

risc Reading International Solidarity Centre

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Equipment	Cost per session
Smartboard (Conference Hall & Room 3)	£10.00
Laptop	£10.00
Digital projector (Room 1 and Room 2)	£10.00
OHP	£5.00
Small PA, mic + speakers	£10.00
TV + DVD on trolley	£10.00
Combined TV/VCR	£5.00
Hot water heater	£5.00
Small hot water urn	£5.00
Flipchart stand	Included in room hire
Flipchart paper + pens	£5.00
Access to Global Café Wi-fi	free
Use of induction loop	Included in room hire
Office Services (Available during office hours (9.30 a.m. – 5.30 p.m. Mon-Fri, other times by arrangement)	
Photocopying	
A4 black & white	4p per sheet
A4 colour	33p per sheet
A3 black & white	4p per sheet
A3 colour	33p per sheet
Fax	
Sending within UK	50p per page
Sending within Europe	£1.00 per page
Sending outside Europe	£1.50 per page
Receiving	25p per page