

Rates Sheet

Room Hire Only Charges		24 Day Delegate Package	
	Full Day	Half Day/Evening	
Capella:	£450.00	£250.00	★ Full Day Meeting Room Hire
The Heritage Room:	£350.00	£175.00	★ Complimentary Wi-Fi
The Library:	£175.00	£ 75.00	★ LCD Projector and Screen
Breakfast Meeting/Day Delegate rate and 24Hour Delegate Rate			★ Flipchart and Pens
			★ Delegate Pads and Pencils
			★ Water and Sweets
			★ Arrival Tea, Coffee & Croissant
			★ Mid-Morning Tea, Coffee and Homemade Biscuits
			★ Buffet Lunch (Sandwich Buffet or 2 course Hot Lunch)
			★ Afternoon tea, Coffee and Homemade Cake
			★ 3 course Dinner
			★ Ensuite single occupancy accommodation
			★ Full English Breakfast
			★ Daily Newspaper
			£145.00 per delegate
			Sharing twin rate:
			£120.00 per delegate

Breakfast Meetings	Day Delegate Package
★ ½ Day Meeting Room Hire	★ Full Day Meeting Room Hire
★ Complimentary Wi-Fi	★ Complimentary Wi-Fi
★ LCD Projector and Screen	★ LCD Projector and Screen
★ Flipchart and Pens	★ Flipchart and Pens
★ Delegate Pads and Pencils	★ Delegate Pads and Pencils
★ Water and sweets	★ Water and Sweets
★ Arrival Tea, Coffee & Croissant	★ Arrival Tea, Coffee & Croissant
★ Full English Breakfast	★ Mid-Morning Tea, Coffee and Homemade Biscuits
★ Mid-Morning Tea, Coffee and Homemade Biscuits	★ Sandwich Buffet/Hot 2 course Buffet Lunch
£28.50 per delegate	★ Afternoon tea, Coffee and Homemade Cake
As above with Continental breakfast: £23.50 per delegate	£36.00 per delegate

Individual Items:

Catering and Refreshments	Table Treats
Filter coffee, tea and Chef's homemade biscuits/cake	<i>To help maintain energy levels and increase concentration.</i>
Bottled mineral water (litre)	Grazing Mix A selection of nuts, seeds and dried fruit
Jug of fresh orange/apple juice	Power Snacks Low-carb selection of fresh fruit & crudités
Fresh fruit platter, with yogurts, pastries and smoothies	
Continental Breakfast	
Full English Breakfast with Continental Buffet	
	<i>Have a special table treats request for your delegates? Let us know and we can arrange that for you.</i>

Car Parking

We have a 35-vehicle capacity car park exclusively for guests use at the rear of the hotel.

Confirmation

Deposit will be required to confirm a booking.

Final numbers and full pre-payment are required one week prior to the meeting.

Additional costs incurred on the day of the event must be settled on departure, unless credit arrangements have been agreed.

Cancellation Charges – Meetings

More than 3 months prior to arrival – confirmation deposit withheld | Within 3 months of arrival – 25%

Within one month prior to arrival – 75% | Within 7 days of arrival – 100%

Please contact the hotel for full Terms and Conditions.