

# WELCOME TO THE CAMBRIDGE CORN EXCHANGE AND GUILDHALL

**Situated in the historic university city of Cambridge, the Corn Exchange and Guildhall offer some of the very best conference facilities in the region.**

The **Cambridge Corn Exchange** and **Guildhall** are impressive examples of Victorian and 1930s architecture, combined with 21st Century technology, offering several flexible spaces to accommodate conferences, exhibitions or trade fairs, whether for 14 or 1400 people.

With superb catering and excellent technical facilities, our experienced staff will ensure that your event runs smoothly – from initial site visit through to the day of the event.

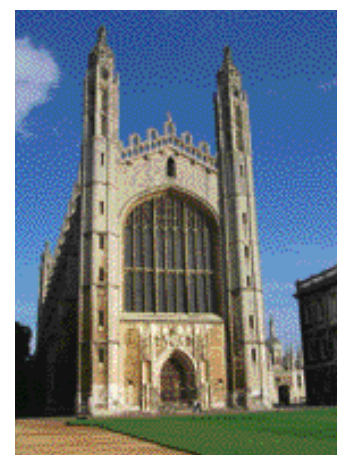


## THE CITY OF CAMBRIDGE

### Why bring your conference to Cambridge?

One of the most famous cities in the world, Cambridge is the perfect destination for conferences of all sizes. The city is a wonderful fusion of the everyday and the extraordinary, a living city that has shaped history, that today reflects the best of historic and contemporary life and is continuing to make its mark on the future.

Here, sublime historic settings and a thriving cultural scene of theatres, concert halls and internationally renowned arts festivals provide the backdrop to ground-breaking scientific research and truly cutting-edge developments in bio-tech and hi-tech industries. The city is easily accessible via the M11, A11 and A14 and has international links via London airports with Stansted just 30 miles away, Heathrow 71 miles and Gatwick 96 miles. There are also frequent trains to and from London's Kings Cross and Liverpool Street stations which are 50 and 80 minutes away respectively.



# FOR ALL YOUR CONFERENCE NEEDS

**When booking a conference you want reassurance that everything is going to run as smoothly as possible. At the Cambridge Corn Exchange and Guildhall we take the worry out of organising your event. Our quality service offers:**

## EXPERIENCED STAFF

Whatever the scale of the event, your delegates are assured of the highest possible level of service from our team of experienced staff. They are happy to help with any query, no matter how small – from technical planning and administrative matters through to the actual running of the event on the day.



## TECHNICAL FACILITIES

We can arrange for all the equipment you may need, from audio-visual facilities, stage lighting and effects to quality sound and a plentiful power supply. Full details are enclosed on a separate sheet.



## FIRST CLASS CATERING

Through the services of our in-house catering company, the Corn Exchange and Guildhall can host fully seated banquets, standing buffets or bar and coffee and tea facilities. Full details and a recent menu are enclosed on a separate sheet.



## CHARTER MARK STANDARD FOR EXCELLENCE

The Corn Exchange was the first concert hall/conference venue in the country to win the Government's Charter Mark which is awarded for excellence of service. This has been repeatedly re-awarded as the standard for continuous improvement. The Charter Mark is a national recognition of the venue's consistently high standards in its delivery of services of the highest quality.



CUSTOMER SERVICE EXCELLENCE

# THE CAMBRIDGE CORN EXCHANGE AUDITORIUM

Originally designed in 1873 by one of the country's foremost architects of his day, Richard Rowe, the Corn Exchange was, in more recent times, redesigned as a concert hall and conference facility.

The main auditorium is a versatile space, which offers the flexibility for conferences of all sizes - from fully seated (across three levels) to walk-round exhibitions. There are additional exhibition areas available (see following pages) and the auditorium also has direct access for loading and unloading.

## ONE AUDITORIUM – 3 LEVELS

The seating layout in the main auditorium can be arranged to suit your needs. The stage can be set at three sizes depending on your requirements. For the total seating capacities for the auditorium see the right hand column on this page.

The **flat floor** of the auditorium seats between **484** and **690** people (depending on the size of the stage), with a further **228** seats on the **tiered removable seating** at the rear of the flat section. The **balcony** offers raked seating for **490** people and the **mezzanine floor** holds a further **42** seats. The auditorium can be arranged to seat a banquet for up to **400** people or a stand-up buffet/reception for up to **600**.

## ROOM INFORMATION

### AREA

**476** Square metres

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### SEATING CAPACITY

Standard size stage  
(4.5m depth x 16.5m width)

**1462**

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Middle size stage  
(7m depth x 16.5m width)

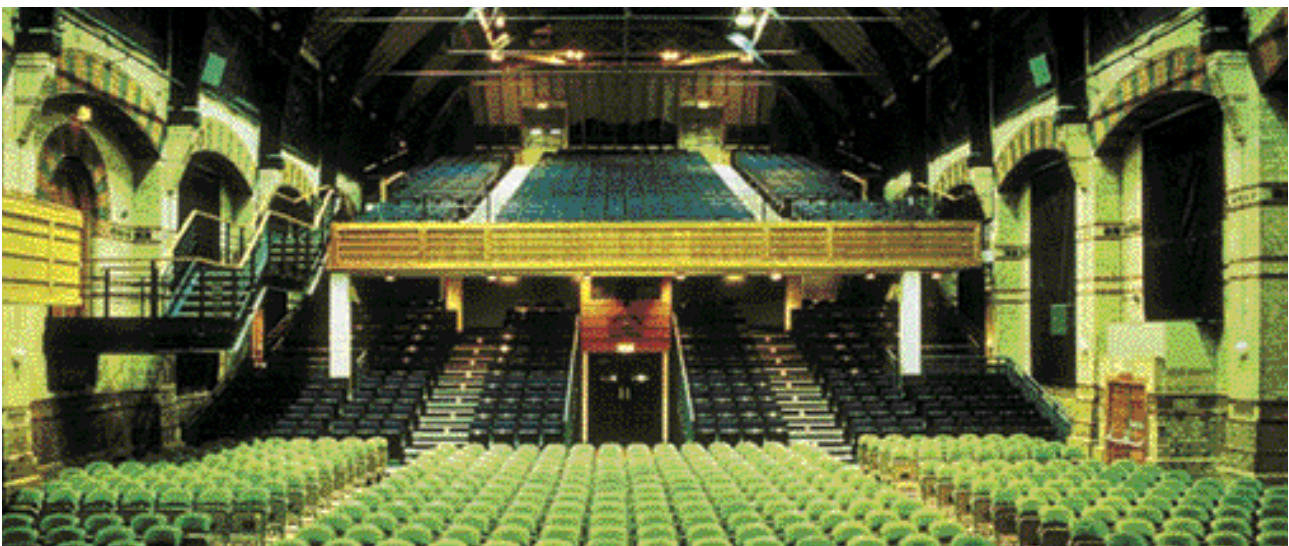
**1342**

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Large size stage  
(9.5m depth x 16.5m width)

**1256**

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# THE SCHERING ROOM/FOYER

The Schering Room is the ideal reception and registration area for welcoming delegates to your event.

The space comprises two bar areas and a café serving area complete with an expansive floor space where large numbers of delegates can congregate. The room also leads both to the main auditorium and the Kings Room (upstairs).

The Schering Room can also be used for a seated or standing reception and makes an ideal exhibition space.

## ROOM INFORMATION

### AREA

**109.6** Square metres

### CAPACITIES

**60** Seated/Dining

**150** Standing/Reception



# THE KINGS ROOM

The Kings Room is suited for small, intimate meetings, training sessions and presentations. The room holds up to 100 people standing and the space is also appropriate for overhead flip chart and PowerPoint presentations (all other necessary equipment can also be provided).

The room is situated directly above the main entrance of the Corn Exchange and overlooks the Schering Room. A full catering service is available and the room also has its own bar facility. Toilets are also easily accessible from this room.

#### PLEASE NOTE:

This space is upstairs and cannot be accessed by wheelchair users. For full information on disabled access at the Corn Exchange and Guildhall please see enclosed insert sheets.

## ROOM INFORMATION

#### AREA

**30** Square metres

#### CAPACITIES

**100** Standing

**40** Theatre

**14** Boardroom

**24** Seated Banquet



# ST JOHN'S ROOM

The St John's Room is conveniently sited as a break-out space for conferences due to its proximity to the main auditorium. Its flexibility also allows for boardroom and theatre style meetings and standing or seated buffets.

The St John's Room also provides access to the two boxes that overlook the auditorium and stage. This space is accessible to wheelchair users via a platform lift. The St John's Room offers easy access to the Corn Exchange backstage areas and also comes complete with a fully equipped bar.

## ROOM INFORMATION

### AREA

**52.2** Square metres

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### CAPACITIES

**150** Standing

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**55** Theatre

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**40** Seated Banquet

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# THE GUILDHALL

## THE LARGE HALL

The historic Guildhall is situated next to the Cambridge Corn Exchange and offers two large conference spaces. These can be used independently or in conjunction with the Corn Exchange spaces. All the facilities are on first floor level with access by stairs or lifts. There are also additional spaces available in the Guildhall. Please see the loose leaf inserts contained within this folder for more information.

## THE LARGE HALL

The Large Hall is the main space within the Guildhall. This impressive conference venue is often used for University degree ceremonies. It offers **330sq** metres of floor space which can be set up in a variety of configurations depending on the nature of your conference.

The space can easily accommodate 40 exhibition stands measuring 1.83 x 0.92 meters. The room also has a balcony that can seat 80 and has a lift to bring in equipment from the ground floor level. There is a fixed stage and also a dressing room to the rear. Lighting and sound equipment can be provided and operated by our team of experienced staff.

## ROOM INFORMATION

### AREA

**330** Square metres

### CAPACITY

**646** (including balcony)

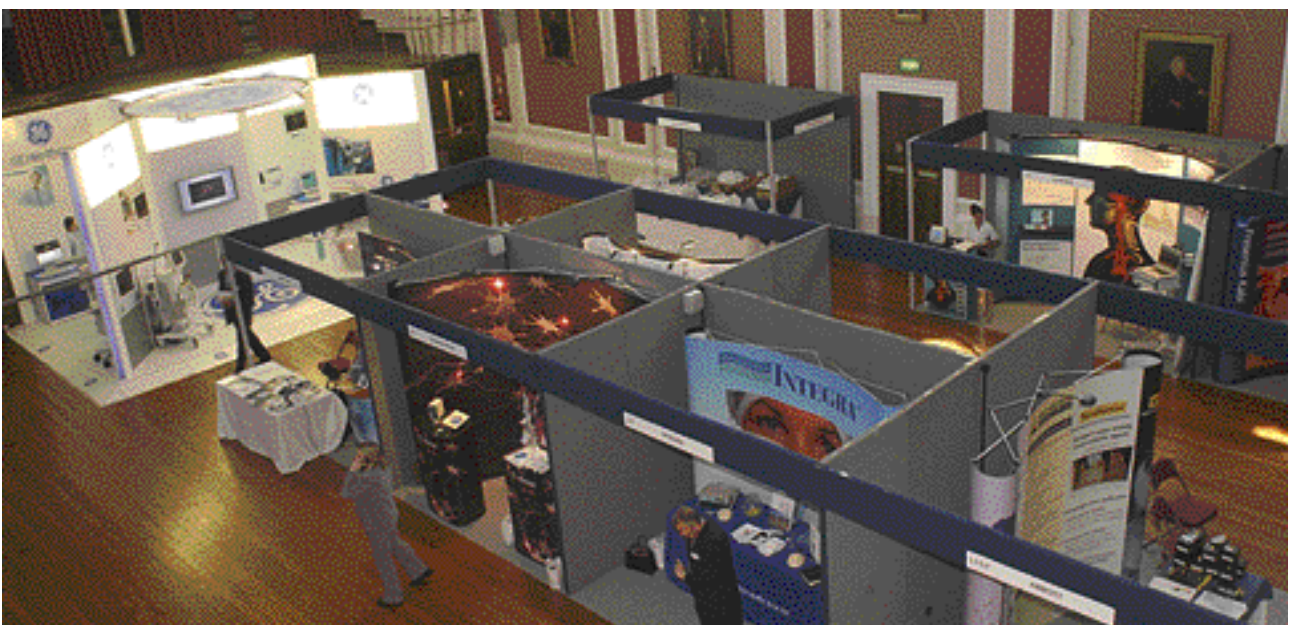
### CAPACITIES

**400** Standing

**576** Theatre

**300** Seated Banquet

**400** Standing Buffet



# THE GUILDHALL

## THE SMALL HALL

### THE SMALL HALL

The beautiful Small Hall of the Guildhall has a large source of natural light and is the ideal space in which to host exhibitions. The **144sq** metres of floor space can easily hold up to 200 delegates or accommodate 15 exhibition stands. It can be used as an annex to the Large Hall or in its own right for smaller functions.

The Large and Small Halls are adjacent and have linking doors to allow for the spaces to be used in conjunction with each other.

### ROOM INFORMATION

#### AREA

**144** square metres

#### CAPACITY

**200**

#### CAPACITIES

**100** Theatre

**100** Seated Banquet

**150** Standing Buffet

