

RBLI VENUES

Training & Meeting
Facilities For Hire



VENUES



CAPEL MORRIS CENTRE

The Capel Morris Centre in Aylesford is a great venue to hold courses, workshops and meetings. Complete with an on-site manager to answer queries, requests and to make sure you are getting the best experience possible.

The Capel Morris Centre is easily accessible from the main road, hosting a private car park and with public transport and train station a ten minute walk away.

Complete security

The building is set in private grounds and not disturbed by traffic noise or crowds of passers by. The reception desk is manned during the day, and the building is securely locked up and alarmed overnight.

Disability friendly

The Capel Morris Centre is particularly suited to the needs of people with a disability and is equipped to easily accommodate wheelchairs with wide internal doorways and aisles, large WC and automatic opening front doors.

A range of specialist disability aids are available, such as height adjustable desks, pen readers, screen magnifiers and text enlargement computer screens.





Meeting Room 1 offers:

- Built-in projector & pull down screen
- Flip charts with pens
- Mobile whiteboard available
- Wireless broadband
- Laptop hire if required

Meeting Room 2 offers:

- Built-in projector & pull down screen
- Flip charts with pens
- Mobile whiteboard available
- Wireless broadband
- Laptop hire if required

Meeting Room 3 / Community Centre Offers:

- Built-in projector & pull down screen
- Flip charts with pens
- Mobile whiteboard available
- Wireless broadband
- Laptop hire if required

The IT Suite offers:

- 10 computers (a mix of desktop and laptop)
- 2 height adjustable desks for delegates who may prefer to stand
- Printing, scanning and copying facility

The IT Suite is perfect for group computer sessions, with a simple layout to keep everyone involved.





Catering

The option to have your day catered is possible at the Capel Morris Centre, with an on-site catering manager at hand, providing hot and cold meals from a menu, as well as snacks at times that suit your program. We also consider people that might have a special dietary need whilst preparing the meals.

Hot beverages are available throughout the day, and water is provided either in bottles or in dispensers.

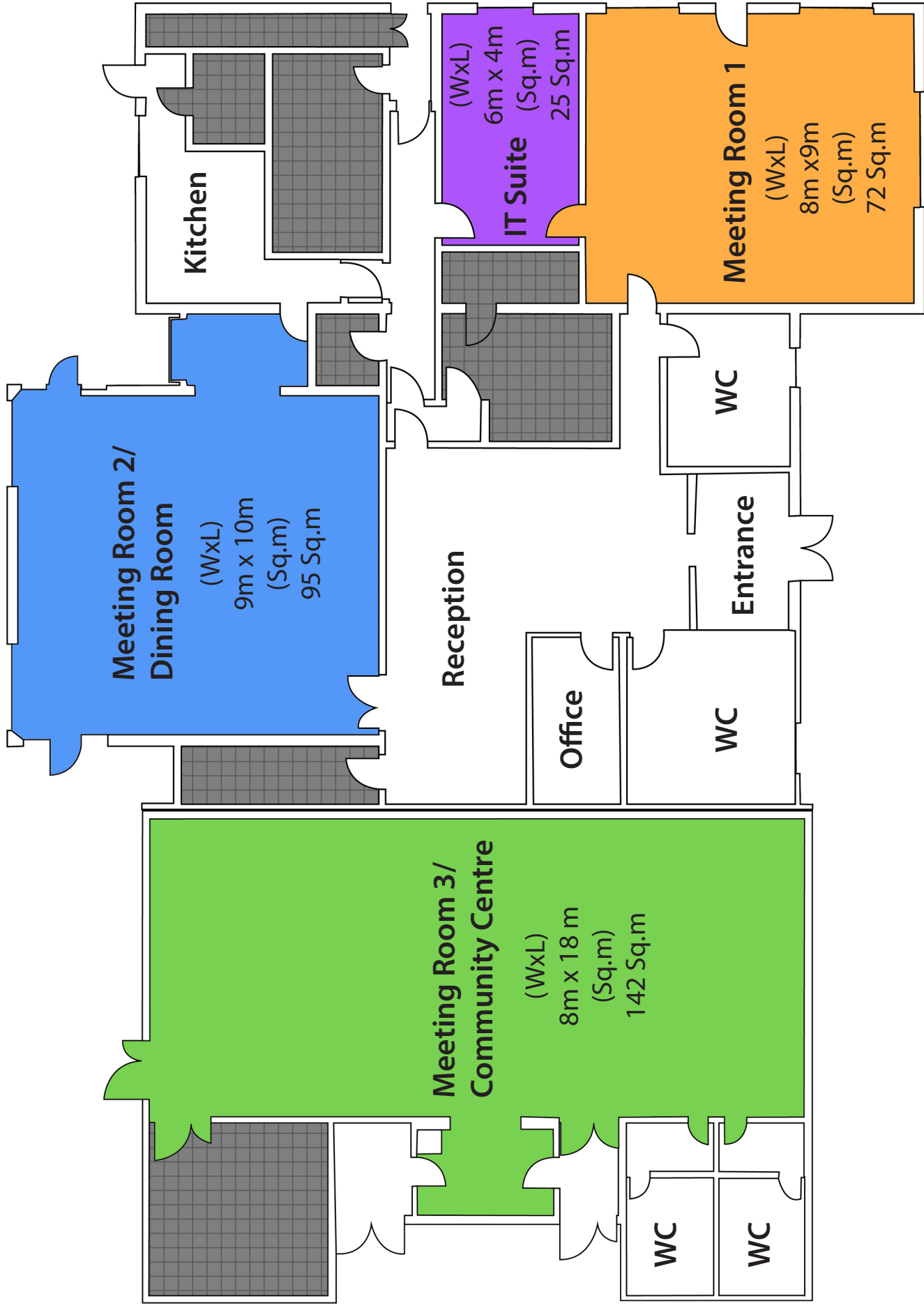
Office

A separate room that's ideal for one-to-one meetings is available as an office, interview room or for individual coaching.

Break Out Area

Our large and comfortable reception area doubles up as one of our break-out areas, with big leather chairs and sofas for small group discussions – or for a quiet read or last minute preparation during a break.





Rooms available to be laid out in Theatre, Classroom, Boardroom or Horseshoe styles.



Prince Philip Lodge

As well as renting the Capel Morris Centre, there is the option to rent out Prince Philip Lodge, for accommodation for your event.

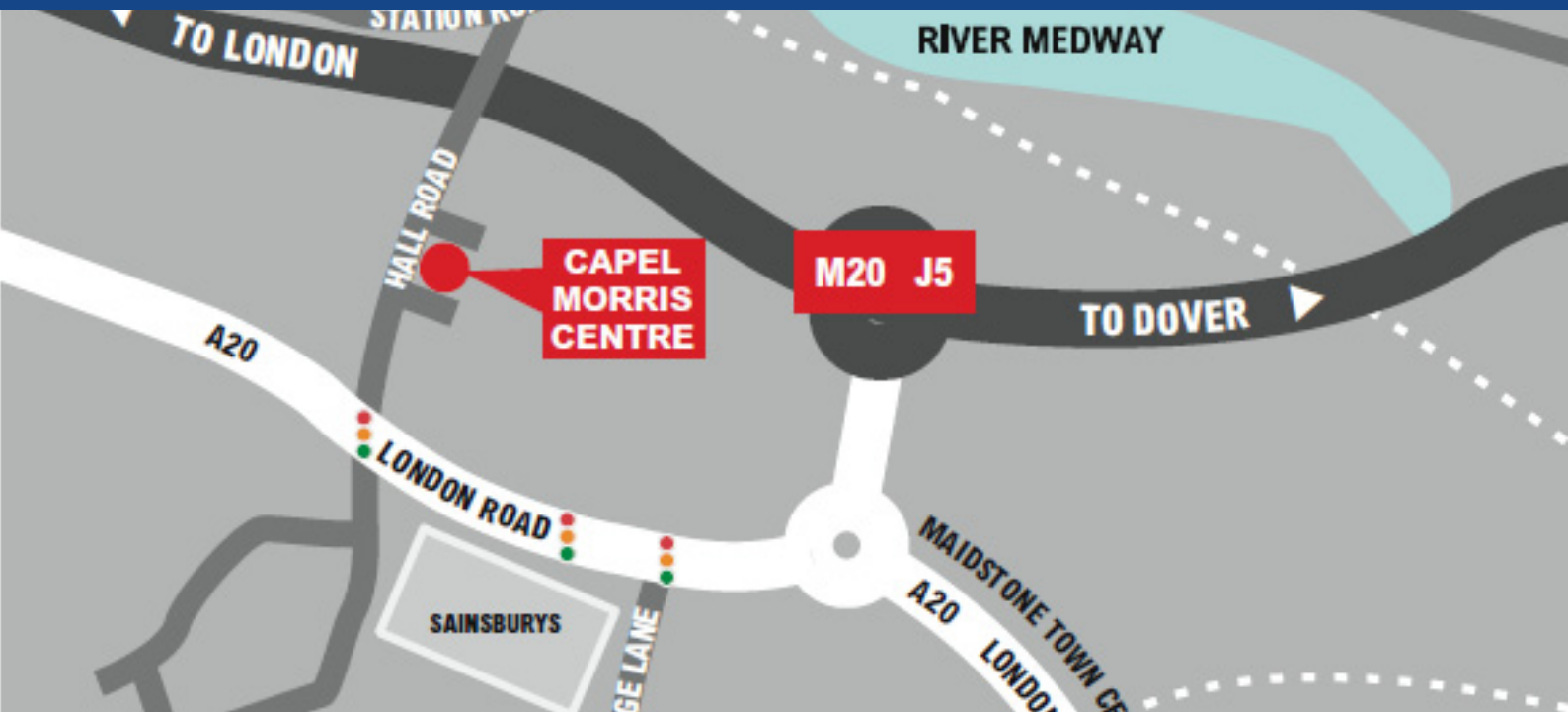
The Prince Philip Lodge consists of five, 2 bedroom, self catering flats located on the RBLI grounds for easy access.

For Further information about Capel Morris Centre or Prince Philip Lodge, please contact
0843 308 1383

Price List as at August 2013

Venue	Price	Amount of Time
Capel Morris Centre - Meeting Room 1	£150	Per Day
Capel Morris Centre - Meeting Room 2	£200	Per Day
Capel Morris Centre - Meeting Room 3 / Community Centre	£250	Per Day
Capel Morris Centre - IT Suite	£75	Per Day
Capel Morris Centre - Whole Centre	£350	Per Day
Prince Philip Lodge	£52.50	Per Night
Prince Philip Lodge	£262	Per Week

Location



By train

The nearest stations are Barming, Aylesford, Maidstone West and Maidstone East.

www.nationalrail.co.uk

By Bus

There is a regular service to and from Maidstone Town Centre on routes 71 and 72. Buses stop outside Sainsburys (coming from Maidstone) and Preston Hall gate (into Maidstone).

www.arrivabus.co.uk

By Car

From Junction 5 of the M20 follow the signs for A20 London Road, then at the third set of traffic lights (with Sainsburys and the Quarry Wood Retail Park on your left), take the right hand filter lane to turn right into Hall Road. Take the second turning on the right, to enter the Royal British Legion Village and the Capel Morris Centre will be the first building on your right. The visitors' car park is directly in front of the building.

About ROYAL BRITISH LEGION INDUSTRIES (RBLI)

Since 1919 Royal British Legion Industries has been supporting ex-Armed Forces personnel by training them in employability skills to ensure they have the best opportunities to enter the civilian workforce. Demand for RBLI's skill and expertise is undiminished among this generation's Service leavers and the wider disabled community. RBLI is a Social Enterprise and has a range of commercial activities that create 'profits' or surpluses to help fund the vital rehabilitation work we do. Clients of RBLI not only secure goods and services they need, of the right quality and price, but also enhance their own Corporate Social Responsibility commitment through working with us.

RBLI commercial activities cover a comprehensive range of HR services, sign manufacturing, wooden product fabrication, print, mail & fulfilment services, as well as venue hire.

For more information contact RBLI on 0843 308 1383



RBLI is a trading name of Royal British Legion Industries Limited. Registered office: Royal British Legion Village, Hall Road, Aylesford, Kent ME20 7NL. Limited by Guarantee. Registered in England No: 158479. Registered Charity No: 210063.