

BOOKING ROOMS, GARDENS AND PARTIES IN COLLEGE from 1 September 2020

Before booking, please read the conditions for use of College facilities

OUT OF FULL TERM

ALL ROOMS AND GARDENS (except the Chapel, Domus Room, and Master's Lodge and Garden)	Conference Office	Email: conferencing@clare.cam.ac.uk
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IN FULL TERM

Rooms in green can be used as supervision rooms and booked by emailing the Conference office conferencing@clare.cam.ac.uk

<u>ROOM/GARDEN</u>	<u>NUMBERS PERMITTED DUE TO SOCIAL DISTANCING</u>	<u>BOOK WITH</u>	<u>CONTACT</u>
<div style="background-color: #00FF00; padding: 2px;">Blythe Room</div> Castle End Meeting Rooms 1 <div style="background-color: #00FF00; padding: 2px;">Castle End Meeting Rooms 2 & 3</div> Gatehouse Music Practice Rooms <div style="background-color: #00FF00; padding: 2px;">Supervision Room P5</div> <div style="background-color: #00FF00; padding: 2px;">Memorial Court Lawns (Easter term for croquet only)</div>	<u>10</u> <u>5 & 5</u> <u>2</u> <u>3</u>	Porters (or via an Administrator)	Online Booking Form
<div style="background-color: #00FF00; padding: 2px;">The Riley Auditorium</div> Elton Room <div style="background-color: #00FF00; padding: 2px;">Bowring Room</div> Glover Room <div style="background-color: #00FF00; padding: 2px;">Gillespie Centre Office</div> Garden Room	53 15 10 6 3	Conference Office	Online booking form
Latimer Room Godwin Room Temporary Dining Room/Buttery		Catering Manager	Online booking form
Scholars' Garden Memorial Court Lawns		Head Gardener	Email: spe21@cam.ac.uk
JCR & Bar Functions including ENTS and Bops		Head Porter	Online booking form
<div style="background-color: #00FF00; padding: 2px;">Bennett Room</div> Chapel	11	Head of Chapel Office/Choir Administrator	Email: choir-administrator@clare.cam.ac.uk
MCR		MCR President	Email: mcr-president@clare.ac.uk
<div style="background-color: #00FF00; padding: 2px;">Domus Room</div>	8	Undergraduate Admissions Administrator	Email: undergrad-admissions-admin@clare.cam.ac.uk

Great Hall Small Hall Buttery Fellows' Garden Thirkill Room (for Fellows only)		Out of use due to building work	
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