

Meet the Team

The Leicester Conferences sales, marketing and events team at the University of Leicester is solely dedicated to provide exceptional conference, meeting and event services. The team's daily activities focus 100% on looking after the needs of all our customers – from helping with general enquiries and bookings through to complex event planning and coordination.

"I have been with the team for 6 years and thoroughly enjoy organising a variety of events. It is always pleasing when conferences return year on year and enables us to build good relationships with organisers. I have witnessed many improvements in the service and look forward to being part of future developments"

Emma Kettle – Sales & Marketing Team

"Working for Leicester Conferences is hard work at times but very enjoyable and rewarding. I have been with the team for 4 years now and hope to continue developing my role"

Tracey Sneath – Sales & Marketing Team

"Since joining the team in April 2007 I have enjoyed processing a wide variety of enquiries and I look forward to gaining more experience over the coming years"

Charlotte Leake – Sales & Marketing Team

"Over the past ten years, my role has been enjoyable and challenging coordinating anything from a meeting for 10 up to a convention for 1000 people. It's been great to see the University of Leicester growing and progressing over the years"

Josephine Riley – Event Coordination Team



"Since joining the conference team in May 2008, I have been dealing with the Co-ordination of residential and day conferences. I hope to continue developing my role & gain more experience over the coming years"

Helen Ball – Event Coordination Team

"I've been with the team since May 2008, so am still on a learning curve! I enjoy working in the busy office"

Bakshinder Mann – Sales & Marketing Team

"I have been part of the team for 10 years. I enjoy the diversity of the position, anything from processing refreshment bookings, to dealing with large day meetings, conferences, parties and wedding receptions. I enjoy meeting new people and it is always a pleasure to welcome back our regular clients"

Teresa Powdrill – Sales & Marketing Team

If you have any upcoming event you wish to discuss with the team or wish to make a general enquiry, email conferences@le.ac.uk or give us a call on **0116 271 9933**.



Leicester Conferences Reaches for the Stars

Leicester Conferences at the University of Leicester are proud to announce we have been awarded three-star status by Visit Britain's Quality Assurance Scheme, making it the first university conference and guest accommodation provider in the Midlands region to receive an accredited star rating.

The award has been given to the University's residential site located in the leafy green Leicester suburb of Oadby. The site includes venues ranging from picturesque Edwardian Arts and Crafts style buildings to the recently opened state-of-the-art John Foster Hall with 571 en suite bedrooms, fully equipped conference rooms, large dining hall and hospitality bar.

Trevor Miller, Conference and Hospitality Sales and Marketing Manager said: "Achieving the Quality in Tourism accredited status was the result of a combined effort from all areas of our conferencing and events business involving the entire team here at the University. We are delighted to receive a three star rating for all our venues assessed especially since it truly reflects our on-going commitment to provide excellent quality facilities combined with first-rate service and hospitality. There is a significant list of criteria that needs to reach a high standard to achieve three stars; above all, the level of service is examined from courtesy, knowledge, skill and attention to each individual guest, especially important when dealing with large conference groups."



"This is a huge achievement and it recognises the dedication to customer service of every member of our team and we're absolutely delighted."

Trevor Miller
Conference & Hospitality Sales & Marketing Manager



Oadby Campus

City Campus



Day Conferences, Meetings & Events

For all your day conferences and events, Leicester Conferences offer two superb locations to choose from. Whether you prefer to hold a meeting near the vibrant city centre at our City Campus, or the tranquil leafy green setting of Oadby at the Halls of Residence, you will benefit from good road, rail & air access making our central UK location an ideal choice of venue.

Leicester Conferences at the University of Leicester provide year round day meeting facilities from 10 to 485 people in our extensive range of conference suites, seminar rooms & lecture theatres, the majority boasting free fixed & wireless internet access.

The Charles Wilson Building within the City Campus features meeting rooms with seating capacities from 10 – 200 people. All meeting rooms benefit from natural daylight with several enjoying stunning views of the city and adjacent Victoria Park. The campus also features several purpose built state-of-the-art lecture theatres with seating capacities from 68 – 485 people.

The Halls of Residence in Oadby are situated within a 40 acre site with beautiful landscape grounds and stunning botanic garden. The location combines impressive early nineteenth century houses and contemporary state of the art conference venues making Oadby an idyllic setting for any event.

Our newest Hall of Residence John Foster Hall has seating capacities of 10 – 110 each with built-in AV equipment and PA system as standard in all meeting rooms.

Gilbert Murray Hall our largest most versatile facility has several multi-purpose rooms located around a central conference hall with seating capacities from 20 – 450 people as well as a hospitality area ideal for small exhibitions.

Beaumont Hall is an elegant conference venue dating back to 1904. The Wedgwood and Music Rooms offer an exquisite setting for day meetings with direct access to the botanic garden which delegates can take advantage of during refreshment breaks.

Our full or half day delegate rates provide excellent value for money suiting all budgets. Our award winning conference team are dedicated and professional, providing outstanding service to all our customers. We will take care of all your event needs from start to finish.

To make an enquiry or request a brochure, please contact the Conference Office on:

Tel: 0116 271 9933 or **Email:** conferences@le.ac.uk for further information.

New State-of-the-Art Lecture Theatre – Setting the Standard



The University of Leicester has recently opened its newest lecture theatre with two of the best known names from the world of science.

Professor Sir Alec Jeffreys and Professor Stephen Hawking recently presented lectures in the new theatre, part of the impressive £32m David Wilson Library project.

The University of Leicester was the centre of a historic discovery over two decades ago when Professor Jeffreys discovered DNA fingerprinting. His recent lecture was entitled *Genetic Fingerprinting – Past, Present and Future*. Professor Hawking, who is an honorary graduate of the University of Leicester, presented his world famous lecture, *The Origin of the Universe*.

The theatre is fully equipped with a state-of-the-art audio visual system for all your presentation needs and can comfortably seat up to 484 delegates. In addition to the main seating space there is a dedicated seating area suitable for up to 17 speakers, presenters and organisers.

There are also 3 large seminar rooms available for use in conjunction with the theatre ideal for breakout sessions or board meetings.

For further information about booking this excellent new venue please contact Leicester Conferences on 0116 271 9933



Santa is on his way...

Leicester Conferences at the University of Leicester is the perfect place to celebrate the festive season, with two locations to choose from catering for parties large and small.

City Campus

Enjoy a celebratory carvery luncheon in the Garendon Suite from Monday to Friday throughout December. **Traditional Party Nights** provide festive fun for all which include a three course seasonal dinner and two complementary bottles of wine per table of ten. After dinner, dance the night and the mince pies away to our resident DJ and late bar.

Oadby Campus

Groups of 50 plus guests can enjoy **Traditional Party luncheons or Nights** in elegant surroundings. For convenience, guests attending evening parties can pre book single en suite accommodation with continental breakfast at a fantastic rate.

There are various dates available at both locations. For further information and to make a booking, please call our events team on **0116 252 2212**.

City Campus Carvery Luncheon £11.95 per person
Traditional Party Luncheons £26.95 (Oadby only)
Traditional Party nights £26.95
Bed and Continental Breakfast £30.00



AmeCon Success

AmeCon is the largest convention in the United Kingdom dedicated to the celebration of Japanese animation, comics and culture.

Following AmeCon hosting successful one-day events, committee members of Leicester Anime and Manga Club took the plunge to organise a small residential event at the University Oadby Campus during 2004. The group were overwhelmed and delighted with the popularity of the event and returned during 2006 to host a much larger event at the University's city campus. Leicester Conferences has been thrilled to host AmeCon for the past 3 consecutive years.

As a result of the increasing popularity of the event during 2006 AmeCon approached Leicester Conferences events team to manage delegate accommodation bookings. Attendees have now been successfully booking direct for 3 years, allowing the committee to focus on the programme content ensuring that all 1300+ guests have a memorable time.

AmeCon 2008 is predicted to be the largest and most successful Japanese Animation convention to date in the UK.

The City Campus provides the ideal environment for events such as AmeCon and should you like to know more about our Event Management Service or how Leicester Conferences can accommodate your event, please contact our team to discuss your requirements on [0116 271 9933](tel:01162719933).

AmeCon at a glance

- 3 lecture theatres to showcase the latest Japanese animation films to 150 – 250 delegates
- 6+ convention rooms for gaming and workshops
- Industry Exhibition featuring over 60 exhibitors
- Catering for 1300+ delegates daily
- Provision of bars and entertainment space which includes a finale fashion show
- Cosplay* Triathlon and Cosplay/masquerade ball
- Over 400 en suite and 250 standard bedrooms used over 4 nights

*Cosplay meaning to dress in costume of a Japanese anime character



Event UK

Leicester Conferences exhibited at this year's 'new look' Event UK (previously the National Venue Show). The show ran over 2 days in September 2008 and offered organisers access to 100's of event venues, audio visual suppliers and destinations.

Trevor Miller, Conference and Hospitality Sales and Marketing Manager at Leicester Conferences says 'Our aim was to put some fun back into event organising and visitors who took part in our 'awaken your senses' game certainly left the stand smiling! On a more serious note our friendly team was on hand assisting with event enquiries and to provide an insight into the world of Leicester Conferences'.

Self Catered Accommodation

Mary Gee

For one summer only Leicester Conferences are delighted to offer self catered group accommodation at our Mary Gee Residences from July to September 2009. Mary Gee offers single standard bedrooms with access to fully equipped kitchens at unbeatable rates.

Mary Gee at a glance:

- Single standard bedrooms with washbasins
- Fully equipped kitchens/dining area
- Complimentary broadband internet access in all bedrooms
- Telephone payable by phone card in each bedroom
- Common Room for hire
- Free car parking
- Walking distance to Leicester City Centre (20 minutes)
- Accommodation available per house



- Towels provided
- Tea/coffee making facilities

Rates (inclusive of VAT)

Per House (Accommodates 10 people)

£800 per week inclusive

Special rate – family of four £500 per week inclusive

Ideal family accommodation
for Special Olympics GB
Summer Games Leicester 2009

