

## VENUE DETAILS

**SIG hosting Training Date 5<sup>th</sup> April 2011**

### Contact

<b>Host company name</b>	Electrocomponents plc
<b>Venue address</b>	RS Components Ltd Birchington Road Corby Northants NN17 5JF
<b>Host contact</b>	Derek Maynard
<b>Telephone</b>	01536 405607 / 07980 916216
<b>E-mail</b>	Derek.Maynard@electrocomponents.com
<b>Event organiser if different from above (ie PA, marketing)</b>	

### Venue

<b>Meeting room capacity</b>	Depending on room set up – 30-40
<b>Car parking onsite?</b>	Yes, visitor's car park next to main reception
<b>If no, alternative parking</b>	N/A
<b>Disabled parking onsite?</b>	Yes, visitor's car par next to main reception
<b>Date attendees list required</b>	1 week prior to the event

### Security

<b>Are car registration numbers required?</b>	On arrival, not necessary beforehand
<b>Other security requirements</b>	Will need to check in and be collected from main reception

### Audio/Visual Equipment

<b>Dial up facilities?</b>	No
<b>Meeting room equipment</b>	Projector, PC, DVD player, wall mounted speakers, wireless and wired networks

### Location

<b>Nearest motorway/jct</b>	M1, junction 19 & M6
<b>Distance from motorway</b>	28 miles
<b>Nearest airport</b>	Nottingham East Midlands or Birmingham International

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<b>Distance from airport</b>	48 miles from East Midlands, 58 from Birmingham
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### Location cont'd

<b>Nearest mainline train station</b>	Corby Train Station or Kettering Train Station
<b>Distance from train station</b>	2.4 miles (Corby) or 9.7 miles (Kettering)

### Accommodation

<b>Hotels in area</b>	Hampton by Hilton (Corby) Holiday Inn (Corby) Rockingham Forest Hotel (Best Western, Corby) Wheatsheaf Hotel (Lower Benefield)
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### Other details

Please enter any other information/requests below:

Please complete and return to Kirsten at [kirsten.boucher@sapusers.org](mailto:kirsten.boucher@sapusers.org)  
including copy of location map or web link to map