

Right Venues

About Right Venues

Right Venues was established in 2005 by Managing Director Liz Ackland, who has over 15 years' experience in the hospitality industry. Since then, the company has gone from strength to strength despite the tough economic climate, which is testament to the company's unparalleled expertise and professionalism in this sector.

We offer a complimentary venue-finding service where we use our knowledge, experience and relationships with UK and international venues to source the perfect venue for our client's specification.

Finding the perfect venue can be a stressful and time-consuming process, however by using Right Venues as a venue finding agent, we quickly and efficiently source the perfect venue for our clients, saving them both time and money.



Finding the Right Venue

What we can do for you

Finding the right venue for your meeting or event can be very stressful and take a long time. Right venues offer our clients:

Complimentary service

Right Venues receive payment through an industry standard commission paid by the venues we book with, which means there is no cost to our clients.

Extensive knowledge and experience

With over 15 years of experience in the industry, and having personally inspected many UK and International destinations; we can quickly and efficiently shortlist the right venues for our clients specification.

Service spanning the whole conference spectrum

We can help with event planning and venue finding, set and stage design, AV, lighting and production, team-building activities, corporate hospitality, guest speakers and entertainment, bespoke gifts and branded merchandise, travel and transfer logistics and group accommodation allocations.

A personal and tailored approach

When a client uses Right Venues, they will be assigned to their own account manager. This means that they will have a single point of contact who understands their exact requirements, which removes any stress and confusion over the event details.



Planning your meeting or event

Delegate Packages

The travel industry has a number of abbreviations. Below is a selection to help you when planning your meeting or event.

RO/ Bedroom Only Rate

An overnight stay where no breakfast is included.

B&B/ Bed & Breakfast

A B&B rate is offered when staying in a hotel and only breakfast is required.

DBB/ Dinner Bed & Breakfast

A DBB rate is offered when staying overnight in a hotel and you require dinner in the evening and breakfast the following day.

DDR/ Day Delegate Rate

Also known as an 8 hour rate. An inclusive package rate per person for a conference taking place during the day only. It usually includes: Hire of the meeting room/ 2 servings of tea & coffee/ lunch/ flipchart with paper and pens/ stationary/ mineral water.



Room Hire

This is when you pay solely for the hire of the room with nothing else included in the price. All other extras are chargeable. Most venues ask for a minimum number of attendees to be able to offer you a day delegate rate and if you fall below this they will offer you a room hire rate.

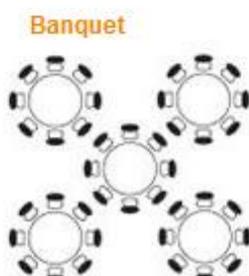
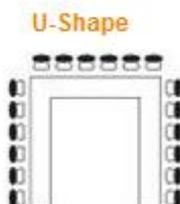
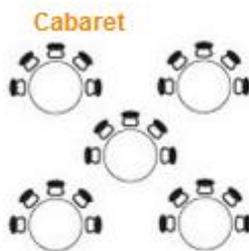
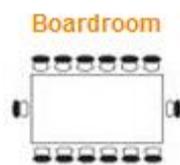
24hr Rate/ 24hr Delegate Rate

24hr rate includes all of the aspects of the day delegate rate with the following additions: dinner/ overnight accommodation/ breakfast.

Planning your meeting or event

Seating arrangements

Different events require different seating arrangements. Here are the most frequently used layouts and when they are used.



Boardroom Style

Ideal for executive meetings where all delegates need to be seated around one table.

Cabaret Style

Round tables suitable for events such as presentations, where all delegates face the front.

Classroom Style

For large training courses and workshops. Desks can be arranged either parallel or herringbone. Suitable for large formal events and exam style layout.

Theatre

Suitable for large groups and larger scale meetings and presentations such as product launches and demonstrations.

U-Shape

Ideal for training courses, this room layout allows for maximum interaction between presenter and audience

Banquet

Suitable for awards dinners and gala dinners where guests are able to be more socially engaged. Usually seats a table of ten.

Client Testimonials

Our clients

Excellent service is essential for building a loyal client base. Here are a few long-standing clients who have expressed their satisfaction with Right Venues.



Excel Publishing

“Many thanks to Liz and Right Venues for help making the transition from holding events in Manchester to holding our inaugural Housing Innovation Awards in London that much easier. Any queries that arose Liz and Right venues were on the case, it made my job as the events co-ordinator a whole lot less stressful and the event itself a whole lot more enjoyable. We will be planning next year’s events with Right Venues for certain”

Amber Ingles – Excel Publishing



Police Commissioners

“Can I say a massive big thank you to you and Michelle for all your hard work yesterday and today. It was really good of you to offer to help us out and as you know we needed it. You and Michelle have been upgraded to A Star Team which was invaluable for organising front of house, as you know that creates first impression.”

Dawn – Association of Police and Crime Commissioners



VBB Associates

“Many thanks to Liz, everything went fine and the participants were much impressed with the venue and the attentive staff at Taplow House. As said before I will certainly use your service again in the future.”

Hilde – Van den Braak, Bearse & Associates

Contact

Right Venues

Right Venues office hours are 9:00am-5:00pm Monday – Friday and we are always happy to discuss any enquiries or answer any questions.

Address:

The Corn Exchange
Exchange Square
Manchester
M4 3TR

Telephone:

0845 225 3860

Email:

info@rightvenues.com

Website:

www.rightvenues.com

Twitter:

@RightVenues

Facebook:

www.facebook.com/RightVenues

LinkedIn:

http://www.linkedin.com/profile/view?id=40724626&trk=tab_pro