



Murray Edwards  
College

University of Cambridge

## Buckingham House Foyer

With an impressive granite reception desk and servery, the attractive foyer is an ideal place to welcome delegates and for networking and catering. Sliding doors lead to an outdoor deck.

Please discuss any requirements for posters, sponsors or exhibitors with us in advance, as additional equipment or furniture affects capacity.

### A.V. equipment

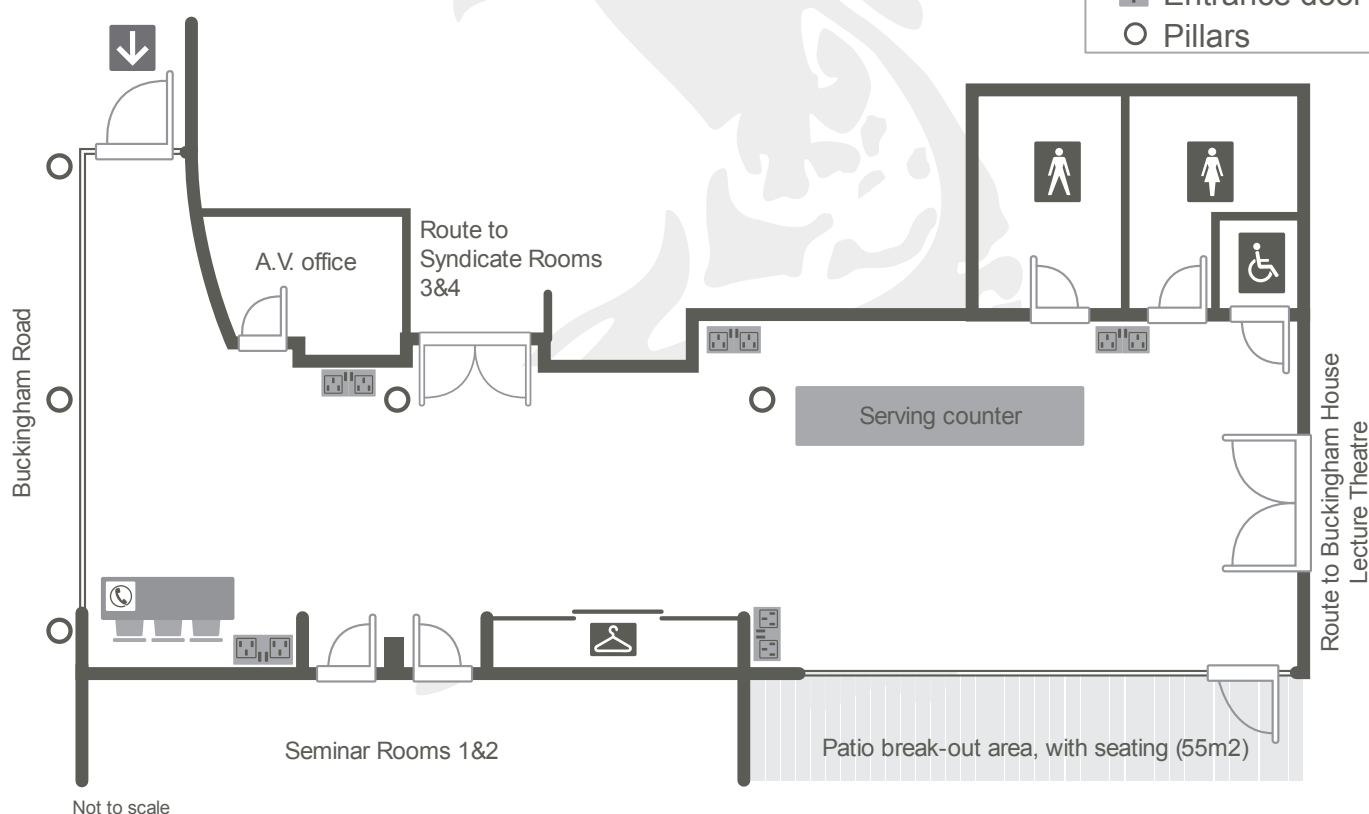
Microphones and speakers are available for announcements or background music

### KEY

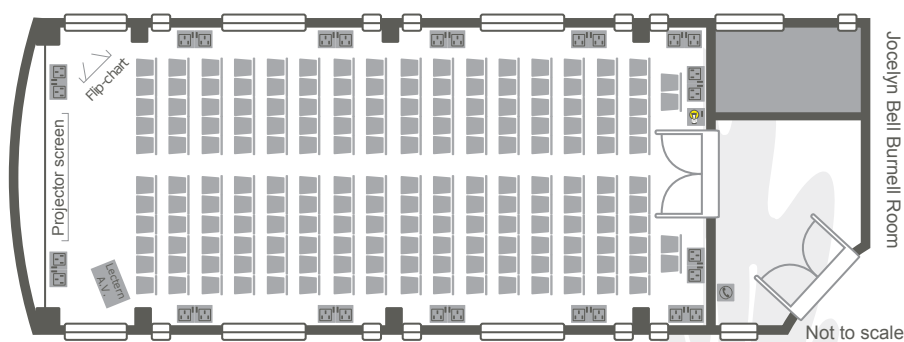
- Light switches
- A.V. point
- Double plug socket
- Single plug socket
- Telephone
- Cloakroom
- Entrance door
- Pillars

Clear layout 140

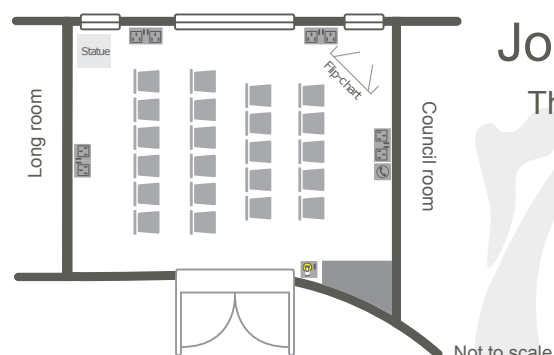
Foyer dimensions  
20.5 m x 6.5 m (133m<sup>2</sup>)



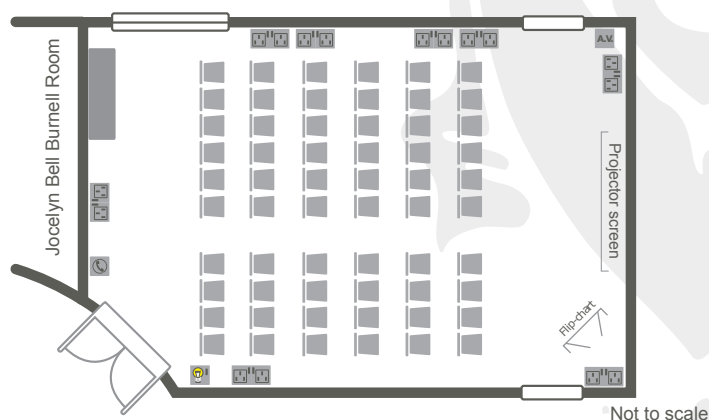
## Break out spaces for use with Buckingham House



**Long Room**  
Theatre style **180**



**Jocelyn Bell Burnell Room**  
Theatre style **24**



**Council Room**  
Theatre style **50**

*Please contact us for more information  
on booking these rooms.*

[events@murrayedwards.cam.ac.uk](mailto:events@murrayedwards.cam.ac.uk)  
[www.murrayedwardsevents.com](http://www.murrayedwardsevents.com)

## Parking

70 parking spaces are available at our car park accessed via Storeys' Way. Spaces are on a first-come, first-served basis.

## Location

The Foyer is located on the ground floor of Buckingham House.

A detailed College map is available on our website, or from the Porters' Lodge.

## Fire Assembly Point

In the unlikely event of a fire, please note the Fire Assembly Point is on the front entrance, near the Porters' Lodge.

## Other information

This room is fully accessible



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## Buckingham House Lecture Theatre

This raked theatre seats 140 delegates and has high standard A.V. technology. A comfortable and well-presented room for presentations and lectures; there is a low stage with lectern and space for panels or top tables.

AV can be controlled via the lectern, from the rear of the room and by our on site technician from our AV office. There is space at the rear of the lecture theatre for translation booths and we can provide equipment for voting or additional screens for Twitter feeds – our technician would be delighted to discuss

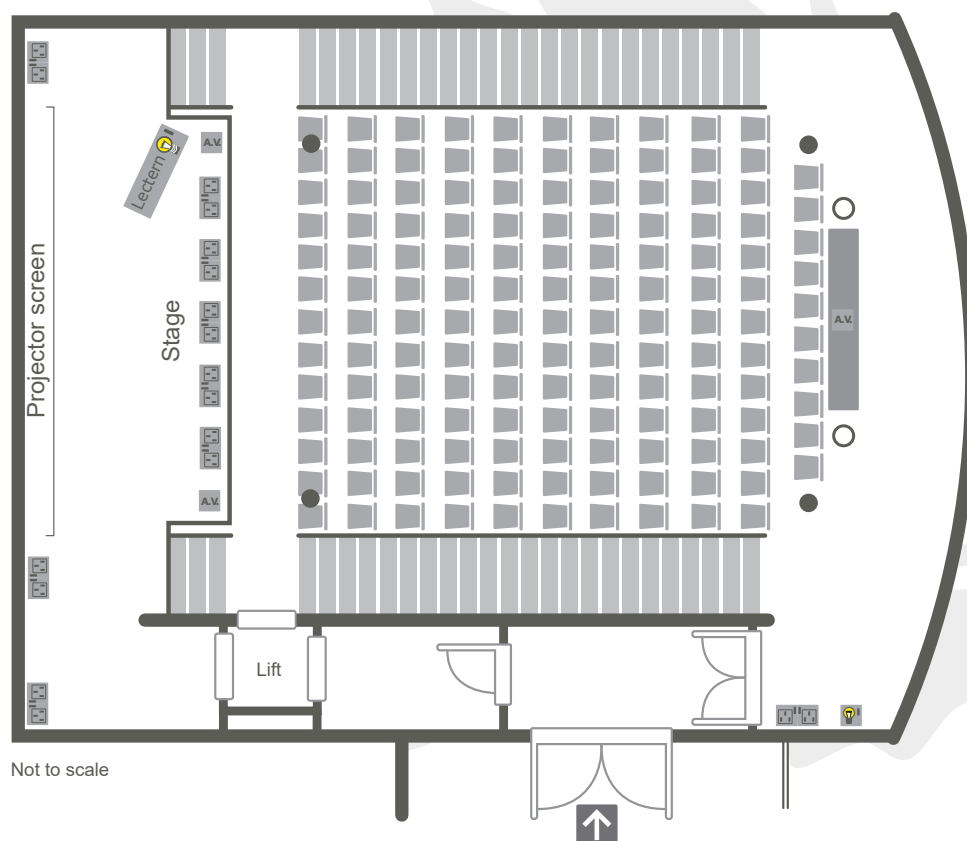
Theatre style 140

### A.V. equipment

HD projector  
Fixed screen  
Stereo ceiling speakers  
Mics: 2 x hand, 2 x lapel,  
4 x table, goose-neck on  
lecterns  
Sound and HD visual  
recording  
Wi-Fi is available  
A second lectern is  
available  
Induction Loop

### Room dimensions

13 m x 11 m (143m<sup>2</sup>)  
4 spaces designated  
for wheelchair users  
by arrangement



Buckingham House Foyer

### KEY

- Light switches
- A.V. point
- Double plug socket
- Single plug socket
- Telephone
- Designated for wheelchair users
- Entrance door
- Pillars

## Rooms also available in Buckingham House



## Seminar Rooms 1 &amp; 2

This versatile room can be divided into 2 soundproof meeting rooms and can be set up as an overflow for Buckingham House Lecture Theatre. This room has direct access to the deck and foyer and plenty of natural daylight, alongside black-out blinds for very bright days. Seating 36 people cabaret style, this room is a great space for allowing ideas to flow in workshops.



## Syndicate Rooms 1 &amp; 2

Located on levels one and two of Buckingham House, accessible by stairs or lift, these bright, intimate meeting rooms are suitable for up to 22 delegates. They can be set up with standard portable A.V. equipment, if required. Available in vacations only.

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## Parking

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## Location

The Lecture Theatre is located on the ground floor of Buckingham House.

A detailed College map is available on our website, or from the Porters' Lodge.

## Fire Assembly Point

In the unlikely event of a fire, please note the Fire Assembly Point is on the front entrance, near the Porters' Lodge.

## Other information

This room is fully accessible with access to front and rear of seating and the stage.





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## Buckingham House Seminar Rooms 1&2

This versatile room can be divided into 2 soundproof meeting rooms and can be set up as an overflow for Buckingham House Lecture Theatre. This room has direct access to the deck and foyer and plenty of natural daylight, alongside black-out blinds for very bright days. Seating 36 people cabaret style, this room is a great space for allowing ideas to flow in workshops.

**Theatre style 60**  
25 each if room is split

### A.V. equipment

HD Projector  
Automatic fixed screen  
Ceiling speakers when room combined  
Portable speakers when room is split  
Wi-Fi Internet access  
Induction Loop

### Room dimensions

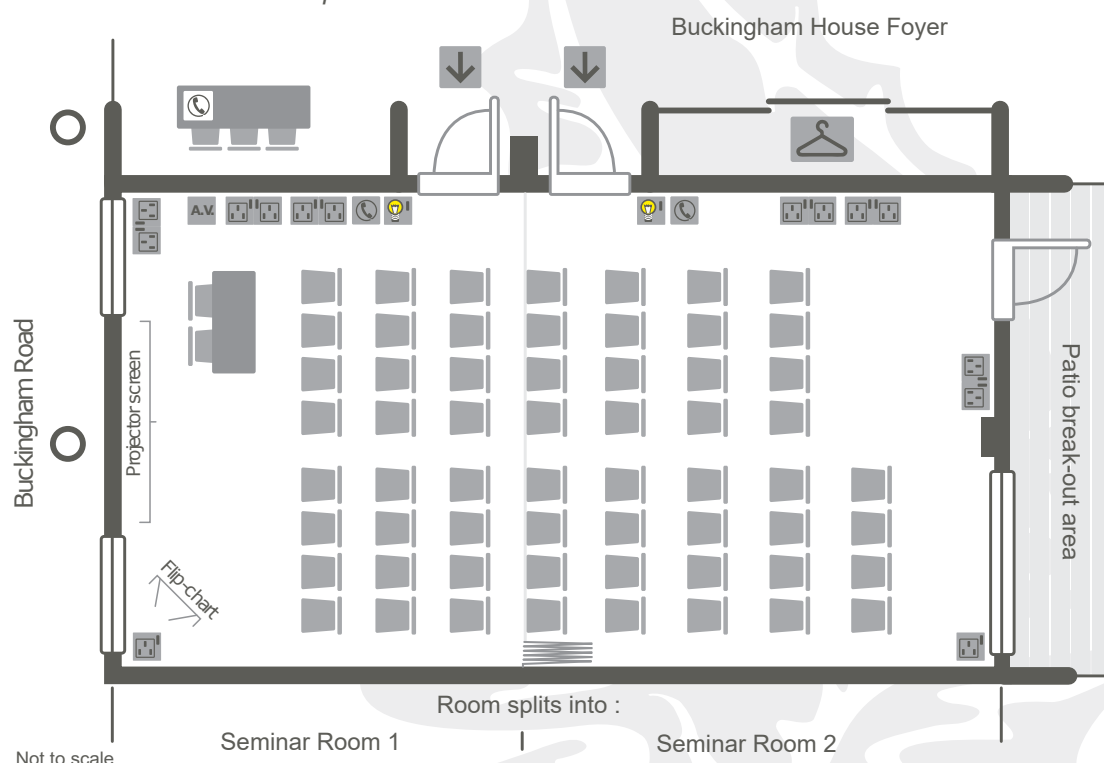
**Seminar Room 1**  
5.5 m x 6 m (33 m<sup>2</sup>)

**Seminar Room 2**  
6 m x 6 m (36m<sup>2</sup>)

**Both Rooms**  
11.5 m x 6 m (69m<sup>2</sup>)

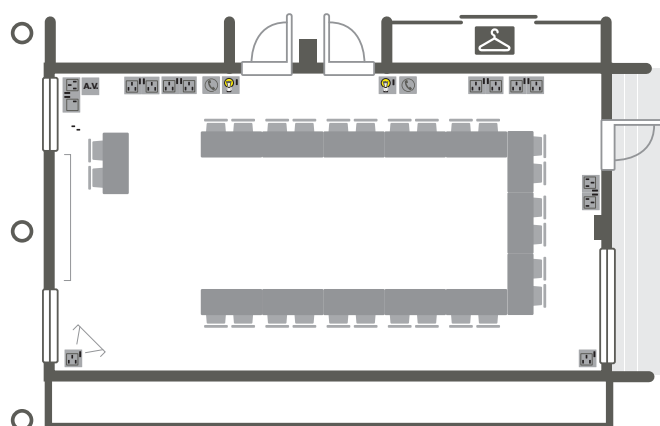
### KEY

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- Double plug socket
- Single plug socket
- Telephone
- Entrance door
- Pillars

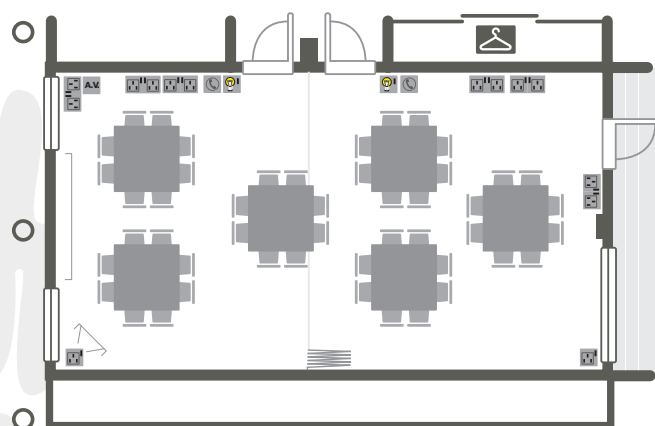


see reverse for additional layout options

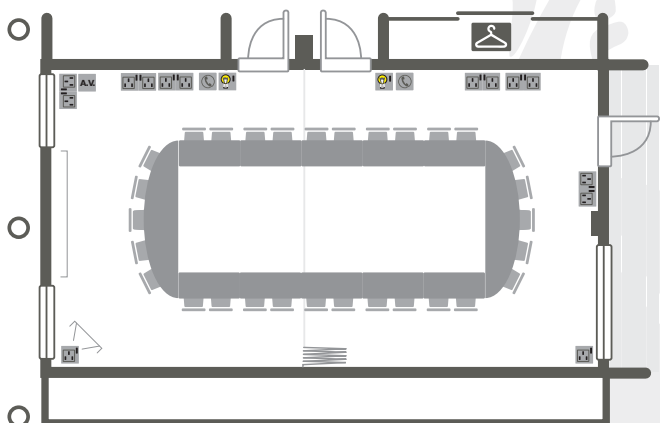
## Alternative room layouts



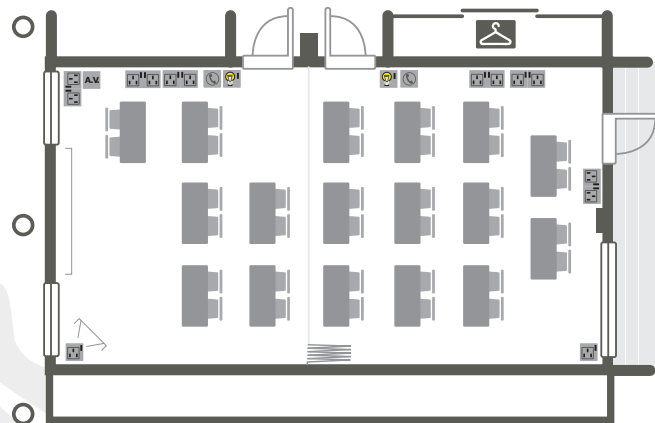
**U shape style 26**  
14 each if rooms split



**Cabaret style 36**  
16 each if rooms split



**Boardroom style 30**  
20 each if rooms split



**Classroom style 32**  
12 each if rooms split

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## Fire Assembly Point

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## Other information

This room is fully accessible, and equip with Air Conditioning