



Conference / Training Centre

For your convenience our facilities include:

Wi-Fi Access

Printers

Automatic Screens

Audio Visual Equipment

Flip charts

Fax/Scanner Access

Room Arranged to required format

Conference Water Available

Occupancy Information

	<i>Max Occupancy</i>
<i>The Presentation Room</i>	<i>60</i>
<i>The Board Room</i>	<i>12</i>
<i>Erne Room</i>	<i>10</i>
<i>IT Suite 1</i>	<i>9</i>
<i>IT Suite 2</i>	<i>7</i>

Conference Suite Rates

	<i>Full Day</i>	<i>Half Day</i>
<i>The Presentation Room</i>	<i>100.00</i>	<i>50.00</i>
<i>The Board Room</i>	<i>80.00</i>	<i>40.00</i>
<i>Erne Room</i>	<i>60.00</i>	<i>35.00</i>
<i>IT Suite 1</i>	<i>96.00</i>	<i>48.00</i>
<i>IT Suite 2</i>	<i>72.00</i>	<i>36.00</i>

All the rates are inclusive of the facilities listed above

Laptops available at an additional cost



Events Bookings - Terms and Conditions

All reservations and agreements are subject to the rules and regulations of the hotel under the following conditions:

- 1. Reservation Policy: Your reservation is considered provisional until we have received a fax or e-mail confirming all details and requirements. Provisional reservations may be released 24 hours prior to arrival without further notice.*
- 2. Cancellation Policy: Cancellations are accepted up to 72 hours prior to arrival.*
- 3. Equipment Hire: All equipment must be hired 48 hours in advance and can only be done on receipt of written confirmation/email from your company.*
- 4. Car Parking: Car parking is available; however, parking is subject to availability.*
- 5. Refreshments: Break times and final numbers must be confirmed prior to or on arrival.*
- 6. Functions: An agreed deposit must be made 2 weeks prior to an event.*
- 7. The room layout must not be altered. All stands and display notices must be entirely self-supporting. Nails, screws, drawing pins, blue tack, adhesives, cello tape etc., must not be used on the floors, walls, doors or any surface area. Charges for damages may apply.*
- 8. FRCI will not accept any responsibility for any goods lost, damaged or stolen while on the hotel premises.*
- 9. It is illegal to smoke in these premises with the exception of the designated smoking areas.*
- 10. All fire exits must be kept clear from obstructions.*