

# Conference and room hire



## **Swan buildings is a brilliant city centre venue**

We have excellent rooms available in different sizes to suit your needs at affordable rates. We can provide refreshments, catering and all the equipment you require for your meetings. There are discounts available for members, for information on becoming a Macc Member please visit:

[www.macc.org.uk/becomeamember](http://www.macc.org.uk/becomeamember)

## **Opening times**

We are open 9am - 4.30pm Monday to Friday

## **Make a booking**

To make a booking email us at: [roombookings@macc.org.uk](mailto:roombookings@macc.org.uk) or contact us on 0161 834 9823 and we will make sure to help you choose the right meeting room for you.

## **About Macc**

Macc is a charity and our purpose is quite simply the city of Manchester. We encourage, support and develop the voluntary, community and social enterprise (VCSE) organisations and local people to have a real influence over the places and communities in which they live.



# Cable Street meeting room



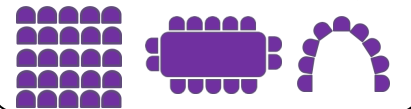
Capacity  
up to  
**32**

**Member price: Full day - VCSE £320 / Private & Public £480 | Half day - VCSE £180 / Private £280**

**Non-member price: Full day - VCSE £470 / Private & Public £720 | Half day - VCSE £280 / Private £430**

This is a large, bright room ideal for large meetings and training events. The room includes an adjoining area suitable for use as a breakout area or for refreshments/catering.

Theatre: 32      Board: 24      Training: 20



The room includes:

- Free Wi-Fi
- A self-contained space with separate kitchenette area and two toilets
- Refreshments are available
- Additional equipment is available

# Board room



Capacity  
up to  
**22**

**Member price: Full day - VCSE £190 / Private & Public £280 | Half day - VCSE £110 / Private £160**

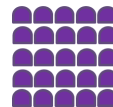
**Non-member price: Full day - VCSE £290 / Private & Public £420 | Half day - VCSE £170 / Private £250**

This is a large, bright room ideal for meetings and training events.

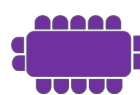
The room includes:

- Free Wi-Fi
- Smart TV: VCSE £30 / Private and Public organisations £40
- Additional rooms are available which can be used as a breakout space
- Refreshments are available
- Additional equipment is available

Theatre: 22



Board: 16



Training: 15





# Meeting room



Capacity  
up to  
**16**

**Member price: Full day - VCSE £150 / Private & Public £220 | Half day - VCSE £90 / Private £130**

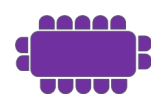
**Non-member price: Full day - VCSE £230 / Private & Public £330 | Half day - VCSE £130 / Private £190**

This is a medium sized, bright room ideal for meetings and training events.

The room includes:

- Free Wi-Fi
- Additional rooms are available which can be used as a breakout space
- Refreshments are available
- Additional equipment is available

Theatre: 16      Board: 12      Training: 14



# Training room



Capacity  
up to  
**16**

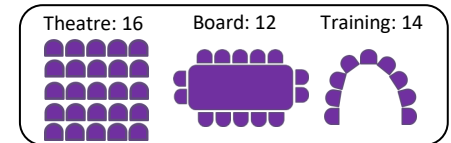
**Member price: Full day - VCSE £170 / Private & Public £250 | Half day - VCSE £100 / Private £150**

**Non-member price: Full day - VCSE £260 / Private & Public £380 | Half day - VCSE £150 / Private £220**

This is a medium sized room which is ideal for smaller meetings and training events. The room can also be used as a breakout space for the Board room and Meeting room.

The room includes:

- Free Wi-Fi,
- Refreshments are available and additional equipment is available



# CEO's office



**Member price: Full day - VCSE £90 / Private & Public £150 | Half day - VCSE £50 / Private £90**

**Non-member price: Full day - VCSE £140 / Private & Public £230 | Half day - VCSE £80 / Private £130**

This is a small room which is ideal for smaller meetings and interviews. The room can also be used as a breakout space for the Board room, Meeting room and Training Room.

The room includes:

- Free Wi-Fi
- Desk and office chair
- Couch and chair
- Refreshments are available and additional equipment is available

# Extra facilities

We can provide you with equipment and refreshments to support you with your event which is all available for your convenience.

## Equipment



Smart TV: VCSE £30 / Private and Public organisations £40 (Board Room only)

Flipchart stand and pad: £10

Data projector and laptop: £25

## Refreshments

Tea, coffee and biscuits:

- Full day £4.75 per person
- Half day £2.50 per person
- Jugs of water: no charge

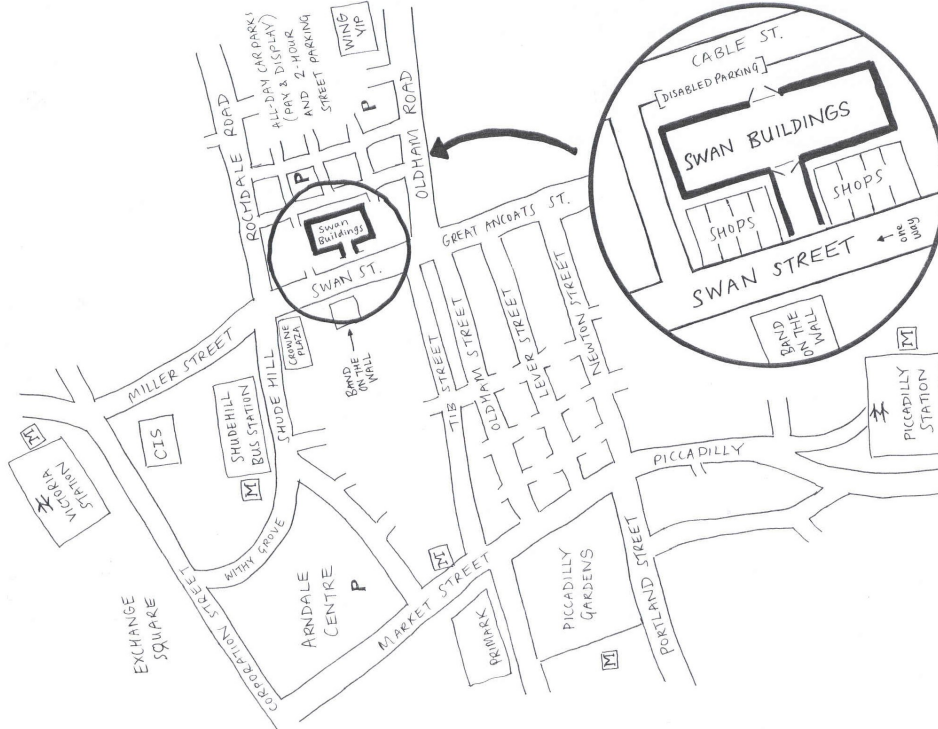


## Need to find catering?

Just let us know and we can make suggestions on local caterers.



# How to find us



## How to find Macc

Macc is on the 3rd Floor, Swan Buildings, 20 Swan Street. Macc is situated close to Manchester City Centre in the Northern Quarter. It is a short walk from both Manchester Piccadilly and Manchester Victoria train stations, bus stations and Piccadilly Gardens.

# Contact us

To enquire about making a room booking and to discuss your meeting room requirements or to enquire about becoming a member of Macc to take advantage of our discounted rates, please contact us on 0161 834 9823, or email us at: [roombookings@macc.org.uk](mailto:roombookings@macc.org.uk).