



The Exchange meeting room	
<b>2 hours minimum</b>	£30
<b>Half day</b>	£50
<b>Full day</b>	£95

If you would like to book our meeting room within The Exchange, Building 1000, Winnersh Triangle, please email: [exchange@winnershtriangle.co.uk](mailto:exchange@winnershtriangle.co.uk) with your meeting date, location and number of people attending. One of the team will then be in contact to confirm the booking.

The Exchange is a flexible working space which acts as an extension to your office, whether you are using its bookable private meeting room, soundproof booths or the co-working spaces and hot-desk facilities. Free Wi-Fi is available, onsite parking and AV equipment.

We very much look forward to hosting your event.

#### Terms & Conditions

The hire charge for the room is listed above and payment will be required on the day of the event. If you would like any refreshments, please let us know at the time of the booking and one of the catering team will be in contact with you to discuss what you require. Alternatively, you can use the onsite café facilities and will be entitled to 25% off your order. For delivered, in room refreshments we will need a minimum of 72 working hours' notice. We understand that sometimes things change, and you may need to cancel or change your booking, please give us as much notice as possible. No-shows will lead to removal of any opportunity to book these facilities in the future.