

## Why not hold your Away Day here?

We provide:

- Well resourced Conference/training room and breakout room
- Pleasant surroundings and friendly staff
- Free drinks and biscuits
- Location less than two minutes from Thornes Park and Sports Stadium

We can also arrange:

- Provision of food with outside caterers at extra cost.
- Event facilitation

Cancellation within a week of the booking results in a cancellation fee of 50%

### BOOKING

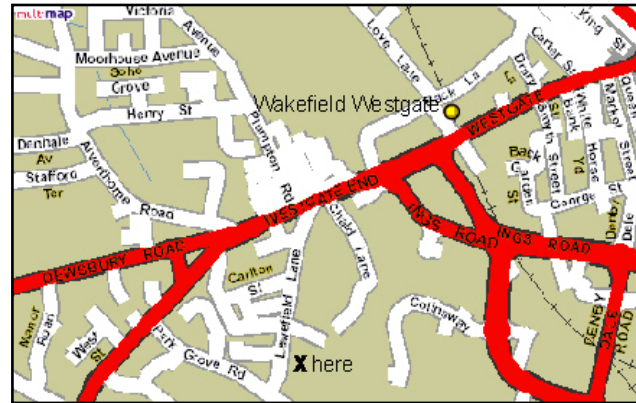
For further information, to check availability and make bookings, please contact  
fit4funding Tel: 01924 239063  
Email: [info@fit4funding.org.uk](mailto:info@fit4funding.org.uk)

### Local accommodation

For information contact:

Tourist Information Centre  
The Bull Ring  
Wakefield  
WF1 1HB  
Tel: 0845 601 83530845 601 8353  
Email: [tic@wakefield.gov.uk](mailto:tic@wakefield.gov.uk)

## How to find us



### From Wakefield Westgate Station

Fit4funding is 10 minutes walk from the station. From the entrance turn right onto Westgate. At the pedestrian crossing cross to LHS of road and walk under the railway bridge. Continue walking until you reach 'The Wagon' public house on your left and turn left into Lawefield Lane. Fit4funding is on the left towards the end of the road as you approach the park.

### MetroConnect from Bus Station or Wakefield Kirkgate Station

Use this free bus service, which connects both railway stations and the bus station, to get to Wakefield Westgate station and follow instructions above.

### Approaching Wakefield from the M1

Take exit 39 A636 (Denby Dale exit) into Wakefield. As you approach the city centre, along Denby Dale Road, Clarence Park is on your left, turn left onto Park Avenue (before traffic lights). Continue along this road, past The Park School. Turn right into Lawefield Lane. fit4funding is at 93, immediately on your right.

### From other directions

From Wakefield city centre follow A638 signs to Dewsbury. Continue along the road past Wakefield Westgate station into Westgate End towards Dewsbury. Approximately 200 yards from the station turn left into Lawefield Lane immediately after 'The Wagon' public house on your left into Lawefield Lane. fit4funding is on the left towards the end of the road as you approach the park. **There are limited parking spaces but on street parking is available.**

**Fit4Funding**  
The Charities Information Bureau

## ROOM HIRE Charges



**Fit4funding**  
(The Charities Information Bureau)  
93 Lawefield Lane  
Wakefield  
West Yorkshire  
WF2 8SU  
Tel:01924 239063  
[www.fit4funding.org.uk](http://www.fit4funding.org.uk)

# Facilities

## Training Room



A fully equipped training room, suitable for groups of up to 20 (or meetings of up to 30) in total, is available for hire between 9.30 am and 4.30 pm weekdays with the following facilities:

- Air Conditioning.
- An Induction Loop system.
- Use of a flip chart and overhead projector.
- Laptop with projector and interactive whiteboard available for use by arrangement. The laptop runs under MS Windows XP Professional, has access to Internet with MS Office 2000 software installed including Word, Excel, and Powerpoint.



## Meeting/Breakout Room

A small meeting/breakout room is available suitable for up to six people.



## Charges

### Conference/Training room

#### **Third Sector:**

Daily rate £90, Half day rate £50

#### **Other:**

Daily rate £120, Half day rate £70

### Meeting room/breakout room

#### **Third Sector:**

Daily rate £30, Half day rate £20

#### **Other:**

Daily rate £50, Half day rate £35

## Health and Safety

- All our electrical equipment is regularly tested.
- All fire exits are marked and Fire Evacuation procedure notices are placed round the offices.

## Accessibility

- Our offices have ramp access to the front door.
- On the ground floor there is wheelchair access to a unisex toilet. The training room is also on the ground floor and is wheelchair accessible.
- There is disabled parking available - if required, prior notice would be appreciated.

## Refreshments

- Tea, coffee, soft drinks and biscuits provided on arrival
- Provision of food can be arranged with outside caterers at extra cost. fit4funding
- Fit4funding has a no smoking policy

