

# Conference Facilities Brochure



Colleges Scotland is the Membership organisation for all 26 colleges in Scotland. At our Argyll Court base in Stirling we offer modern, digitally connected meeting rooms for our Members to use as a Hub, and for non-Members to use commercially.

The three meeting rooms can be configured for Board meetings, conferences and smaller meetings, with our staff available to make sure your event runs smoothly. There is a communal networking space to breakout into for lunch and breaks.

Free WiFi is available to all our guests, with the ability to stage hybrid meetings from our large screen displays in each of our three meeting rooms.

## Conference/Meeting Room Facilities

- Limited onsite parking – additional spaces available at Park and Ride
- Easily accessible from Stirling railway station (7 mins by taxi) and just off junction 10 of the M9 motorway
- Free Wi-Fi
- 3 conference/meeting rooms with break out area
- Each meeting room has video conferencing available
- Antibacterial wipes and hand sanitiser present
- Cold water cooler
- Flip charts and pens available
- Print facilities

## Rooms

Room	Maximum Numbers if using screen	Maximum Numbers if not using screen	Layout
Logie	9	10	Boardroom
Buchanan	16	18	Boardroom
Kildean	22	n/a	Horseshoe
	n/a	32	Boardroom
	36	48	Cabaret

# Pricing

## Members (Education Sector)

Room Hire	Full Day (8 hours)	Half Day (4 hours)	Lunch*
<b>Logie</b>	£50 admin fee Tea & coffee included	£50 admin fee Tea & coffee included	*
<b>Buchanan</b>	£50 admin fee Tea & coffee included	£50 admin fee Tea & coffee included	*
<b>Kildean</b>	£50 admin fee Tea & coffee included	£50 admin fee Tea & coffee included	*

\* Colleges Scotland is happy for you to provide your own catering.

## Non-members

Room Hire	Full Day (8 hours)	Half Day (4 hours)	Lunch*
<b>Logie</b>	Room hire £200	Room hire £150	*
<b>Buchanan</b>	Room hire £300	Room hire £200	*
<b>Kildean</b>	Room hire £450 Tea and Coffee £2.00 pp x 2	Room hire £250 Tea and Coffee £2.00 pp x 1	*

\* Colleges Scotland is happy for you to provide your own catering.

# Meeting Rooms



Logie Meeting Room



Kildean Meeting Room



Buchanan Meeting Room



# Terms & Conditions

## Payment Terms

Cancellation is free if made 48 hours before the start of your event. Cancellation is chargeable at 50% of the room hire rate if made within 48 hours of your booking.

## Contact

Nikki Connell

[events@collegesscotland.ac.uk](mailto:events@collegesscotland.ac.uk)

07713 711 170



[events@collegesscotland.ac.uk](mailto:events@collegesscotland.ac.uk) | [www.collegesscotland.ac.uk](http://www.collegesscotland.ac.uk) | @CollegesScot

Colleges Scotland, Argyll Court, Castle Business Park, Stirling, FK9 4TY

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