

Hiring a Room

Thank you for enquiring about using one of our rooms. Here you'll find more information about what's available and the costs.

Newcastle Carers is an independent charity. We want our Centre to be used for the benefit of carers and therefore priority will be given to groups and organisations working with and for carers. If the costs listed here are out of your price range please contact us to discuss it and we will try to accommodate you.

Where?

Newcastle Carers Centre is situated mid-way along Shields Road, near Byker Metro station and served by numerous buses. There are disabled parking bays directly in front of the building, and a variety of free on street parking and low cost longer term parking in the vicinity.

The Centre is fully accessible. There is a lift accessing all floors of the building. There are two steps to the main entrance, a ramp is available if required. It is helpful if you let us know you'll need the ramp when booking, but it can be provided quickly if needed. A hearing loop can be provided if needed.

Rooms are available to hire Monday-Friday during office hours. In exceptional circumstances we might consider letting a room outside of these hours, this would incur additional costs.

What's Available?

The Tyne Room:

Large multi-purpose room for up to 30 people

Cost:

£30 per hour

£114 per half day (up to 4 hours)

£216 per day (up to 8 hours)

Reduced Rate for Charities and Community Groups:

£13 per hour

£50 per half day (up to 4 hours)

£94 per day (up to 8 hours)



The High Level Room:

Informally furnished room for up to 15 people

Cost:

£25 per hour

£95 per half-day (up to 4 hours)

£180 per day (up to 8 hours)

Reduced Rate for Charities and Community Groups:

£10 per hour

£38 per half day (up to four hours)

£72 per day (up to 8 hours)



The Millennium Room:

Formal meeting room for up to 8 people

Cost:

£15 per hour

£57 per half day (up to 4 hours)

£108 per day (up to 8 hours)

Reduced Rate for Charities and Community Groups:

£7.50 per hour

£28.50 per half day (up to 4 hours)

£54 per day (up to 8 hours)



Discounts:

We offer a discount of 10% for block bookings of 20 hours or more.

What's Included?

The room hire rates include tea and coffee for all attendees. Wi-fi internet access is available throughout the Centre. A hearing loop is available on request.

Also available by negotiation:

- Flip charts and markers
- Use of a lap top and projector
- Use of telephone
- Use of one-to-one meeting rooms

We will ask for a small contribution to help cover our costs in providing these.

If you require catering we can provide you with details of local caterers.

How to Book:

Download and complete the Room Booking Form from our website

<http://www.newcastlecarers.org.uk/our-services/rooms-for-hire-2>, or ring us on 0191 275 5060 and we can email you a copy.

Send the completed form to us at info@newcastlecarers.org.uk.

We will let you know whether the rooms are available at the times you have requested, and confirm the hire cost.