



## Useful contact list

### Hospitality & Events

|                                 | Telephone   | Email                                                                                                | Website                                                                                       |
|---------------------------------|-------------|------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Conferences & Venues            | 64100       | <a href="mailto:conference@manchester.ac.uk">conference@manchester.ac.uk</a>                         | <a href="http://www.conference.manchester.ac.uk/">http://www.conference.manchester.ac.uk/</a> |
| Chancellors Hotel               | 67414       | <a href="mailto:chancellors@manchester.ac.uk">chancellors@manchester.ac.uk</a>                       | <a href="http://www.chancellorshotel.co.uk/">http://www.chancellorshotel.co.uk/</a>           |
| Hotel bookings (via ConferCare) | 68802       | <a href="mailto:confercare-online@manchester.ac.uk">confercare-online@manchester.ac.uk</a>           |                                                                                               |
| Taste Manchester                | 64083/52751 | <a href="mailto:tastemanchester@manchester.ac.uk">tastemanchester@manchester.ac.uk</a>               | <a href="http://www.tastemcr.com/">http://www.tastemcr.com/</a>                               |
| Chancellors Collection          | 52675       | <a href="mailto:chancellors.collection@manchester.ac.uk">chancellors.collection@manchester.ac.uk</a> | <a href="http://www.chancellorscollection.co.uk/">http://www.chancellorscollection.co.uk/</a> |

### Other University Venues

|                       |               |                                                                                          |                                                                                                                                                                   |
|-----------------------|---------------|------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Manchester Museum     | 58788         | <a href="mailto:Chloe.gray@manchester.ac.uk">Chloe.gray@manchester.ac.uk</a>             | <a href="http://www.museum.manchester.ac.uk/aboutus/venuehire/">http://www.museum.manchester.ac.uk/aboutus/venuehire/</a>                                         |
| Martin Harris Centre  | 61669         | <a href="mailto:alex.shaw@manchester.ac.uk">alex.shaw@manchester.ac.uk</a>               | <a href="http://www.martinharriscentre.manchester.ac.uk/about-us/venue-hire/">http://www.martinharriscentre.manchester.ac.uk/about-us/venue-hire/</a>             |
| Nowgen                | 0161 276 5956 | <a href="mailto:Bookings.Nowgen@cmft.nhs.uk">Bookings.Nowgen@cmft.nhs.uk</a>             | <a href="https://research.cmft.nhs.uk/facilities-services/meeting-event-facilities">https://research.cmft.nhs.uk/facilities-services/meeting-event-facilities</a> |
| Whitworth Art Gallery | 57463         | <a href="mailto:leanne.lightfoot@manchester.ac.uk">leanne.lightfoot@manchester.ac.uk</a> | <a href="http://www.whitworth.manchester.ac.uk/visit/hire/">http://www.whitworth.manchester.ac.uk/visit/hire/</a>                                                 |
| UMIC                  | 0161 603 7754 | <a href="mailto:events@umic.co.uk">events@umic.co.uk</a>                                 | <a href="http://www.umic.co.uk/umic-events/">http://www.umic.co.uk/umic-events/</a>                                                                               |



The University of Manchester  
Conferences and Venues



| Other Useful Contacts         | Telephone      | Email                                                                                                                                                                      | Website                                                                                                                                               |
|-------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Media Services (AV equipment) | 52523          | <a href="mailto:mediaservices@manchester.ac.uk">mediaservices@manchester.ac.uk</a>                                                                                         | <a href="http://www.mediaservices.manchester.ac.uk/">http://www.mediaservices.manchester.ac.uk/</a>                                                   |
| Graphic Support Workshop      | 52545          | <a href="mailto:gsw@manchester.ac.uk">gsw@manchester.ac.uk</a>                                                                                                             | <a href="http://www.mediaservices.manchester.ac.uk/">http://www.mediaservices.manchester.ac.uk/</a>                                                   |
| House Services                | 52238<br>64994 | <a href="mailto:francis.s.green@manchester.ac.uk">francis.s.green@manchester.ac.uk</a><br><a href="mailto:angela.chant@manchester.ac.uk">angela.chant@manchester.ac.uk</a> | <a href="http://www.estates.manchester.ac.uk/services/operationalservices/">http://www.estates.manchester.ac.uk/services/operationalservices/</a>     |
| Central Teaching Spaces (CTS) | 57305          | <a href="mailto:cts@manchester.ac.uk">cts@manchester.ac.uk</a>                                                                                                             | <a href="http://www.estates.manchester.ac.uk/services/centralteachingspaces/">http://www.estates.manchester.ac.uk/services/centralteachingspaces/</a> |
| Outside Events on campus      | 51711          | <a href="mailto:peter.jacomb@manchester.ac.uk">peter.jacomb@manchester.ac.uk</a>                                                                                           |                                                                                                                                                       |
| VAT Office                    | 52165          | <a href="mailto:james.gillen@manchester.ac.uk">james.gillen@manchester.ac.uk</a>                                                                                           | <a href="http://www.finance.manchester.ac.uk/corporatevat/vat/">http://www.finance.manchester.ac.uk/corporatevat/vat/</a>                             |
| On Line Store                 | 58806<br>61706 | <a href="mailto:vanessa.menon@manchester.ac.uk">vanessa.menon@manchester.ac.uk</a><br><a href="mailto:lain.mackness@manchester.ac.uk">lain.mackness@manchester.ac.uk</a>   | <a href="http://estore.manchester.ac.uk/?compid=1">http://estore.manchester.ac.uk/?compid=1</a>                                                       |
| Procurement Office            | 51260          | <a href="mailto:procurement@manchester.ac.uk">procurement@manchester.ac.uk</a>                                                                                             | <a href="http://www.procurement.manchester.ac.uk/">http://www.procurement.manchester.ac.uk/</a>                                                       |
| Insurance Office              | 52243          | <a href="mailto:lucy.lynch@manchester.ac.uk">lucy.lynch@manchester.ac.uk</a>                                                                                               | <a href="http://www.staffnet.manchester.ac.uk/services/insurance/">http://www.staffnet.manchester.ac.uk/services/insurance/</a>                       |
| IT Services/Helpdesk          | 65544          | <a href="mailto:it-servicedesk@manchester.ac.uk">it-servicedesk@manchester.ac.uk</a>                                                                                       | <a href="http://www.itservices.manchester.ac.uk/">http://www.itservices.manchester.ac.uk/</a>                                                         |
| Sustainability team           | 57686          | <a href="mailto:es@manchester.ac.uk">es@manchester.ac.uk</a>                                                                                                               | <a href="http://www.sustainability.manchester.ac.uk/">http://www.sustainability.manchester.ac.uk/</a>                                                 |