



CONFERENCE FACILITIES



**Private Meeting
Space**



**High Quality
Accommodation**



**Award Winning
Food**

01388 661727

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www.parkheadhotel.co.uk



**PARK
HEAD**

CONFERENCE PRICING

We are pleased to offer a flexible meeting space which can be arranged in various layouts with fast WiFi available for all delegates.



Full Day (4-8 hour) Room Hire - £120
includes flip charts and projector and screen if required

Half Day (up to 4 hour) Room Hire - £65
includes flip charts and projector and screen if required

Unlimited Tea and Coffee - £2 per person

Sausage or Bacon Rolls - £5.50 per person

Danish Pastry - £2.50 per person

Scone with cream and jam - £3.50 per person

Cake Selection - £3.50 per person

Lunch

Soup and Sandwich - £12 per person

or

A selection of hot dishes* served buffet style - £14 per person

please choose one of the following:

Mince and Dumplings

Sausage and Mash (also available with vegan sausages)^(V)

Chicken Tikka Masala and Steamed Rice (also available with chickpea tikka)^(V)

Mushroom Stroganoff and Steamed Rice ^(V)

*available for meetings of over 20 delegates. Meetings with under 20 delegates will be served plated to their tables.



Debrief and relax after a busy day - The Laurel Room can also be prepared for an evening meal to extend your event before delegates departure, or delegates are welcome to relax in our outdoor courtyard or al fresco terrace with a (soft!) drink before their drive home.

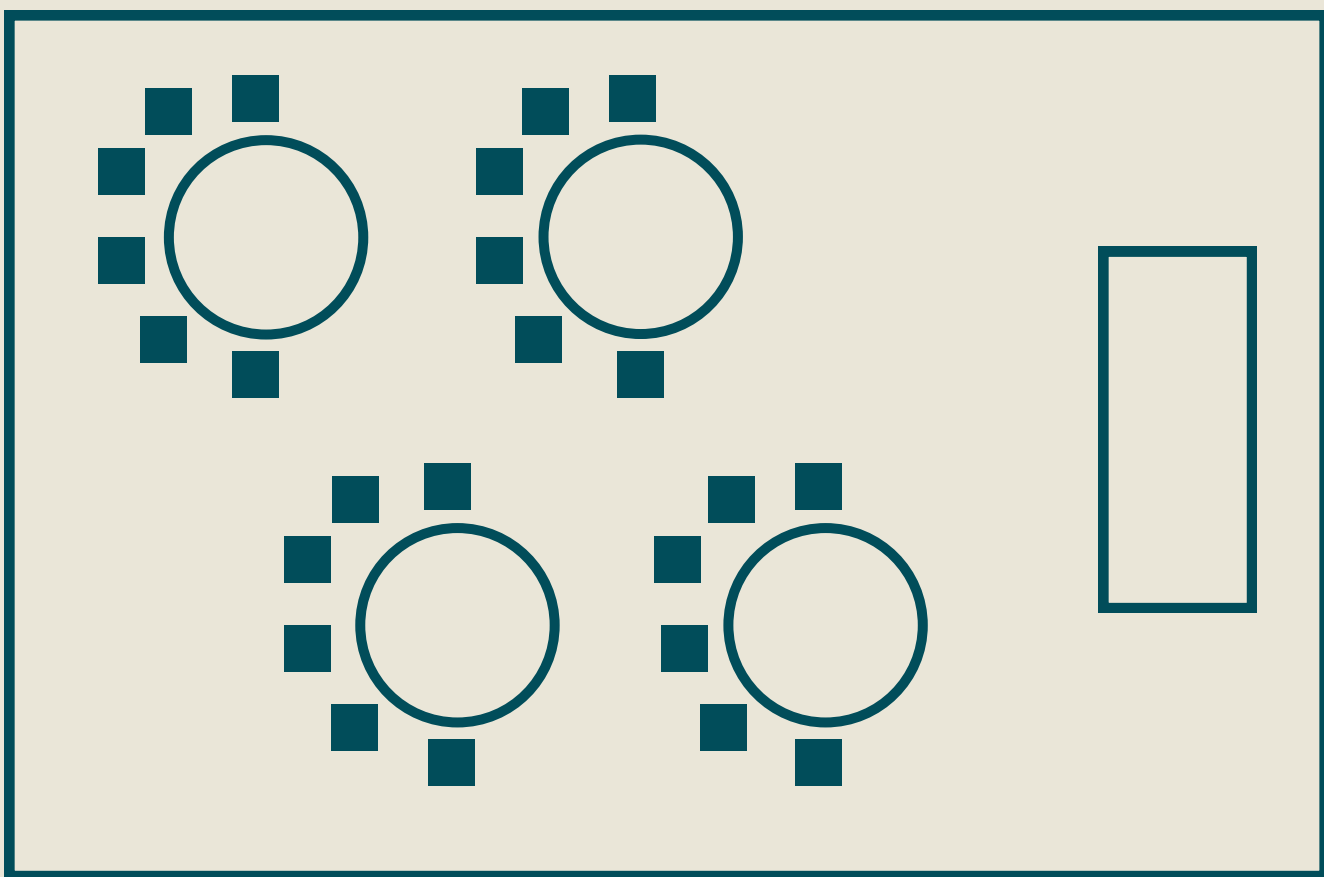


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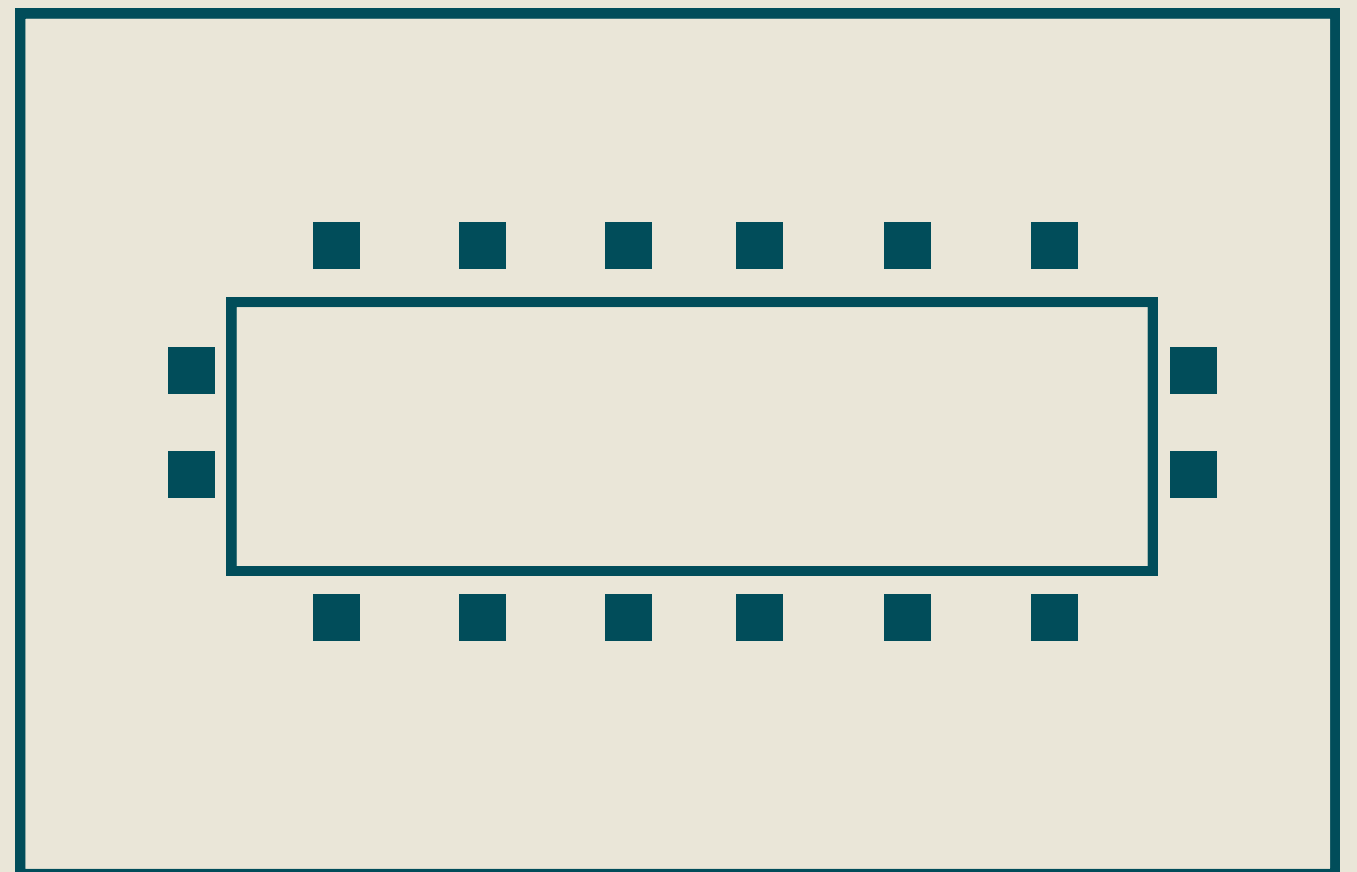
ROOM LAYOUTS AND AV

The Laurel Room has a wall mounted 43" television with HDMI capabilities for easy plug-and-play connection for linking to a laptop. This makes delivering presentations easy and takes the stress away on the morning of your event.

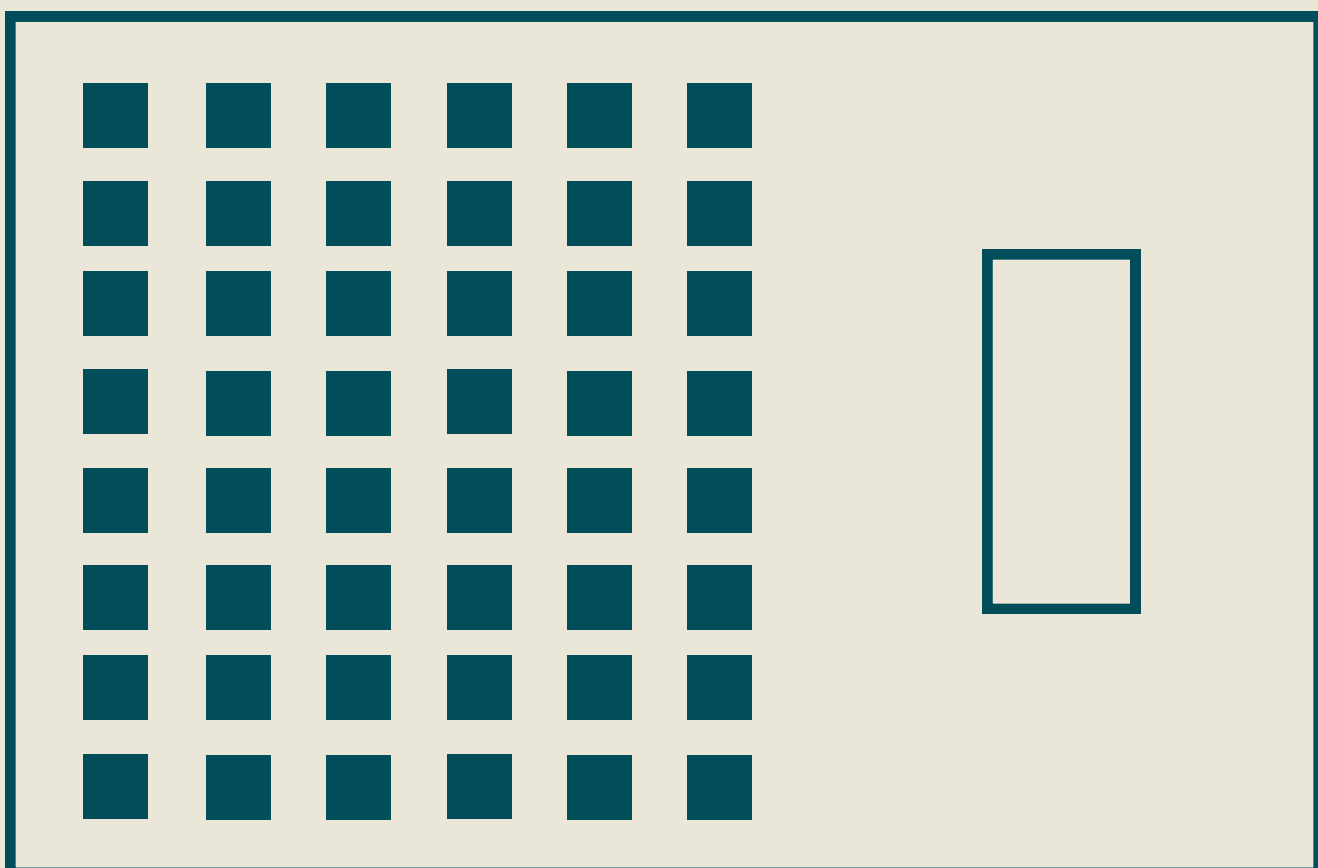
The room is also air conditioned and benefits from natural daylight and can be set up in a variety of room layouts:



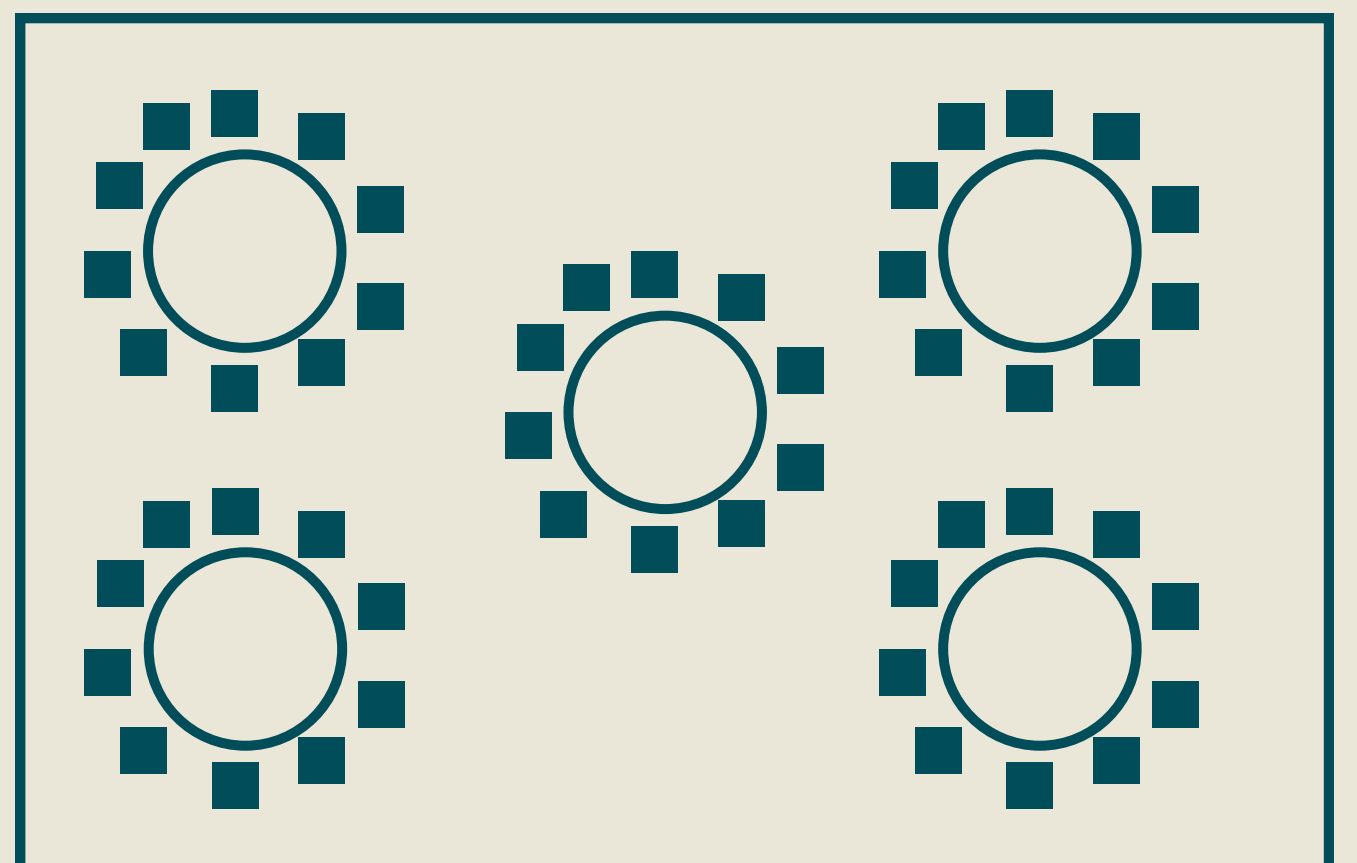
CABARET
(max 24)



BOARDROOM
(max 16)



THEATRE
(max 48)



ROUNDS
(max 50)



BOOKING TERMS

Minimum guest numbers may apply on some dates - please ask a member of the team.

All food and beverage must be provided by Park Head and external produce is not permitted.

An initial deposit of £100 is required to confirm your booking.

Final guest numbers, menu choices, dietary information and any set up arrangements are due to us 7 days prior to your event. Your final invoice will be raised based on this information and produced for payment prior to your event date.

All costs include VAT at the prevailing rate.

Due to food safety guidelines, food may not be removed from the Hotel during or at the end of the event by guests.

Full Terms & Conditions of booking apply.



We take the issues of food allergies and intolerances seriously. If you have any concerns about the presence of allergens in any of our menu items, please consult a member of our team.

(V) - Vegetarian

(VE) - Vegan

(N) - Contains Nuts

(WF) - Wheat Free

As we do not have direct contact with guests attending your event, it is your responsibility to provide us with accurate information regarding any allergies or dietary requirements they may have on their behalf.