



# **University of Brighton VENUE BROCHURE**

Presented by

 **Southcoast**  
Conferences & Events



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## ABOUT THE VENUE

**The University of Brighton offers an impressive collection of venues at affordable rates across our three campuses on the South Coast.**

Discover a variety of spaces that combine convenience, quality, and outstanding service. Whether an exhibition, corporate away day, board meeting, or award ceremony, there are many possibilities at the University of Brighton.

**Need something a bit different for your event?**

To speak to one of our Event Professionals for further information, or to book a consultation, please contact:  
**[southcoastevents@brighton.ac.uk](mailto:southcoastevents@brighton.ac.uk)**

## ADVISORIES

All venue hires include a standard AV package, and access to University WiFi.

Hire cost includes our complimentary Meet & Greet service.

All costs exclude any out-of-hours service fees to cover additional staffing.

Deposits are payable upon exchange of contract.

Capacities and room layouts are subject to health and safety considerations.

Additional services can be found on page 8

Costs for filming enquiries are separate, please contact: **[southcoast@brighton.ac.uk](mailto:southcoast@brighton.ac.uk)**







# University of Brighton Southcoast

Conferences & Events

Southcoast are the University of Brighton's designated team of Conference and Event professionals here to make your event a success.

Southcoast Conferences and Events, based at the University of Brighton, offers exceptional venues and facilities for conferences, meetings, and special events along the stunning South Coast. With a range of flexible spaces across our university campuses, we provide the perfect setting for corporate gatherings, academic conferences, training sessions, and private functions.

Our dedicated team ensures a seamless experience, offering expert event planning, high-quality catering, and state-of-the-art facilities to meet your needs. Whether you're hosting a large-scale conference or an intimate meeting, our venues provide a professional and inspiring environment, with the added benefit of Brighton's vibrant culture and seaside charm.



*"I could not recommend the team from Southcoast Conferences highly enough. The support, attention to detail and expert advice and guidance received from Laura and Louise throughout the whole of our event planning process, was superb. They become an integral part of our planning team, their positive attitude to the challenges we faced, together with their problem-solving abilities, enabled us to overcome them all with confidence. With the help of their combined knowledge and experience, our first foray into conferences was a total success. Thank you so much Southcoast!"*

Rachel Bowden, Head of Evaluation and Policy  
Department at University of Brighton and Co-Chair  
of HEIR Network



# CITY CENTRE

Prices based on Monday - Friday (9am to 5pm). Out of hours may incur an additional charge to cover staffing costs. Discounted rates available for charities and non-profit organisations.

## MEETING ROOM

*Suitable for board meetings, project planning, interviews, small presentations, and collaborative work.*

*\*Minimum 2 hour hire.*

## SEMINAR ROOM

*Suitable for away days, training, workshops, rehearsals, product demonstrations, regular clubs, breakout spaces, and bookings that require flexible layouts.*

## CONFERENCE SPACE

*Suitable for exhibitions, conferences, events, large presentations, open evenings, and creative workshops.*

## STANDARD

Pictures displayed below are for example purposes only.



Prices from £25.00 per hour\*



Prices from £95.00 per half-day



Prices from £160.00 per half-day

## PREMIUM

Pictures displayed below are for example purposes only.



Prices from £120.00 per half-day



Prices from £120.00 per half-day



Prices from £300.00 per half-day



# FALMER

Prices based on Monday - Friday (9am to 5pm). Out of hours may incur an additional charge to cover staffing costs. Discounted rates available for charities and non-profit organisations.

## MEETING ROOM

*Suitable for board meetings, project planning, interviews, small presentations, and collaborative work.*

## SEMINAR ROOM

*Suitable for away days, training, workshops, rehearsals, product demonstrations, regular clubs, breakout spaces, and bookings that require flexible layouts.*

## CONFERENCE SPACE

*Suitable for exhibitions, conferences, events, large presentations, open evenings, and creative workshops.*

## STANDARD

Pictures displayed below are for example purposes only.



Prices from £95.00 per half-day



Prices from £95.00 per half-day



Prices from £160.00 per half-day

## PREMIUM

Pictures displayed below are for example purposes only.



Prices from £120.00 per half-day



Prices from £120.00 per half-day



Prices from £300.00 per half-day



# MOULSECOOMB

Prices based on Monday - Friday (9am to 5pm). Out of hours may incur an additional charge to cover staffing costs. Discounted rates available for charities and non-profit organisations.

## MEETING ROOM

*Suitable for board meetings, project planning, interviews, small presentations, and collaborative work.*

## SEMINAR ROOM

*Suitable for away days, training, workshops, rehearsals, product demonstrations, regular clubs, breakout spaces, and bookings that require flexible layouts.*

## CONFERENCE SPACE

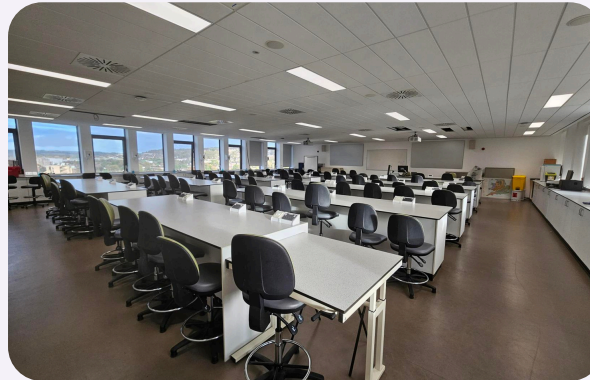
*Suitable for exhibitions, conferences, events, large presentations, open evenings, and creative workshops.*

## STANDARD

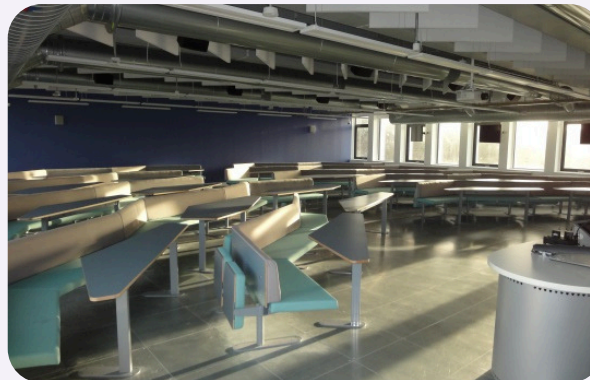
Pictures displayed below are for example purposes only.



Prices from £95.00 per half-day



Prices from £95.00 per half-day



Prices from £160.00 per half-day

## PREMIUM

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Prices from £120.00 per half-day



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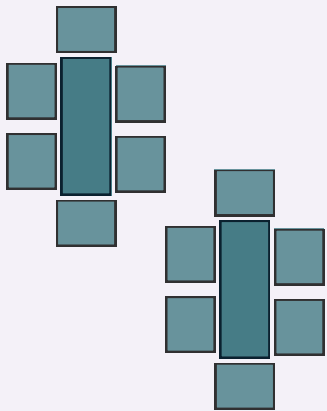
Prices from £300.00 per half-day



# ROOM LAYOUTS

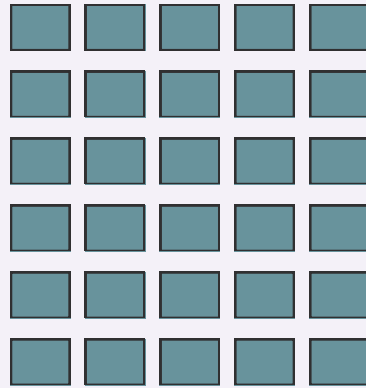
## SQUARE CABARET

*Ideal for any size group that needs to break into smaller groups.*



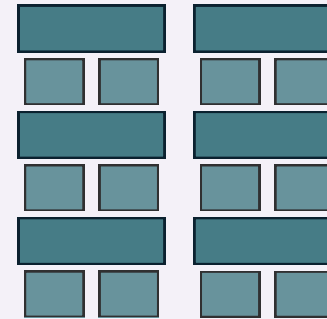
## THEATRE

*Ideal for any size group that does not have much discussion or does not need to refer to materials.*



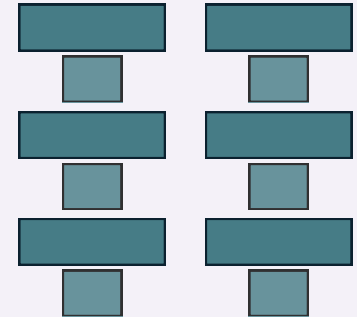
## CLASSROOM

*Ideal for bookings that do not have much discussions but have a need to take notes.*



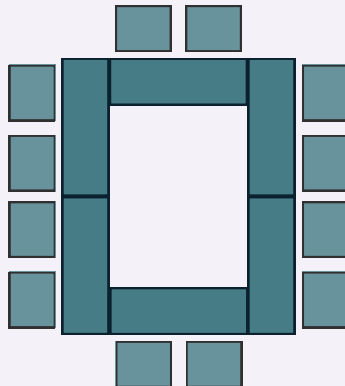
## EXAM

*One delegate per table for exam conditions.*



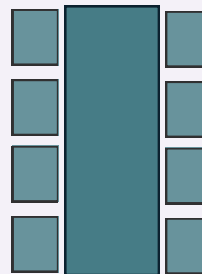
## OPEN SQUARE

*Ideal for groups with a designated speaker with heavy discussion and a need to write and/or refer to materials.*



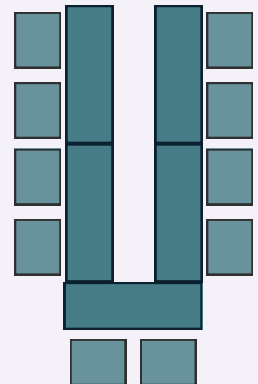
## BOARDROOM

*Ideal for groups with heavy discussion and a need to write or refer to materials.*



## U-SHAPE

*Ideal for groups with a designated speaker, heavy discussion and a need to write and/or refer to materials.*





# ADDITIONAL SERVICES

## HOSPITALITY

**Our colleagues in the Food on Campus team are committed to providing a wide range of high quality products and services.**

Whether you need teas and coffees, a hot fork lunch or a more bespoke offering, our Food on Campus team is able to cater for all. *Options have been developed for vegans, meat/fish and vegetarians.*



For an indication of options and prices, please see below:

• Teas & Coffees	from £2.05
• with Biscuits	from £2.60
• Bottled Water	from £1.70
• Juice (per litre)	from £2.70
• Freshly Baked Pastries	from £1.70
• Boxed Sandwiches	from £3.90
• with combo deal	from £5.40
• Cold Salad Buffet	from £5.90
• Hot Finger Food	from £1.50
• Hot Fork Buffet	from £9.75
• Pizza	from £7.25
• Canapés	from £2.00

Food & Drink Vouchers available on request

## EXTRA SUPPORT

**We are keen to ensure that every hire of our venues at the University of Brighton is successful.**

Our dedicated team is on hand to provide additional support to ensure that your event runs smoothly and that you and your delegates wish to return.

For an indication of options and prices, please see below:

• Venue Coordinator	from £45.00
<i>Includes on-call IT Support</i>	
• Event Support Staff	from £25.00
<i>Requires a Venue Coordinator</i>	
• IT Services	from £50.00
<i>Out-of-hours bespoke support</i>	

Prices quoted are per hour.

## EVENT SUPPORT

**We recognise the time and work required to arrange an event is often underestimated. Let our team of event professionals take the stress out of your next event so that you can make the most of your time and enjoy the day.**

Our Event Support package is bespoke to your needs. We will cover as many or as little of the operational and administrative tasks that come with organising an event. We specialise in the following areas:

- Budget Management
- Delegate Management
- Speaker, Exhibitor & Third-Party Liaison
- Event Materials (such as signage, badges, etc.)
- Registration Desk
- Technical/Audio-Visual Support
- Risk Assessment & Method Statements
- On the Day Support
- Post-Event Evaluation
- and More...

The team has over 50 years of experience organising both corporate and academic events and are on hand to help you deliver a successful and memorable event.

# GET IN TOUCH

For further information about our Venue and Event Services, please contact us:

## VENUE SERVICES



[Southcoast@brighton.ac.uk](mailto:Southcoast@brighton.ac.uk)

## EVENT SERVICES



[southcoastevents@brighton.ac.uk](mailto:southcoastevents@brighton.ac.uk)

## GENERAL



[+44 \(0\) 1273 643167](tel:+44(0)1273643167)



[southcoast.brighton.ac.uk](https://southcoast.brighton.ac.uk)

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