



GREENWOODS

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Hotel & Spa

2024 Conference Pack



AA Rosette Award for
Culinary Excellence



All prices quoted in this conference pack are subject to change

Conference Room Maximum Capacities

Library Suite

Boardroom seating - 20 people
U shape seating - 15
Half Cabaret seating - 18 people
(3 round tables of 6)
Dinner seating - 30 people
Theatre seating - 50 people



Garden Suite - Half room

Boardroom seating - 50 people approx.
Cabaret seating - 50 people approx.
U shape seating - 30 people approx.
Dinner seating - 80 people approx.
Theatre seating - 100 people approx.



Garden Suite - Full room

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



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

Conference Room Hire Only

Monday - Friday only

Library Suite

£400 half day (9am-1pm or 1pm-5pm)

£600 full day (9am-5pm)

Garden Suite

Monday - Thursday £2500 (9am-5pm)

Friday £3500 (9am-5pm)

*Please note Garden Suite hire is the same price whether having half room or full room as we cannot hire out the other half of the room at the same time.

The price is also the same whether having half day or full day hire *

Conference room hire includes tables, chairs, table linen and jugs of tap water

Please see the Equipment Hire & Optional Extras page for items which can be added to your booking

24 Hour Delegate Rate

£279.00 per person inc VAT

Minimum numbers of 10 delegates for Library Suite

Bespoke quote given for Garden Suite or numbers below 10 delegates.

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
- 7x item buffet lunch
- Free Wi-Fi access
- Ample free car parking
- 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



Full Day Conference Delegate Rate

£79.00 per person inc VAT

Minimum numbers of 10 delegates for Library Suite

Minimum numbers of 45 for Garden Suite

Included in Daily Delegate Rate:

- Conference room hire 9.00am - 5.00pm
- Registration tea, coffee & pastries
- 2x Servings of tea, coffee & biscuits
- Jugs of water in conference room
- 7x item buffet lunch
- Free Wi-Fi access
- Ample free car parking

Cost Conscious Full Day Delegate Rate

£65.00 per person inc VAT

Minimum numbers of 8 delegates for Library Suite

Minimum numbers of 50 for Garden Suite

Included in Daily Delegate Rate:

- Conference room hire 9.00am - 5.00pm
- Registration tea, coffee
- 1x Serving of tea, coffee & biscuits
- Jugs of water in conference room
- Cost conscious lunch consisting of sandwich platter, chips & fruit platter
- Free Wi-Fi access
- Ample free car parking

Half Day Conference Delegate Rate

£58.00 per person inc VAT

Minimum numbers of 10 delegates for Library Suite

Bespoke quote given for Garden Suite or numbers below 10 delegates.

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
- 7x item buffet lunch
- Ample free car parking
- Free Wi-Fi access

Cost Conscious Half Day Delegate Rate

£42.00 per person inc VAT

Minimum numbers of 8 delegates for Library Suite

Bespoke quote given for Garden Suite or numbers below 8 delegates.

Included in half day conference rate:

- Conference room hire from 9.00am - 1.00pm OR 1.00pm - 5.00pm
- Registration tea, coffee
- Jugs of water in conference room
- Cost conscious lunch consisting of sandwich platter, chips, & fruit platter
- Ample free car parking
- Free Wi-Fi access

Breakfast Meeting Package

£45.00 per person Inc VAT

*Minimum numbers of **15 delegates** for Library 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

Equipment Hire & Optional Extras

All prices include VAT

Data-projector & screen - £50.00 inc VAT per day

Screen hire only - £25.00 inc VAT per day

Flipchart stand & 1 pad of paper - £30.00 inc VAT per day

Tea, coffee & breakfast rolls - £12.00 per person

Selection of pastries - £7.50 per person

Tea, coffee & biscuits - £4.50 per person per serving

Fresh fruit platter - £6.50 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

Cost Conscious Lunch (sandwiches, chips & fruit platter) - £16.00 per person

7 item buffet lunch (*minimum 10 delegates*) - £22.00 per person

3 course conference dinner with teas and coffees - £43.00 per person (*pre-orders required*)



Buffet Lunch Options

Please choose 7 items from the selection below

Selection of finger sandwiches (GF *option available*) *Contains gluten, milk, eggs, and fish*

Selection of mini wraps *Contains gluten, milk, eggs, and fish*

Chicken Goujons with BBQ sauce *Contains gluten*

Mini pork pies *Contains gluten*

Sausage rolls *Contains gluten*

Honey glazed cocktail sausages *Contains gluten, mustard*

Spicy chicken wings *Contains mustard*

Sticky mini spare ribs *Contains mustard*

Chargrilled lamb kebabs with yoghurt & mint dip *Contains gluten*

Fish goujons with tartare sauce *Contains fish, gluten*

Salmon skewers with lemon mayo dip (GF) *Contains fish, eggs*

Potato skins filled with cream cheese & chive (V) (GF) *Contains milk*

Sunblushed tomato and mozzarella tartlets (V) *Contains gluten, milk, eggs*

Goats cheese crostini with red onion marmalade (V) *Contains gluten, milk*

Mediterranean vegetable quiche (V) *Contains gluten, milk, eggs*

Hoisin Duck Spring Rolls *Contains gluten, sesame, eggs*

Vegetarian spring rolls (V) *Contains gluten, sesame, eggs*

Potato wedges (V) *Contains gluten*

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

Marinated cucumber and feta salad (V) (GF)

Tuna & sweetcorn pasta salad *Contains gluten, fish*

Potato salad (V) (GF) *Contains egg*

Coleslaw (V) (GF) *Contains egg*

Hummus with vegetable crudité (GF) (Vg) *May contain sesame*

Falafel with sweet chilli dip (Vg) *Contains gluten*

Tabbouleh (Vg) *Contains gluten, sulphites, celery*

Spicy bean burger sliders (Vg) *Contains gluten, sulphites, sesame, soya*



Fresh fruit platter (Vg)

Mini white chocolate and raspberry cheesecakes *Contains gluten, milk*

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

Double chocolate and raspberry brownies *Contains gluten, milk, eggs*

Chocolate Profiteroles *Contains gluten, milk, eggs*

Additional items £3 per person per item

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

3 Course Conference Dinner Menu

Please choose 2 starters, 2 main courses and 2 desserts
from the selection below for your guests to pre-order from



- Leek & Potato Soup (V) (GF)
- Roasted Sweet Potato, Coconut, Sweet Chilli & Coriander Soup (Vg) (GF)
- Prawn & Crayfish tian with crostini & salad (GF *option available*) *Contains crustacean*
- Confit Duck Rilette with crostini (GF *option available*)
- Ham hock terrine with piccalilli & crostini *Contains gluten, mustard, celery*
- Baby beetroot and crispy goats cheese salad (V) *Contains gluten, milk*
- Baked Portobello mushroom stuffed with spinach pine nuts and olives (Vg) (GF) *Contains nuts*



- Supreme of chicken with fondant potatoes and a white wine Sauce (GF) *Contains milk*
- Rump of Lamb, with roasted new potatoes (GF)
- Confit pork belly with roasted garlic mash (GF) *Contains milk*
- Pan roasted hake, herb crushed new potatoes, saffron cream (GF) *Contains milk*
- Goats Cheese and Wild Mushroom Pithivier (V) *Contains gluten, milk, egg*
- Roasted butternut squash risotto with rocket (Vg) (GF)
- Arabiata Linguine with chilli, garlic, cherry tomatoes and rocket cress (Vg) *Contains gluten*
- All served with a selection of Seasonal Vegetables*



- Raspberry and White chocolate cheesecake *Contains gluten, milk*
- Individual lemon tart with raspberry coulis *Contains gluten, milk*
- Greenwoods Classic Bread and Butter Pudding with Vanilla ice-cream *Contains gluten, milk, egg*
- Warm chocolate brownie with vanilla ice-cream *Contains gluten, milk, egg*
- Apple crumble with crème anglaise *Contains gluten, milk, egg*
- Fresh fruit salad & sorbet (Vg) (GF)
- Sultana, maple baked braeburn apples (Vg) (GF)



Please note a pre-order is required

Teas and coffees can be added for an additional £3 per person

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Corporate Bedroom Rates

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

Standard room rates: £145 per night single occupancy
£175 per night double occupancy

Premier room rates: £185 per night single occupancy
£215 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.

