

howden
park
CENTRE



conferences & business meetings



Situated in a beautiful parkland setting, Howden Park Centre in Livingston is a stylish, contemporary venue which is perfect for conferences and business meetings.

Livingston enjoys a prime location at the heart of the central belt and has excellent transport links to Glasgow and Edinburgh. We also have 100 car parking spaces that can be used by you and your guests making Howden Park Centre one of the most convenient and best connected business venues in the country. Awarded Building of the Year by the Edinburgh Architectural Association, Howden Park Centre is West Lothian's only 4-star arts venue. We have a range of flexible spaces to fit your business needs including a 300 seat auditorium which is perfect for conferences or product launches and our team of dedicated and experienced staff are on hand to ensure that your event is a complete success. So, whether you're looking for a quiet meeting room or a large, contemporary conference venue, you'll find everything you need at Howden Park Centre.

“ We were very impressed with the facilities at Howden Park Centre and the staff there made sure we were well looked after on the day. It was helpful to hold the seminar in such a convenient location and welcoming atmosphere. ”



Theatre

Our stunning, 300 seat auditorium gives a perfect, unrestricted view of the main stage. Undoubtedly the jewel in our crown, the theatre is fully equipped with professional sound and lighting equipment, including a film screen and projector and is supported by our in-house technical team.

101 - 300 delegates.



Meeting Room

Situated on the first floor, the Meeting Room has a full-length glass wall and offers panoramic views over Howden Park. The Meeting Room is an ideal venue for smaller meetings. 10 people can be accommodated comfortably in boardroom style and up to 20 in theatre presentation style.

Lift access is available. **2 - 20 delegates.**



Space 2

A wonderfully adaptable space, Space 2 can be tailored to meet your business requirements.

21 - 50 delegates.



Space 3

A large spacious room, Space 3 provides flexible accommodation for your event.

51 - 100 delegates.

In addition to the range of flexible, adaptable spaces on offer Howden Park Centre has full disabled access and can provide additional breakout spaces, a fully licensed bar and bistro, lift access, plasma screens, box office facilities, display tables and boards, DVD player, flip charts & pens and photocopying facilities.

Delegate Packages £21 per person

What's included

- ▶ Room hire for up to 8 hours
- ▶ A flip chart and pens
- ▶ Use of a laptop
- ▶ A digital projector and screen
- ▶ A bottle of mineral water per delegate
- ▶ Cordials and mints
- ▶ 2 servings of tea and coffee with biscuits
- ▶ A soup and sandwich lunch with fruit juice



For more information or to book please contact:

Events Co-ordinator Telephone: 01506 773853

or email: venuehire@westlothian.gov.uk

www.howdenparkcentre.co.uk

Prices valid from: 1 April 2017 - 31 March 2018

