

Conferences & Events

Organising a conference is an art. Here at the Burlington Hotel, we have made it easy. Whether you require a small meeting for 2 or a venue to accommodate up to 240 delegates, we pride ourselves in being able to offer you the ideal place and meet all your requirements. The latest audiovisual equipment is available on request.

The 3 star Burlington Hotel offers 60 well appointed guest rooms, all of which are en-suite with 'Freeview' Television, Direct Dial Telephone, Tea & Coffee making facilities, Hairdryer and Trouser-Press, and Secure Wifi Internet Access hosted by PolkaSpots.

Our dedicated and experienced staff will be pleased to help you and provide any information or advice you may require. We will strive to do everything to ensure a successful and memorable event.

For more information and availability, please do not hesitate to contact our Events Co-ordinator on:

01303 255301 or email info@theburlingtonhotel.com

Conference Rates

24 Hour Delegate Rate @ £130.00 per person (minimum 10 delegates)

This includes single overnight accommodation with en suite facilities, full English breakfast, mid-morning coffee with biscuits, hot and cold Buffet luncheon*, afternoon tea and biscuits, 3 course dinner from our Set Dinner Menu, hire of the main conference suite with organic mineral water** and delegate pack.

A rate reduction is available for twin occupancy

Day Delegate Rate @ £37.00 per person (minimum 10 delegates)

This includes the hire of the main conference suite with organic mineral water**, delegate pack, coffee on arrival, mid morning coffee and biscuits, hot or cold buffet luncheon, afternoon tea and biscuits.

Breakfast delegate Rate @ £12.00 per person up to 10.30am (minimum 10 delegates)

This includes the hire of the main conference suite with full English breakfast.

Syndicate Rooms available from just **£70.00** and equipment hire prices available on application

Conference Room Hire Rates

| | Day | ½ Day | Evening |
|-----------------|------|-------|---------|
| Premier | £560 | £330 | £140 |
| Domino | £165 | £105 | £90 |
| Radnor | £410 | £235 | £105 |
| Garden Room | £175 | £105 | £70 |
| Room 4 | £90 | £75 | £70 |
| Rooms 103 / 104 | £115 | £100 | £90 |

Food & Refreshment Prices

| | | | |
|-----------------------|-------------------|-----------------------|------------------------|
| Coffee/Tea & Biscuits | £1.90 per person | Organic Mineral Water | £3.50 per litre bottle |
| Orange Juice | £4.90 per jug | Assorted Sandwiches | from £3.25 per person |
| Crisps & Nuts | £2.20 per portion | Other Food | Please ask for details |

Delegate rates include the provision of an overhead projector, screen, flip-charts and markers

*2 course and coffee

**Based on ½ litre bottle per person

All rates and prices stated in the conference pack are inclusive of VAT at the prevailing rate are subject to terms and conditions and to change without prior notice

Conference Buffet Selections

These are examples of what is available as part of our day delegate rate.
Our **Two Course Luncheon** (Main Course and Dessert) is comprised of either a cold or hot buffet.

Cold Buffet Examples

Cold Meat Selection
Waldorf Salad
Mediterranean Pasta Salad
Mixed Green Salad
Rice Salad with Egg, Tuna, Peas and Tomato
Bread Rolls

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Warm Kentish Apple Pie served with Custard
Fresh Seasonal Fruit Salad
Chilled Lemon Tart served with Coconut Ice-Cream

—oOo—

Fairtrade organic tiki coffee

Hot and Cold Buffet Examples

North Indian Chicken Curry with steamed Pilaf Rice
Waldorf Salad
Mixed Green Salad
Bread Rolls

or

Beef Bourignon with Tagliatelli tossed in Butter
Tomato Salad with torn Basil leaves served with a sweet Shallot Dressing
Mixed Green Salad
Bread Rolls

—oOo—

Warm Kentish Apple Pie served with Custard
Fresh Seasonal Fruit Salad
Chilled Lemon Tart served with Coconut Ice-Cream

—oOo—

Fairtrade organic tiki coffee