



***Forth House is an elegant Georgian building situated in the heart of Edinburgh's West End business district. Looking out over the charming and prestigious Rutland Square, this spectacular setting provides an ideal environment for any business.***

Our elegant Board Room seating up to 20 people. The room boasts period features but also the latest technology with a large plasma screen, HDMI cable, free Wi-Fi and flipchart. The Board Room is available for hire, by the hour, half day or full day, giving you a quality environment in which to meet your clients or carry out training, interviews, seminars etc.

#### **Boardroom**

£50 per hour  
£325 per day (9am – 5.30pm)  
***All prices are excluding VAT***

#### **Meeting Room**

£20 per hour  
£140 per day (9am – 5.30pm)  
***All prices are excluding VAT***

#### **\*Cancellation of room bookings may incur charges as follows\***

Less than 24 hrs notice	100% charge
Less than 48 hrs notice	50% charge

#### **Catering**

Boardroom lunches	£8.50 per person
Working lunches	£6.50 per person
Cover charge (self-catering)	£1.50 per person
Pastries	£1.50 per person
Large pot of Coffee/Tea	£4.00 per pot
Pot of Coffee/Tea	£2.00 per pot
Biscuits	£2.50 per plate
Water	£2.75 per bottle
Orange/Apple Juice	£3.00 per large jug

\*The above services are provided at Forth House. Their cost is invoiced separately at the end of each month and prices are subject to VAT.

