



Headline Partner



BRINGING BUSINESS TOGETHER

VENUE PARTNER

QUESTIONNAIRE

The background of the lower half of the page features a repeating pattern of the Leicester Business Festival logo in various colors (light green, white, purple, blue) and orientations, creating a textured effect.

Please confirm your twitter handle: @soarvalley16

Venue Details

Venue Name:	Soar Valley College
Venue Address:	Gleneagles Avenue
Enquiry/Booking Name:	Manisha Sharma
Enquiry/Booking Email:	msharma@soarvalley.leicester.sch.uk
Enquiry/Booking Phone:	0116 2669625 ext 8573
Website:	https://www.soarvalley.leicester.sch.uk/
Please provide details of the offer available to Leicester Business Festival Event Organisers:	Free parking including disabled spaces Mel Berry Conference Room -Capacity 35 - £25 per hour Conference Room 2 – Capacity 20- £20 per hour Refreshments available. Lunch can be provided at an extra cost per head
Venue Spaces: <i>(Please attach any brochures that you may have available)</i>	Meeting rooms within a commercial building <input type="checkbox"/> Conference centre / dedicated event facilities X Hotel <input type="checkbox"/> School / College / University X Theatre <input type="checkbox"/> Other (please specify):
COVID-19 Policies: <i>(Are any restrictions etc. currently in place due to COVID-19?)</i>	Hand sanitizer Masks to be worn Social distancing Following Government Guidelines

Venue layout options:	<p>Boardroom X</p> <p>U-Shape X</p> <p>Theatre X</p> <p>Classroom X</p> <p>Cabaret X</p>
Capacity	<p>Please specify capacity and indicate if there are multiple rooms available:</p> <p>Conference Room 2 – Capacity - 20</p> <p>Mel Berry Conference Room – Capacity 35</p>
Do you have car parking facilities?	<p>Yes X No <input type="checkbox"/></p> <p>Free parking on school site including disabled parking spaces.</p>
Can you offer any AV (Audio/Video) Equipment?	<p>Screen X</p> <p>Projector X</p> <p>Flipchart X</p> <p>Laptop X</p> <p>Other (please specify):</p>

Refreshments

Are you able to provide refreshments?

Yes No

Lunch can be provided at an extra cost per head.

Tea, coffee and biscuits can be provided

Can you provide any pictures of the space available?





Please note all costs are to be agreed between the Event Organiser and the Venue Partner. The festival organisers (Associate Events) are not responsible for any costs incurred for any events within the Festival programme.

Please return the completed form to hello@leicesterbusinessfestival.com.
Tel: 0116 464 5995