

VENUE DETAILS

SIG hosting Higher Education & Research SIG **Date** 15 March 2011

Contact

Host company name	Absoft Limited
Venue address	The Hammersmith Room, 1 Lyric Square, Hammersmith, London, W6 0NB
Host contact	Janie Stuart
Telephone	01224 707088
E-mail	jstuart@absoft.co.uk
Event organiser if different from above (ie PA, marketing)	

Venue

Meeting room capacity	36
Car parking onsite?	No
If no, alternative parking	Multi-storey attached to King's Mall shopping Centre with disabled parking facilities (Map attached)
Disabled parking onsite?	No
Date attendees list required	8 March 2011

Security

Are car registration numbers required?	No
Other security requirements	

Audio/Visual Equipment

Dial up facilities?	A wireless connection is available in all meeting rooms but a wired connection can be arranged if required
Meeting room equipment	Please advise of requirements so this can be ordered. Plasma screen available in room White board / Flip Chart

Location

Nearest motorway/jct	M4
Distance from motorway	
Nearest airport	Heathrow

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Distance from airport	30 mins
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Location cont'd

Nearest mainline train station	Depending on the direction you are coming from, King's Cross St. Pancras, Paddington, Euston and Victoria are all within about 20 mins journey by tube
Distance from train station	

Accommodation

Hotels in area	There is a wide choice of hotels in Hammersmith.
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Other details

Please enter any other information/requests below:

Please complete and return to Kirsten at kirsten.boucher@sapusers.org
including copy of location map or web link to map