

The Amory Centre

THE GARDEN ROOM



The Garden Room is ideal for small meetings, classes exhibitions, demonstrations and functions as it leads onto a delightful terraced courtyard. This room will seat Boardroom style 25 people/Theatre style 35 people

Booking

[Room Charges & Facilities](#)

[Booking Form & Charges](#)

How to find us

[Fire Safety Procedures](#) (*please sign this form and return with booking form*)

Conditions of Hire

[Schedule of Conditions](#)

[Emergency Assembly Points](#)

[Health & Safety Information](#)

Further information for the [Amory Centre & Conference Rooms](#)

THE OAK ROOM



The Oak Room will seat Boardroom style 35 people/Theatre Style 50 people

The Oak and Beech Rooms are suitable for seminars presentations, meetings training days and functions. Both Room have IT and projection facilities

THE BEECH ROOM



The Beech Room will seat Boardroom 20 people/Theatre style 25 people

Consultation Room



The Consultation Rooms are suitable for advice, one to one meetings or confidential specialist appointments: IT facilities are available in these rooms. They will seat up to 3 people

Amory Centre Conference and Meeting Rooms

The rooms at the Amory Centre are for hire on an hourly, daily or evening basis.

If you require a long term regular booking please discuss your requirements with a bookings advisor.

The rates are: **Day Time: 9.00am-5.00pm**

- The Beech, Oak and Garden Rooms are £10 per hour or £60 per day
- The Consultation Rooms are £5 per hour or £30 per day The Foyer is available at the Town Clerks discretion for various informal uses @ £5 per hour

EVENING HIRE

- **The Beech, Oak and Garden Rooms are £15 per hour**
- **The Consultation Rooms are £10 per hour**

The charge for refreshments is:

- Tea and coffee 40p per cup
- Tea/Coffee/Danish or Cakes £1.25p

ALL THE ABOVE PRICES ARE SUBJECT TO VAT @ 20%

We do not supply food but if required we can supply a list of local caterers for you to contact should you so wish.

Rooms will be set out as requested on the booking form at the time of booking. There is a full cancellation charge if it is within 24 hrs of the event.

If you would like to make a provisional booking or receive an information pack, please contact Jacqui Eaton or Susan Bowen on 01769 572 501, who will be happy to answer any queries between 9.00am – 5.00pm Monday to Friday.

e-mail: tac.bookings@northdevon.gov.uk