

Planning and Services List

	Included in meeting room rental	Included in exhibition hall rental	Circulation areas	Details available on request
Comprehensive audio visual package included in SECC meeting room rental	✓			
Technicians	✓			
Seating and staging	✓			
Lectern and top table	✓			
House Lighting	✓	✓	✓	
Sound	✓			
Projection	✓			
Climate Control	✓			
Event planner	✓			
Front of house	✓	✓	✓	
Stewarding	✓	✓	✓	
Security	✓	✓	✓	
Cleaning services	✓	✓	✓	
Fixed catering points	✓	✓	✓	
Parking - free to organisers	✓	✓		
Product & public liability insurance	✓	✓		
In-house signage	✓	✓	✓	
Currency exchange			✓	
ATM points			✓	
Cloak room			✓	
Business centre			✓	
Medical centre			✓	
Information centre			✓	
Wifi internet access	✓	✓	✓	
Induction loop	✓		✓	
Crowne Plaza meeting rooms			✓	
Storage areas			✓	
Exhibition hall mark out		✓		
Waste Disposal	✓	✓	✓	
Recycling			✓	
General electricity	✓	✓	✓	
Loading/unloading area		✓		