

# Star Meeting, Conference and Event Facilities



The Star Alfriston offers a perfect venue for business, away from the hustle and bustle of the city or office. It provides a quiet and charming setting in which delegates can focus on the objectives at hand – whilst enjoying the benefits of award winning cuisine and welcoming, professional staff.

## Room Descriptions

### The Capella

#### Capacities

U-Shape	32
Boardroom Style	36
Theatre Style	85
Reception	150
Banquet	120

### The Heritage Room

#### Capacities

U-Shape	22
Boardroom Style	26
Theatre Style	50
Reception	60
Banquet	26

### The Library

#### Capacities

Boardroom Style	10
Reception	30
Banquet	14



## Rates Sheet

Room Hire Only Charges			24 Day Delegate Package	
	<b>Full Day</b>	<b>Half Day/Evening</b>		
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	
			<b>£145.00 per delegate</b>	
			<b>Sharing twin rate:</b>	
			<b>£120.00 per delegate</b>	

  

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
<b>£28.50 per delegate</b>	★ Afternoon tea, Coffee and Homemade Cake
As above with Continental breakfast: £23.50 per delegate	<b>£36.00 per delegate</b>

### Individual Items:

Catering and Refreshments		Table Treats	
Filter coffee, tea and Chef's homemade biscuits/cake	£ 2.50 per person	<i>To help maintain energy levels and increase concentration.</i>	
Bottled mineral water (litre)	£ 3.95 per bottle	Grazing Mix A selection of nuts, seeds and dried fruit	£1.50 per person
Jug of fresh orange/apple juice	£ 7.00 per jug	Power Snacks Low-carb selection of fresh fruit & crudités	£2.25 per person
Fresh fruit platter, with yogurts, pastries and smoothies	£ 7.00 per person	<i>Have a special table treats request for your delegates? Let us know and we can arrange that for you.</i>	
Continental Breakfast	£ 8.95 per person		
Full English Breakfast with Continental Buffet	£13.95 per person		

#### 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.