



# INSTITUTE OF ADVANCED LEGAL STUDIES

## CONFERENCE BROCHURE



Conference Facilities  
Training Facilities  
Daily Office Hire

School of Advanced Study  
University of London  
Institute of Advanced Legal Studies  
Charles Clore House  
17 Russell Square  
London  
WC1B 5DR

Tel: +44(0)20 7862 5841

Fax: +44(0)20 7862 5850

Email: [ials.conference@sas.ac.uk](mailto:ials.conference@sas.ac.uk)

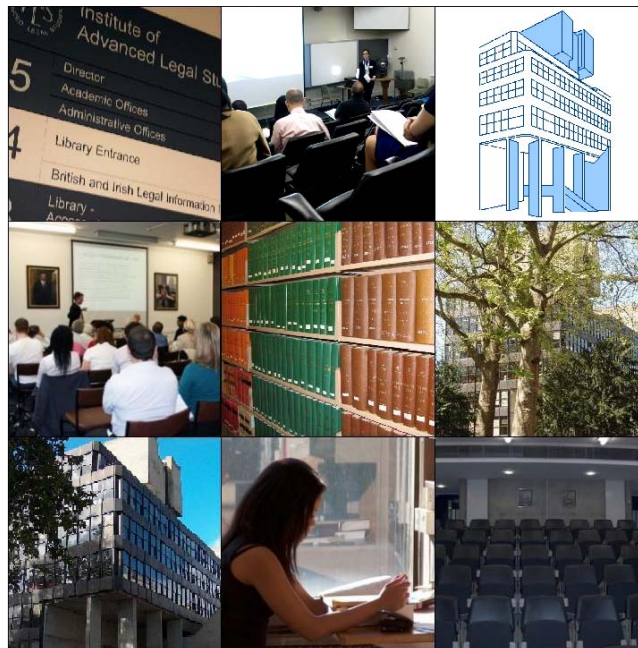
Web: <http://ials.sas.ac.uk/about/conference.htm>



# INSTITUTE OF ADVANCED LEGAL STUDIES

## History of the Institute

The Institute of Advanced Legal Studies was established in the University of London in 1946 to provide a national facility for advanced research in legal studies. It is funded by the Higher Education Funding Council as the national library for legal research. It is the research library of choice for UK and foreign scholars and for over a thousand postgraduate law students of the University of London and an important resource for judges, civil servants and legal practitioners. The Institute plays a significant role in carrying out legal research, in academic coordination and the development of academic and professional links through a renowned programme of research projects, workshops, inter-disciplinary study groups and postgraduate seminars and lectures. It also undertakes specialist legal training activities as part of a regular programme, and on a commissioned basis.



Subject to its own needs, and those of the School of Advanced Study of the University of London, the Institute makes its conference, office, meeting and catering facilities available to outside bodies. The Institute's modern purpose-built accommodation is situated for convenient access to the City and West End, and is minutes away from the railway stations at Euston, King's Cross and St Pancras, and with a direct link to Heathrow Airport via Russell Square underground station.





The Institute's facilities are ideally suited for a wide range of functions including conferences, lectures, seminars, meetings, exhibitions and social events, as well as day use of office rooms for work or interviews.



# INSTITUTE OF ADVANCED LEGAL STUDIES

## Room Capacity, Prices & Facilities

### Capacity

Room Style	Council Chamber	Conference Room	Teaching Rooms	Lecture Theatre
 Horseshoe	32 + speakers	25	18 – 28	N/A
 Classroom	33 + top table	28	18 – 28	N/A
 Theatre	80	60	40	100
 Boardroom	40	28	22 – 32	N/A

### Prices

Room			DELEGATE PACKAGES *no academic/charity discount	
	Full Day	Part Day	Full Day	Part Day
Conference Room	£300	£200	from £45 per person	from £30 per person
Council Chamber	£500	£350		
Lecture Theatre	£500	£350		
Seminar Rooms	£300	£200		

### *DELEGATE PACKAGES*

PLEASE SEE OUR MENUS FOR THE SELECTIONS OF MEALS AVAILABLE, AND THEIR COST

\* minimum of 10 delegates.

### Facilities

Equipment	Council Chamber	Conference Room	Seminar Rooms	Lecture Theatre	Office Rental
PC	YES	YES	YES	YES	NO
Data Projector	YES	YES	YES	YES	NO
Internet Access	YES	YES	YES	YES	YES

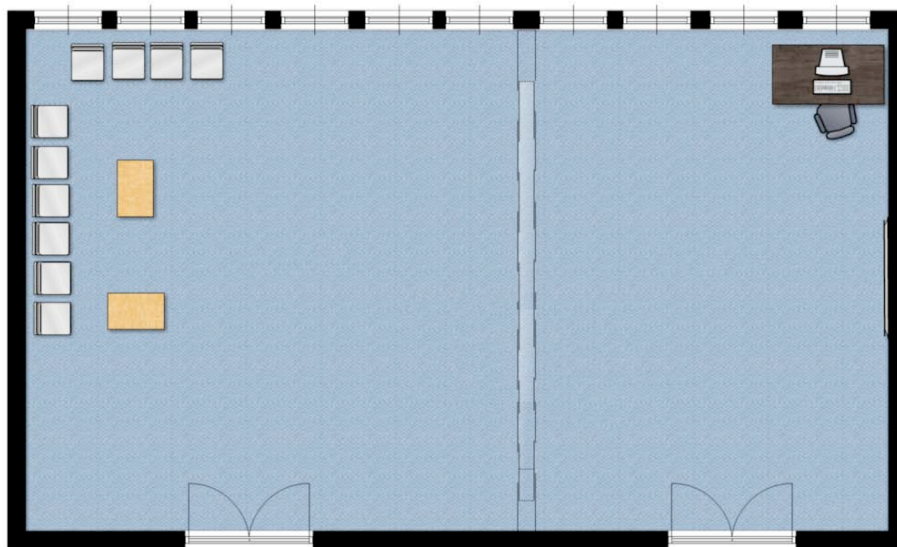


# INSTITUTE OF ADVANCED LEGAL STUDIES

## Council Chamber



## Conference Room



\*Floor plan is for layout purposes only and is not to scale.



# INSTITUTE OF ADVANCED LEGAL STUDIES

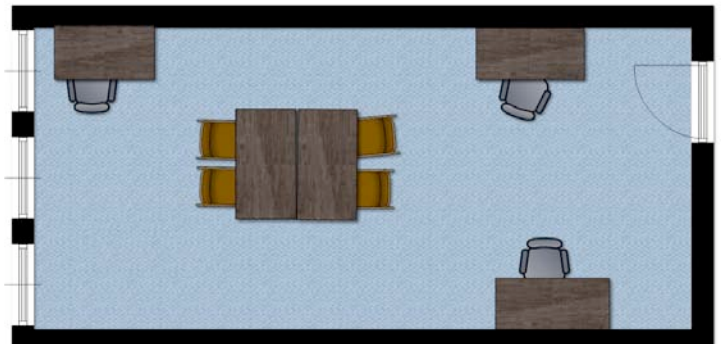
## Lecture Theatre



## Seminar Rooms



## Offices



\*Floor plan is for layout purposes only  
and not to scale



# INSTITUTE OF ADVANCED LEGAL STUDIES

## Delegate Packages

Our day delegate packages include room hire, refreshments and equipment for meetings for a minimum of **10** delegates.

### *Full day delegate package*

- ❖ Room hire from 08:30 – 17:30
- ❖ Three servings of tea, coffee and biscuits
- ❖ Buffet lunch (please see our menus)
- ❖ Still and sparkling water



### *Half day delegate package*



- ❖ Room hire from 08:30 - 12:30 or 13.30 – 17:30
- ❖ Tea, coffee and biscuits
- ❖ Either breakfast on arrival, buffet lunch (see menus) or afternoon tea (depending on time of booking)
- ❖ Still and sparkling water



Our catering is of a superior standard and offers a wide range of options including vegetarian, however if you have any specific dietary requirements please contact us before your meeting and we will attempt to provide suitable alternatives.



# INSTITUTE OF ADVANCED LEGAL STUDIES

## ❖ CAFÉ LEX ❖



*Hot soup of the day with freshly baked bread*



*Freshly-made sandwiches everyday*



*Paninis – with a selection of fillings*



*A selection of hot and cold drinks*

*Monday – Thursday* 9.30 am – 6.00 pm

*Friday* 9.30 am – 2.00 pm

*Saturday and Sunday* *Closed*

❖ wIALS Free Wireless Internet Access facilities