



Our services for staff and students

IMAGINE. EXPERIENCE. ACHIEVE.

WARWICK
CONFERENCES



A guide on how to book Warwick Conferences' services for University of Warwick members of staff and students

Warwick Conferences offer a wide range of services including conference, meeting and event facilities, accommodation, catering and equipment hire. This guide provides further information on our services and more importantly, how to get in touch with the right team to find out more information or to make a booking.



Conferences, Meetings, Events and Dining

We have a range of different spaces available to suit your needs at our venues; Radcliffe, Scarman, The Slate which offers exclusive hire, as well as Central Campus Venues.

For more information or to make a booking for:

- Conferences, meetings and events (residential & non-residential)
- Virtual and hybrid solutions
- Event production services
- Breakfast, lunch and dinner bookings for more than 10 people
- Private dining
- Outdoor events e.g. teambuilding or sporting activities

✉ hello-conferences@warwick.ac.uk
☎ +44 (0)24 7652 3222

For breakfast, lunch and dinner bookings for up to 10 people, please contact Scarman or Radcliffe;

- Radcliffe@warwick.ac.uk, +44 (0)24 7647 4711
- Scarman@warwick.ac.uk, +44 (0)24 7622 1111



Bedroom Reservations

Individual bedroom reservations can be made online [here](#).

Contact the Reservations team for any of the following:

- Booking a longer continuous stay in the same venue
- Booking more than 5 bedrooms
- Cancelling an online booking
- For any bedroom reservations that are to be charged to an internal cost code

As a member of staff or student, you can benefit from reduced rates for overnight stays at our on-site hotels; Scarman and Radcliffe.

- **£55.00** per person per night inc. VAT for single occupancy
- **£70.00** per room per night inc. VAT for double or twin occupancy
- Bookings for bedrooms can only be made online up to four weeks in advance, subject to availability

For more details please [visit here](#). Use the promotional code provided and book online.

To book further in advance of 4 weeks, [visit here](#).



reservations@warwick.ac.uk

+44 (0)24 7657 3925

[View terms and conditions](#)

WARWICK FOOD AND DRINK

We provide event catering and deliver food and drink across campus to your departmental building or wherever your meeting is taking place. Our menus include buffet food, packed lunches and pizza.



[View the menus.](#)

To book download the [appropriate order form](#) and email it to: ✉ foodanddrink@warwick.ac.uk



EQUIPMENT HIRE



We provide a wide range of event furniture - including, tables, lecterns and PA systems.

For more [information](#) or to book complete the [online form](#)



www.warwick.ac.uk/conferences

