



to meet...

**...conference facilities for businesses
of all shapes and sizes.**



The North East Business and Innovation Centre, so much more than a prestigious business location.

The BIC has been designed with the needs of the business person in mind. Meeting space is varied; and with room for up to 80 delegates the facilities are an excellent choice for everything from board meetings to networking events.

Ideally situated approximately 2 miles from Sunderland City Centre, the BIC has excellent links to major road networks and is accessible via public transport.

The BIC benefits from FREE parking and with hundreds of spots available, your guests are guaranteed to arrive stress free.

The site also benefits from its own café, from where experienced caterers offer a range of buffets and superb catering.

Service is with a smile and special dietary requirements can be accommodated (menu details are available upon request or by visiting www.ne-bic.co.uk)



For more information or to arrange a site visit please contact Stephanie Gibson or Joanne Sinclair on: 0191 516 6013



Central Atrium and Café BIC

The newly refurbished Café BIC is modern, light, airy and can accommodate up to 55 delegates. This is an ideal venue for business occasions, social events and exhibitions

As an open plan facility which leads directly off the BIC's central atrium area, comfy sofas and AV capabilities make this the perfect space for an evening event.

Keel Suite

The Keel Suite is a superb self contained training facility. Benefiting from two floors and a break out room, the Keel Suite also has its own kitchen and toilet facilities.

Thompson Suite

The BIC's largest function room, the Thompson suite is a popular location for a variety of events including conferences, presentations and training sessions. The suite is located in the BIC's main building and can accommodate up to 80 delegates in a theatre style.

The room has a purpose built staging area, which incorporates two lecterns and a presentation screen. Seating in this suite can be set up in a variety of ways, including theatre, classroom or U shaped, making it suitable for any occasion.

Crown Suite

The Crown Suite is the ideal environment for an important presentation or board meeting. Suitable for up to 10 delegates and furnished to the highest standard, video conferences can be held in this room and presentations displayed on the 50" plasma screen.

Doxford Suite

Accommodating up to 16 delegates, the Doxford Suite incorporates a projector screen, board table and informal seating area. Suitable for formal presentations and team meetings alike, this is the ideal venue for company meetings or interviews.

IT Suite

As a purpose built ICT training venue, the IT suite can accommodate up to 16 delegates. The facility is fully furnished with laptops, and presentation equipment. The attendance of an IT technician can also be arranged to support your session if required.

Pier Suite

With its own plasma screen and video conferencing facilities, the Pier Suite can comfortably accommodate up to 10 delegates.

Big Ideas

Big Ideas is a self contained training facility, suitable for up to 35 delegates. Specifically designed to inspire creativity, and with its own kitchen and breakout room it is the ideal location for interactive sessions.





Charges and Capacity

| Room | Capacity | Layout | Equipment | Room Rates (Full or half days are available, where specified rooms are also available to hire hourly or on an evening) | | | |
|---|--|--|---|---|----------------|---------------|----------------|
| | | | | Full day | Half day | Hourly | Evening |
| Menvil Suite | 8 | Board Room (Ideal for interviews) | | N/A | N/A | £9.00 | N/A |
| Thompson Suite | 80 24 30 50 80 | Theatre Boardroom U Shaped Cabaret Standing | Built in Stage Digital projector Projector screen Flip Chart | £195.00 | £110.00 | N/A | £110.00 |
| Crown Suite | 10 | Boardroom | Video Conferencing (details upon request) Plasma Screen Flip Chart | £150.00 | £80.00 | N/A | £80.00 |
| Pier Suite | 10 | Boardroom | Plasma screen Flip Chart | £130.00 | £70.00 | £20.00 | £70.00 |
| Doxford Suite | 16 | Boardroom | Flip Chart, projector screen | £150.00 | £80.00 | £25.00 | £80.00 |
| Keel Suite | 16 Ground floor 14 1st floor | U Shaped | Digital projector, Projector Screen, Flip Chart | £150.00 | £75.00 | N/A | £75.00 |
| Bosun Suite | 14 | U Shaped | Projector Screen, Flip Chart | £150.00 | £75.00 | N/A | £75.00 |
| Bridge Suite (IT Training Suite) | 16 Ground Floor 6 1st Floor | Classroom Breakout Room | Laptops, Digital projector, Projector screen, Flip Chart | £220.00 | £115.00 | N/A | N/A |
| Café BIC | 50 | Café Style | N/A | N/A | N/A | N/A | £300.00 |

We also have rooms to hire that can accommodate 20+ please enquire for details.

North East Business and Innovation Centre (BIC) Ltd Conference Facilities



Standard Equipment

In all the main site meeting rooms wireless access is available as standard.

Additional Services

Digital projectors and lap tops are available to hire. Prices start from as little as £40 per half day.

An ICT technician is available should specialist support be required. Delegate Rates and a full range of corporate buffets are also available, in addition to catering vouchers for course attendees

For more information about any conference or meeting room facilities at the North East BIC please contact Joanne or Stephanie on 0191 516 6013 or email roomhire@ne-bic.co.uk

Meeting Your Needs:

Designed to make hosting your event effortless, the BIC also offers:

- Over 600 free parking spaces
- Disabled access
- Central reception area
- Creative Training Facility
- Competitive Rates
- IT Technicians
- Event Management Support
- Complimentary Internet Access
- AV Equipment
- Video Conferencing
- Northern Net Media Access Bureau
- Free conference stationery and complimentary mints



conference key

- | | |
|---|-------------------------|
| 1 Main Reception <i>leading to; Central Atrium & Café BIC, Thompson Suite, Crown Suite, Doxford Suite and Pier Suite</i> | 4 Big Ideas |
| 2 Keel Suite | 5 Conference Parking |
| 3 IT Suite | 6 Bristol Street Motors |
| | 7 Innovator House |

conference Space

If no designated parking
is available please
report back to
reception.



For more information or to arrange a site visit please contact
Stephanie Gibson or Joanne Sinclair on:

0191 516 6013

or email: roomhire@ne-bic.co.uk

North East Business & Innovation Centre (BIC) Ltd.

Wearfield | Enterprise Park East | Sunderland | SR5 2TA | Tel. 0191 516 6200 | Fax. 0191 516 6150 | email. info@ne-bic.co.uk

www.ne-bic.co.uk