

Charles Darwin House

Conference facilities in central London

Charles Darwin House is a newly built conference centre based in the heart of London. The facilities include a state of the art lecture theatre seating up to 130, and a collection of smaller meeting rooms and breakout areas with space for trade exhibitions and displays.



Facilities

Rooms

Flexibility is of major importance when it comes to hosting successful events. Charles Darwin House has a variety of rooms on offer, which provide space for smaller boardroom-style meetings and larger scale presentations. All rooms come equipped with air conditioning facilities, and adjustable lighting. In addition to the meeting rooms, there is a large breakout area which can host drinks receptions, poster displays, exhibitions and additional networking space.

Rooms and capacities

Room	Style	Capacity
Albermarle	Boardroom	12
Chatham	Boardroom	12
James	Boardroom	10
Charles 1	Boardroom	18
Charles 2	Boardroom	30
Charles Darwin Lecture Theatre (Charles 1 and 2 combined)	Theatre	130
Breakout Area	Reception	130
Conference Suite (all rooms, Lecture Theatre and Breakout Area)	Reception	220

Other room layouts and capacities available on request.

The following AV equipment is available at Charles Darwin House

- Overhead projector and fixed screen
- Lectern
- Plasma screens (two available in the Charles Darwin Lecture Theatre and one in Reception)
- Laser pointers and slide changer
- Flip chart and space for poster display
- Whiteboards
- 4 port VGA Monitor Switch Box
- Roving microphone
- Free Wifi connectivity
- PA system

Please note that a PC and additional AV equipment can be ordered at an additional cost.

Teleconference facilities and fax/copy services can also be provided at an additional cost.



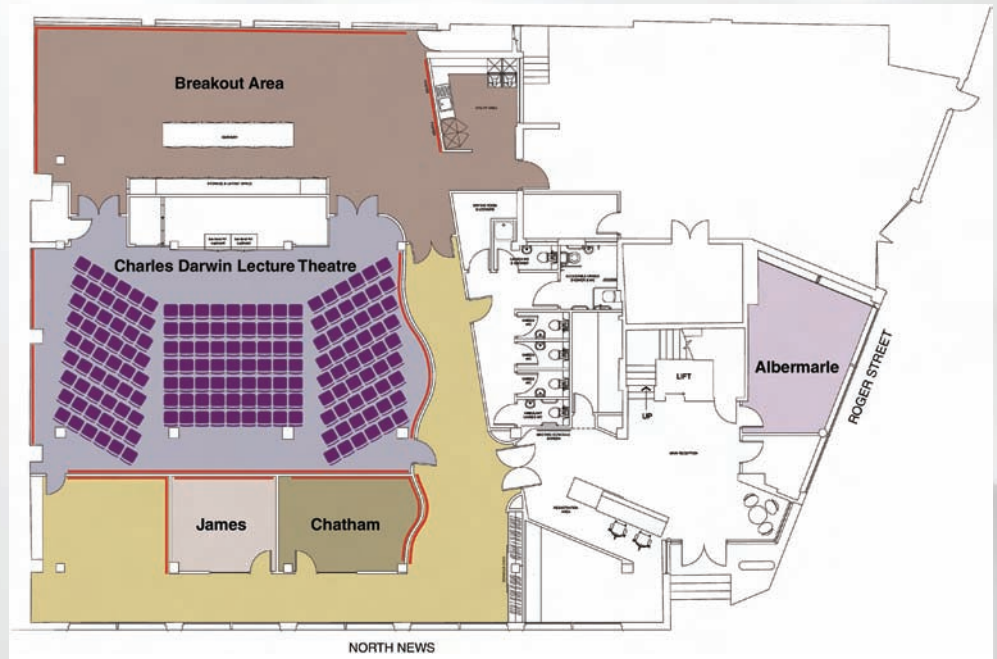
Charles Darwin House

Facilities

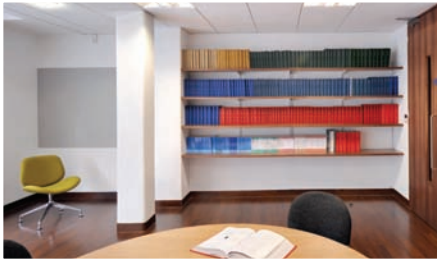
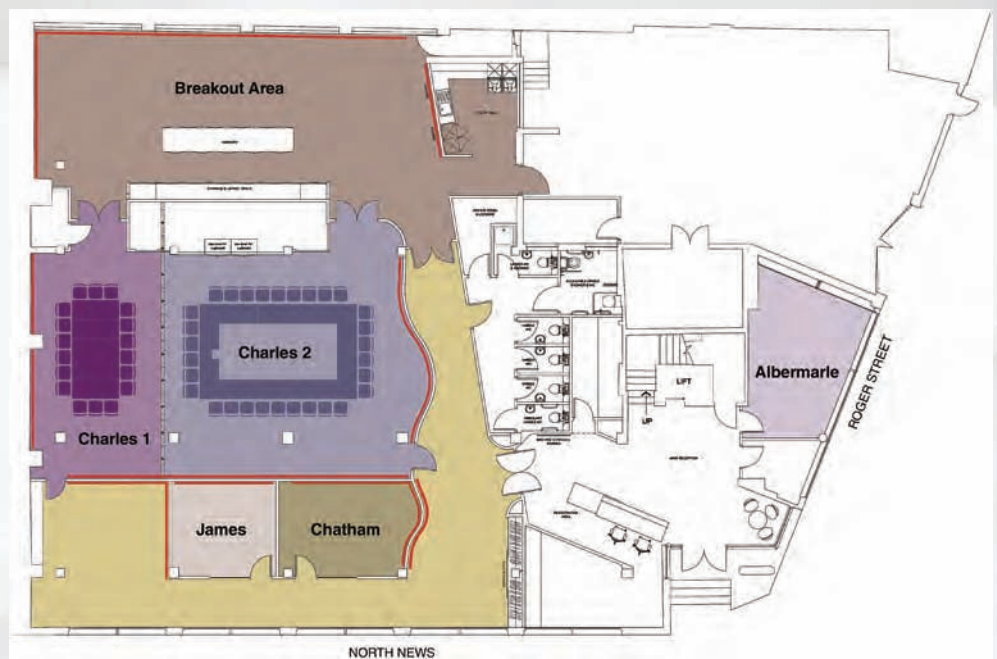
Disabled access

Disabled access is available at the rear entrance of Charles Darwin House. The Conference Suite is located on the ground floor, and all meeting rooms and conference areas are easily accessible. A disabled toilet and wash room is available for use. Visitors with special requirements are advised to contact Charles Darwin House prior to arrival. Assistance dogs are welcome at Charles Darwin House.

Floor plan scenario 1



Floor plan scenario 2



Academic events

Charles Darwin House understands what makes a successful academic event; whether that is a one day workshop, or an event with a programme running over several days. In addition to the large Charles Darwin Lecture Theatre (capacity of 130), there are several other rooms for hire, which provide space for networking and trade exhibition displays.

The conference suite is an ideal location to host poster sessions and evening receptions. Charles Darwin House has integral poster boards which provide space for up to 67 posters. The poster boards are spread out over several rooms which give the opportunity to display posters in individual sessions.

Poster boards at Charles Darwin House

Room	Poster boards (portrait style 1m x 1.20m)
Hallway	4
Chatham	8
James	3
Library	6
Charles Darwin Lecture Theatre	24
Breakout area	22
Total	67

Charles Darwin House is located within close proximity of key London universities and other scientific establishments. At just a 15 minute walk away from King's Cross station, there are excellent transport links with other cities in the UK, and easy access to the major London-based airports including Heathrow, Gatwick, Stansted and Luton.

The Charles Darwin Lecture Theatre includes state of the art AV equipment compatible with both Mac computers and PCs. The additional plasma screens on either side of the Lecture Theatre provide comfortable viewing of presentations.

Based in the heart of the capital, surrounded by London's major tourist attractions, Charles Darwin House offers the flexibility to host conference dinners and other social events off-site at just a short walk from Charles Darwin House. Furthermore there is great variety of hotels and B&Bs to choose from, all within close proximity to the facilities.



Academic events

Charitable pricing

20% discount offer on room rates for charities – all rates are exclusive of VAT

Room	Occupancy	Full Day	Half Day	Evening
		08:30–17:00	08:30–12:30 13:00–17:00	
James	10	£208	£128	N/A
Chatham	12	£252	£156	N/A
Albermarle	12	£252	£156	N/A
Charles 1	18	£368	£228	£60 per hour
Charles 2	30	£440	£260	£68 per hour
Charles 1 & 2	130	£800	£400	£100 per hour
Conference Phone	-	£20	£10	N/A

For full day events of 50 delegates or more the Day Delegate Rates apply.

Included in the price are:

- Poster boards within each room (please use Velcro provided)
- For Charles 1 and 2 only, use of the breakout area including the additional poster boards
- AV projector (laptop to be supplied by the client)
- Flipchart and pens
- WiFi internet access

Refreshments

Teas, coffees and biscuits	£3 per person per serving
Orange juice	£2.50 per jug
A bottle of still or sparkling water	£1 per bottle

Additional costs for catering available on request

Day Delegate Rate

Charles Darwin House offers a very competitively priced day delegate package which provides a practical and attractive solution for larger events that require the use of the entire conference suite. For events with 50 or more delegates the Day Delegate Rates apply.

Day Delegate Rate includes:

- Room hire for Charles Darwin Lecture Theatre (capacity of 130 theatre style) and breakout area (capacity of 130 reception style)*
- Use of additional meeting rooms (James, Chatham and Albermarle)*
- Use of all poster boards (67 spaces, additional poster boards can be provided at cost)
- Modern AV equipment
- Use of a registration desk at reception
- Morning refreshments (tea, coffee, herbal tea and biscuits)
- Buffet lunch (choice of different menus with availability to upgrade)
- Afternoon refreshments (tea, coffee, herbal tea and biscuits)
- Bottled mineral water and juice
- Dedicated event manager on site throughout the event

*Rooms available between 09:00 and 17:00

Charitable rate: £47.00 +VAT per person per day



Charles Darwin House

Location map and travel information

Located in the heart of central London, and based just minutes away from London's major transport links, Charles Darwin House is easily accessible for UK-based and international delegates.

By rail

The nearest rail stations are:
Farringdon (0.8 miles)
King's Cross (1.1 miles)
Euston (1.3 miles)

By tube

The nearest underground stations are:
Chancery Lane (0.4 miles) - Central line
Russell Square (0.5 miles) - Piccadilly line
Holborn (0.6 miles) - Central and Piccadilly line
Farringdon (0.8 miles) - Circle, Metropolitan, Hammersmith & City line
King's Cross (1.1 miles) - Northern, Victoria, Piccadilly, Circle, Metropolitan and Hammersmith & City line
Euston (1.3 miles) - Northern and Victoria line

By taxi

A plentiful supply of black cabs operate in the area, which can be hailed from the street and do not require pre-booking.

By bus

The following bus routes serve

Theobald's Road:

19 (Finsbury Park Interchange - Battersea Bridge/Hester Road)
38 (Clapton Pond - Victoria bus station)
55 (Lea Bridge Road/Bakers Arms - Oxford Circus)
243 (Redvers Road - Waterloo Station/ Mepham Street)

The following bus routes serve Gray's Inn Road:

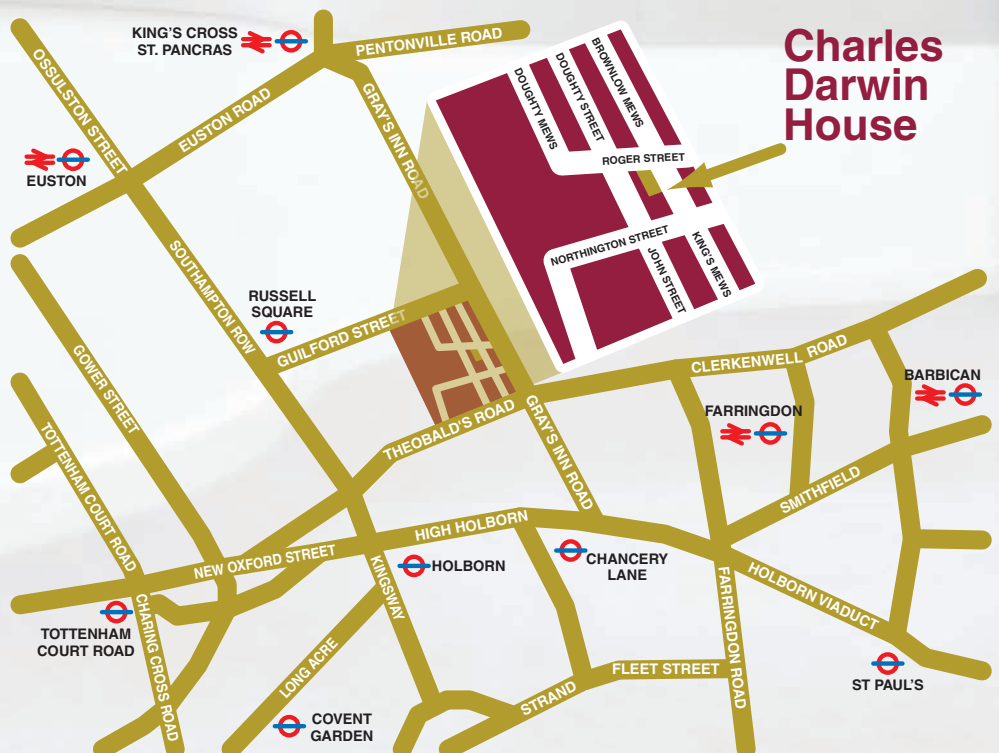
17 (Archway Station/Junction Road - London Bridge Station)
45 (St Pancras International Station - Atkins Road/New Park Road)
46 (Lancaster Gate Station - Stonecutter Street)

By car

There is no car parking available at Charles Darwin House and all visitors are advised to use public transport where possible. There is a limited amount of on-street metered parking space available on Roger Street and North Mews. The nearest Car Park Facilities are London Saffron Hill (EC1N 8XA) and 12 Farringdon Road (EC1M 3JB).

By bicycle

Charles Darwin House has a limited number of secure parking spaces available for bicycles, available on a first come first serve basis.



Charles Darwin House Conference Centre

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