



GREENWOODS



Hotel & Spa

Conference Pack



AA Rosette Award for
Culinary Excellence



All prices quoted in this conference pack are subject to change

Conference Room Seating Capacities

Library Suite

Boardroom seating - 20 people
U shape seating - 15
Half Cabaret seating - 18 people
(3 round tables of 6)
Theatre seating - 50 people
Dinner seating - 40 people



Boardroom Suite

Boardroom seating - 18 people
U shape seating - 15
Half Cabaret seating - 18 people
(3 round tables of 6)
Theatre seating - 40 people
Dinner seating - 30 people



Garden Suite - Full room

Boardroom seating - 100 people approx.
Cabaret seating - 120 people approx.
Theatre seating - 200 people approx.
U shape seating - 128 people approx.
Dinner seating - 220 people approx.



Garden Suite - Half room

Boardroom seating - 50 people approx.
Cabaret seating - 50 people approx.
Theatre seating - 100 people approx.
U shape seating - 30 people approx.
Dinner seating - 100 people approx.



We highly recommend viewing our conference facilities to see how they can work for your requirements

Cost Conscious Full Day Delegate Rate

£42.00 per person inc VAT

Minimum numbers of 8 delegates for Library or Boardroom Suite

Minimum numbers of 60 for Garden Suite

Included in Daily Delegate Rate:

- Conference room hire 9.00am - 5.00pm
- Registration tea, coffee & pastries
- 1x Serving of tea, coffee & biscuits
- Jugs of water in conference room
- Cost conscious lunch consisting of sandwich platter, chips, fruit & orange juice
- Free Wi-Fi access
- Ample free car parking
- Stationary (paper & pencils on table)



24 Hour Delegate Rate

£180.00 per person inc VAT

Minimum numbers of 8 delegates for Library or Boardroom Suite

Bespoke quote given for Garden Suite

Included in 24 hour rate:

- Conference room hire 9.00am - 5.00pm
- Registration tea, coffee & pastries
- 2x Servings of tea, coffee & biscuits
- Jugs of water in conference room
- Buffet lunch
- Free Wi-Fi access
- Ample free car parking
- Stationary (paper & pencils on table)
- Use of a flipchart, pens and paper
- Three course evening meal in conference room (set menu, pre-orders required)
- Accommodation in a double standard bedroom
- Full English and Continental breakfast
- Full use of spa facilities including pool, gym, Jacuzzi, sauna etc. from 2.00pm check in until 11.00am checkout



Half Day Conference Delegate Rate

£32.00 per person inc VAT

Minimum numbers of 10 delegates for Library or Boardroom Suite

Bespoke quote given for Garden Suite

Included in half day conference rate:

- Conference room hire from 9.00am – 1.00pm OR 1.00pm – 5.00pm
- Registration tea, coffee & pastries
- 1x Serving of tea, coffee & biscuits
- Jugs of water in conference room
- Buffet lunch
- Ample free car parking
- Free Wi-Fi access
- Stationary (paper & pencils on table)
- Use of a flipchart with pens and paper

Cost Conscious Half Day Delegate Rate

£26.00 per person inc VAT

Minimum numbers of 10 delegates for Library or Boardroom Suite

Bespoke quote given for Garden Suite

Included in half day conference rate:

- Conference room hire from 9.00am – 1.00pm OR 1.00pm – 5.00pm
- Registration tea, coffee & pastries
- 1x Serving of tea, coffee & biscuits
- Jugs of water in conference room
- Cost conscious lunch consisting of sandwich platter, chips, fruit & orange juice
- Ample free car parking
- Free Wi-Fi access
- Stationary (paper & pencils on table)

NEW Twilight Conference

£40.00 per person inc VAT

*Minimum numbers of 15 delegates for Library or Boardroom Suite
Bespoke quote given for Garden Suite*

Included in Twilight Conference package:

- Conference room hire 6.00pm - 11.00pm
- 3 course evening meal (set menu, pre-orders required)

Available Monday - Thursday

NEW Breakfast Meeting Package

£25.00 per person Inc VAT

*Minimum numbers of 15 delegates for Library or Boardroom Suite
Bespoke quote given for Garden Suite or numbers below 15 delegates.*

Included in Breakfast Meeting package:

- Conference room hire 7.00am - 11.00am
- Full English breakfast (buffet or plated)
(Includes Bacon, Sausage, Vegetarian Sausage (on request), Scrambled egg, Mushrooms, Tomato, Hash Browns + Tea, Coffee & Orange Juice)

Available Monday - Friday

Optional Extras:

Food & Beverages

All food and beverage prices include VAT

Fresh fruit crudités - £3.50 per person

Breakfast rolls - £5.00 per person

Homemade scone served with cream and jam - £4.50 per person

Tea, coffee & pastries - £6.50 per person

Tea, coffee & biscuits - £3.00 per person

Bowls of crisps or peanuts - £4.00 per bowl

Large bottle of Sparkling/Still Water - £4.70 per bottle

Jug of orange or apple juice - £8.50 per jug



Buffet Lunch Options

Please choose 7 items from the selection below

Selection of finger sandwiches *(GF option available)*

Selection of mini wraps

Chicken Goujons with a barbeque sauce

Mini pork pies

Sausage rolls

Honey glazed cocktail sausages

Chargrilled lamb kebabs with yoghurt and mint dip *(GF)*

Chicken pieces marinated with BBQ sauce

Fish goujons with tartare sauce

Salmon skewers with lemon mayo dip *(GF)*

Assorted crolines (mini pastries with mixed fillings)

Italian style calzones filled with tomato, mushroom and mozzarella *(V)*

Arancinis - Risotto balls filled with wild mushrooms *(V)*

Sautéed mushroom & spinach filo baskets *(V)*

Baby potato skins filled with cream cheese & chive *(V)*

Sunblushed tomato and mozzarella tartlet *(V)*

Goats cheese crostini with red onion marmalade *(V)*

Mediterranean vegetable quiche *(V)*

Cherry Tomato & goats cheese quiche *(V)*

Vegetarian spring rolls *(V)*

Potato wedges *(V) (GF)*

Saffron Rice *(V) (Vg)*

Mozzarella, tomato and basil salad *(V) (GF)*

Marinated cucumber and feta salad *(V) (GF)*

Tuna & sweetcorn pasta salad

Continental meat platter

Potato salad & coleslaw *(V) (classed as 1 item)*

Hummus with vegetable crudités *(V) (Vg)*

Mediterranean vegetable tart *(V) (Vg)*



Fresh fruit crudités with dips *(GF) (Vg)*

Mini Pavlovas with Chantilly cream and fresh fruit *(GF)*

Double chocolate and raspberry brownies

Chocolate profiteroles with chocolate sauce

Additional items £3 per person per item

(V) = Vegetarian / (GF) = Gluten Free / (Vg) = Vegan

Corporate Bedroom Rates

All rates are on a bed & breakfast basis and include VAT

Standard room rates 2019: £123 per night single occupancy
£153 per night double occupancy

Premier room rates 2019: £163 per night single occupancy
£193 per night double occupancy

- Full English and continental breakfast included
- Check in is at 2pm and check out is at 11am.
- Please note you may use the spa facilities from 2pm on the day of arrival and until 11am on the day of departure.
- It is advisable that you book your room at your earliest convenience to avoid disappointment.

Equipment Available to hire

Data-projector & screen - £36.00 inc VAT per day

Flipchart stand & 1 pad of paper - £25 inc VAT per day

Additional flipchart pads - £12 each inc VAT per day