



THE PITT
BUILDING

A conference centre of distinction



HISTORY

An historical building of architectural interest, The Pitt Building is steeped in Cambridge's publishing and academic history. The building was commissioned in honour of William Pitt the Younger, an undergraduate of Pembroke College and Prime Minister from 1783 to 1801 and 1804 to 1806.

In 1831, the foundation stone for The Pitt Building was laid and the building was handed over to the University of Cambridge in 1833. The building subsequently housed the printing and publishing offices of Cambridge University Press for over 100 years.

Recently renovated to the highest modern standards, The Pitt Building now offers professional conference and meeting facilities for between 2 and 250 people.

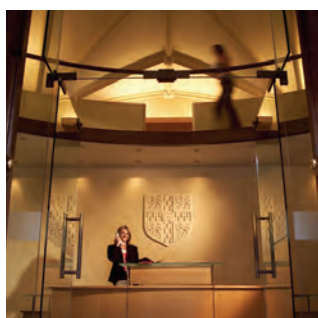
WELCOME TO THE PITT BUILDING

The Pitt Building offers an outstanding range of modern conference facilities, combined with an historical atmosphere and first-class hospitality. A superb combination of well-equipped training rooms, meeting rooms and syndicate rooms have all been designed with flexibility in mind and are managed by an experienced events team who understand the needs of organisers, trainers and delegates.



LOCATION

The Pitt Building is located in the heart of the historic city centre of Cambridge. Less than an hour by train from central London, the building is well placed for exploring the popular city centre attractions yet is just moments away from the tranquillity of the banks of the River Cam.



FACILITIES

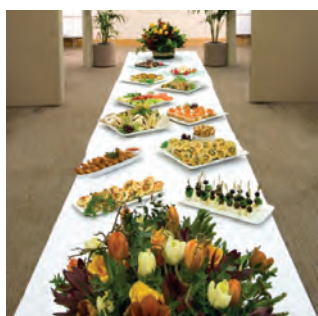
We can offer you:

- 3 spacious conference suites each accommodating up to 100 people
- 1 boardroom with dramatic Gothic features seating up to 26 people
- 3 smaller syndicate rooms suitable for up to 15 people
- Additional areas for registration, refreshments and networking

WHY CHOOSE THE PITT BUILDING FOR YOUR EVENT?

You will have:

- The choice of 7 flexible meeting rooms all with natural daylight
- A generous and transparent delegate package
- Complimentary use of the very latest audio-visual equipment
- Complimentary WiFi access throughout the building
- Air conditioning
- Tailored catering packages
- Comprehensive office facilities
- Year-round availability
- A conference team on hand to assist and advise you
- Historic and conveniently central location



DARWIN ROOM

A versatile and spacious ground-floor conference suite with climate control, natural light, built-in high specification audio-visual equipment and WiFi internet access.

Room layout	Boardroom	Cabaret	Classroom	Reception	Theatre	U-Shape
Capacity	32	50	40	150	100	25



NEWTON ROOM

Also on the ground floor, the Newton Room has a more intimate feel. With all the technical specifications of the Darwin Room, this room is ideal for training sessions or smaller boardroom meetings. The two rooms are connected by the rear reception area which can be used for refreshments or display space.

Room layout	Boardroom	Cabaret	Classroom	Reception	Theatre	U-Shape
Capacity	24	32	16	100	35	15



BENTLEY ROOM

Our newest room, the Bentley Room, is a superb addition to our meeting room portfolio. Recently refurbished to the highest modern standards, the room is of generous proportions and offers built-in widescreen projection equipment with Blu-ray capabilities, WiFi internet access, magnetic walls for displays and a dedicated multi-drinks station with lounge facilities.

Room layout	Boardroom	Cabaret	Classroom	Reception	Theatre	U-Shape
Capacity	28	40	24	70	50	20



'I wouldn't hesitate to recommend this venue to others. The rooms are comfortable and spacious and all the facilities are provided'

UNIVERSITY OF CAMBRIDGE, INSTITUTE FOR MANUFACTURING

ORIEL ROOM

Arguably one of the most stunning meeting rooms in Cambridge, this handsome Gothic room is perfectly suited to executive board meetings. The room features a solid oak table fixed in an open rectangle, with individual lights, generous leather chairs and a stunning oriel window.

Room layout	Boardroom	Cabaret	Classroom	Reception	Theatre	U-Shape
Capacity	26	—	—	30	—	—



'The Pitt Building is a very stylish and attractive venue, in a very good location in the centre of Cambridge and we were provided with excellent and friendly service and support'

BIOPTICA

CONTACT THE EVENTS OFFICE: (01223) 330807



CASS ROOM

One of two adjoining rooms on the first floor, the Cass Room is a light, airy room ideal for meetings and training courses. There is an interconnecting door to the Wright Room.

Room layout	Boardroom	Cabaret	Classroom	Reception	Theatre	U-Shape
Capacity	10	—	—	25	—	—



WRIGHT ROOM

On the first floor, with dual aspect windows, the Wright Room features a wall-mounted LCD screen suitable for presentations. The book-lined walls create a quiet, studious atmosphere making it an ideal space for interviews, boardroom meetings or a syndicate room for larger meetings.

Room layout	Boardroom	Cabaret	Classroom	Reception	Theatre	U-Shape
Capacity	15	—	—	25	25	—



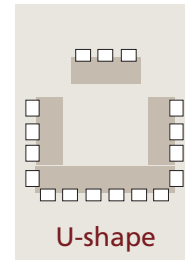
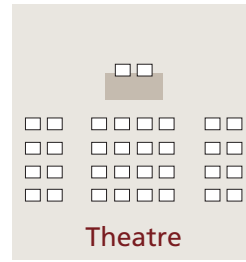
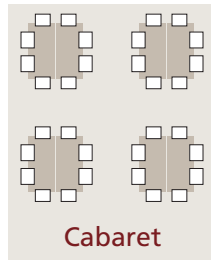
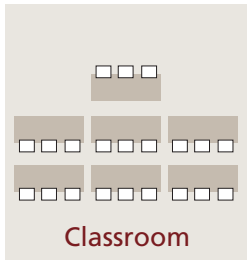
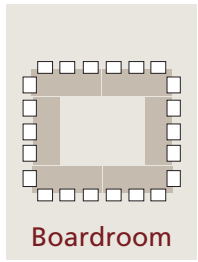
THOMAS ROOM

A compact room on the first floor, suitable for smaller meetings. It is often hired for use in addition to another meeting room or as a conference office, and has a multi-drinks station for delegates benefit.

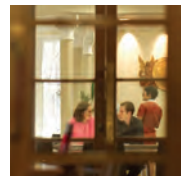
Room layout	Boardroom	Cabaret	Classroom	Reception	Theatre	U-Shape
Capacity	8	—	—	—	—	—

FACILITIES OVERVIEW

Room layouts



	Boardroom	Theatre	Reception	U-shape	Cabaret	Classroom	Dimensions
Darwin	32	100	150	25	50	40	18 x 8 x 2.8m
Newton	24	35	100	15	32	16	14 x 8 x 2.8m
Bentley	28	50	70	20	40	24	8.6 x 8 x 3.6m
Oriel	26	—	30	—	—	—	11 x 7 x 8m
Cass	10	—	25	—	—	—	6 x 4.5 x 3.5m
Wright	15	25	25	—	—	—	7 x 4.5 x 3.5m
Thomas	8	—	—	—	—	—	4.8 x 3.2 x 3.5m



	WiFi	Daylight	Air Con	Telephone Sockets	DVD and VCR	Electronic Whiteboard	Induction Loop	Disabled Access
Darwin	✓	✓	✓	4	✓	✓	✓	✓
Newton	✓	✓	✓	4	✓	✓	✓	✓
Bentley	✓	✓	✓	2	✓	✓	—	✓
Oriel	✓	✓	—	1	✓	✓	—	✓
Cass	✓	✓	✓	2	✓	✓	—	✓
Wright	✓	✓	✓	2	✓	✓	—	✓
Thomas	✓	✓	✓	2	✓	✓	—	✓



OUR CUSTOMER COMMITMENT

The Pitt Building Events Team wish to ensure every event is successful. We aim to deliver an exceptional quality service that is friendly and tailored to suit your needs.

BEFORE THE EVENT

- We will have staff available to answer your telephone call or discuss your booking Monday to Friday 08.30–17.30. During this time if you leave a message, we will respond the same day. Outside of these times, we will return your call at the beginning of the next working day.
- We will respond to your enquiries via e-mail or the website within one working day
- We will send an email confirmation of your booking within 3 working days

DURING THE EVENT

- We will give you a warm welcome, check the final details of your event and provide you with any information you need
- We will ensure that there is a member of staff available at all times, on reception, or in the Events Office to respond to any queries
- We will deal with queries or complaints efficiently and courteously, aiming to resolve problems immediately whenever possible
- We will, whenever we can, cater for any special requests such as dietary requirements or access arrangements

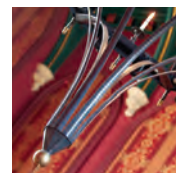
AFTER THE EVENT

- We will ensure that any paperwork or electronic files are treated as confidential and either returned or destroyed as appropriate
- We will invoice accurately and promptly within 30 days of the event

FEEDBACK

We value and welcome all feedback from customers. If you would like to give feedback either:

- Complete a feedback form during your event – it can be left in your room, given to any member of staff or dropped in the box in reception
- Complete a form online
www.cambridge.org/pittbuilding/feedback.asp
- Email pittbuilding@cambridge.org
- Speak to a member of the Events team, either by telephone on 01223 330807 or in person during your event.



OUR ENVIRONMENTAL COMMITMENT

We acknowledge our business activities have an effect on the environment and we are committed to reducing this impact by re-using, recycling and reducing resources by:

- *Monitoring and reducing energy usage wherever possible*
- *Using tap water, filtered and bottled in our kitchen with reusable bottles*
- *Recycling as much of our waste as possible*
- *Turning off computers, lights and equipment when not in use*

WHAT YOU CAN DO TO HELP

BEFORE THE EVENT

- *Please provide us with complete and correct information and update us with any changes.*
- *Consider sustainable transport options such as public transport and Park and Ride*
- *Where possible reduce paper use with double-sided printing or electronic documents*

DURING THE EVENT

- *Turn off lights and equipment when not in use*
- *Let us know if the room is too warm or too cool*
- *Please encourage your delegates to use our recycling bins*

AFTER THE EVENT

Please let us know if you have any comments or suggestions about reducing our environmental impact.





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EVENTS OFFICE

*Telephone: (01223) 330807
Email: pittbuilding@cambridge.org
www.cambridge.org/pittbuilding*

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The Pitt Building is owned and operated by Cambridge University Press.