

Room capacity

Room Name	Capacity	Style
Function Suite	120	Theatre Style with break out areas
Wilkes Rooms 1-4	120 60 48 46	Theatre Style Boardroom Style Classroom Style Exam Style
Wilkes Rooms 1-2	90 44 32 46	Theatre Style Boardroom Style Classroom Style Exam Style
Wilkes Rooms 2-4	85 40 32 46	Theatre Style Boardroom Style Classroom Style Exam Style
Wilkes Rooms 3-4	40 24 18 23	Theatre Style Boardroom Style Classroom Style Exam Style
Wilkes Room 1	45 24 18 23	Theatre Style Boardroom Style Classroom Style Exam Style
Wilkes Room 2	45 24 18 23	Theatre Style Boardroom Style Classroom Style Exam Style
Wilkes Room 3	20 14 8 12	Theatre Style Boardroom Style Classroom Style Exam Style
Wilkes Room 4	20 14 8 12	Theatre Style Boardroom Style Classroom Style Exam Style
Stanley Gill Room	12 10 6 6	Theatre Style Boardroom Style Classroom Style Exam Style
Interview Room 1	4	Meeting Room Style

Travel tips from major stations

Charing Cross – 6 minutes walk.

Waterloo – 12 minutes walk across Waterloo Bridge, or buses 139 or 176 to Stop ©

London Bridge – onward rail link to Charing Cross.

Kings Cross or St Pancras – Piccadilly Line to Covent Garden, or bus 91 to Stop Ⓑ

Euston – West End Branch of Northern Line to Charing Cross, or bus 91 to Stop Ⓑ

Victoria (rail and coach stations) – Circle Line to Embankment, but the most direct journey is via bus 11 to Stop Ⓐ

Paddington – Circle Line to Embankment or Temple, Bakerloo Line to Charing cross, or buses 15 or 23 to Stop Ⓐ

Liverpool St – Circle Line to Embankment or Temple, or buses 11 or 23 westbound.

Fenchurch St – Walk to Tower Hill, then District or Circle Lines to Embankment.



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MTG/STAT/658/0909

bcs
The
Chartered
Institute
for IT

Enabling the
information society

London office venue hire

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BCS London office

Nestled between Covent Garden and the Strand, BCS London boasts six flexible meeting rooms, which are available for hire to external bodies. Please contact us to obtain our current room rates.

Booking / information request

The BCS London office hours are 08:00–18:00 Monday to Friday with evening and weekend bookings made by arrangement.

Booking enquiries can be made in the following ways:

Email: An email booking / general enquiry can be sent to bcs_london@hq.bcs.org.uk

Telephone: the London switchboard number is +44 (0) 1793 417 666.

Fax: enquiries can be sent to the main fax number at the London meeting / conferencing facility on +44 (0) 1793 417 669.

Services available

Audio Visual

- Laptop
- Data Projector
- Microphone
- PA System
- Conference Phone
- Recording Facility
- Web Conferencing
- Video Conferencing
- White Boards
- Flipcharts
- External AV Equipment Hire available on request

Other Business Services

- Wireless Broadband Connection
- Photocopying (colour printing available)
- Facsimile
- Message Taking

Catering

- Full catering menu available on request

Floor plan

