 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 07:45.
- 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