

THE CLARENDON

BLACKHEATH VILLAGE

Conference Meetings At The Heart of The Village

Situated in the calm of Blackheath Village
The Clarendon has a choice of meeting rooms and
gardens, providing excellent conference facilities for
up to 150 guests – as well as smaller meetings of just
two people or more.

Our dedicated conference staff and in-house chef
will ensure you and your delegates have everything
you need, when you need it, throughout your event.

**Day delegate rates start from just £45p.p.
and meeting room rates from £100**

Functional conference rooms

Our conference staff would be delighted to show you around our conference and meeting facilities and discuss your personal requirements. Visits are by appointment with our Conference Manager.

The Westcombe Park Suite

The largest of The Clarendon's conference rooms, The Westcombe Park Suite is suitable for the larger event, seating up to 130 delegates. It is a fully air-conditioned and has an adjacent lounge area for refreshment breaks or a buffet lunch.

Max. 4 hrs - £500.00 inc. VAT | Max. 8 hrs - £800.00 inc. VAT



The Regency Suite

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This luxurious space has plenty of daylight and is adaptable to all types of layout. An excellent choice for residential conferences and seminars, The Regency Suite can accommodate 60 delegates, and offers organisers great flexibility.

Max. 4 hrs - £350.00 inc. VAT | Max. 8 hrs - £500.00 inc. VAT

The Heathview Suite

The Heathview Suite is the ideal choice for the smaller function or conference, offering a range of layouts including boardroom, theatre style and horseshoe. It is a lovely room with plenty of natural daylight and a superb view over Blackheath.

Max. 4 hrs – £175.00 inc. VAT | Max. 8 hrs – £275.00 inc. VAT

The Boardroom

A tastefully decorated and comfortable room, The Boardroom is a great choice for small board meetings and interviews.

Max. 4 hrs – £100.00 inc. VAT | Max. 8 hrs – £150.00 inc. VAT

The Garden

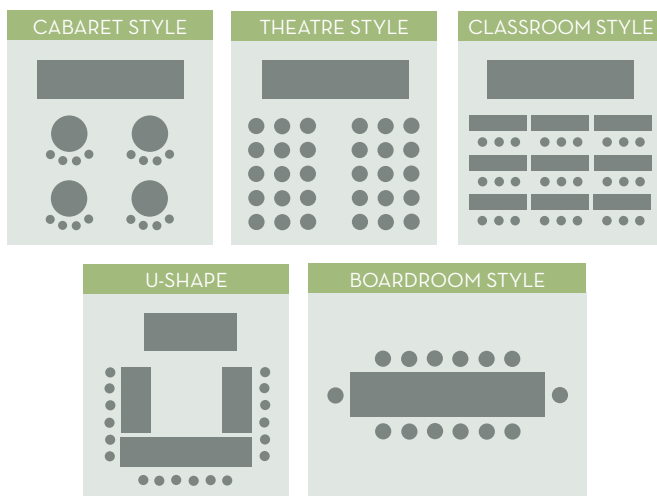
The Clarendon's garden provides a fantastic outdoor space for both larger, more informal meetings and also team building events. We can provide outdoor catering, and costs for a buffet lunch with our chef cooking a barbecue start from £29p.p.



The Garden



Room layout and technical information



	Westcombe Park Suite	Regency Suite	Heathview Suite	Boardroom
Floor:	Lower Ground	Ground	Ground	Ground
Length: ft/m	49/14.93	31/9.44	18.6/5.63	18.8/5.71
Width: ft/m	41/12.49	19.3/5.86	16/4.87	9.13/2.81
Area: ft²/m²	2009/186.4	598/55.64	297/27.52	176/16.35
Height: ft/m	8.4/2.54	10/3.04	9.9/2.97	8.3/2.51
Theatre	120	60	25	-
Boardroom	50	30	14	10
U-Shape	40	30	14	-
Classroom	40	20	10	-
Cabaret	120	45	18	-

Equipment and business services

SVGA Digital projector and screen £35/day • Laptop £35/day
 PA System and microphone £125/day • Extra flip chart, pads, pens £10/day
 Wifi is included in every room • Services such as photocopying also available.

Our conference team will be on hand once you arrive at the hotel, ensuring that you have a smooth running and successful event.

Menu

Refreshments and Small Bites

Tea, coffee, biscuits	£2.25p.p.
Tea, coffee, Danish pastries	£4.75p.p.
Tea, coffee, cake	£3.25p.p.
Assorted sandwich selection and fruit platter	£7.25p.p.
Warm ciabatta, mixed olives	£5.00p.p.
Humus spiced with paprika and warm pitta bread	£5.00p.p.
Pink ginger drink - per jug	£6.50
Juices; orange, tropical, apple - per jug	£6.50

Working Lunch - £15.00pp

- Focaccia selection platter
- Steak with red onion marmalade
- Warm citrus chicken with a tomato relish
- Trio of chargrilled Mediterranean vegetables
- Crisps and coleslaw
- Avocado and mozzarella salad with cherry tomatoes
- Crudités and dips
- Fresh fruit platter
- Tea/coffee



Hot Buffet Lunch - £23.50p.p.

Our chef will serve four dishes from the list below including one vegetarian dish.

- Thai chicken curry with basmati rice
- Escalope of chicken in breadcrumbs
- Sicilian chicken with mushrooms, peppers, olives and sundried tomatoes with a rich tomato sauce
- Grilled tuna with stir fried vegetables
- Medallions of salmon in a tomato sauce
- Homemade beef lasagne
- Stir fry with wok fried vegetables and a mild soy sauce with noodles (V)
- Italian stuffed peppers with arrabiata rice and vegetables served with a tomato concusses (V)
- Mediterranean stuffed aubergines (V)

Salads served with hot lunch

Avocado and mozzarella salad with cherry tomatoes

Green caesar salad with chilli croutons and diced egg

Seasonal vegetables served with hot lunch

Sautéed green beans topped with crispy shallots

Minted new potatoes

Dessert selection of the day

Rates

Classic Delegate Rate - £45p.p.

- Use of main meeting room
- Tea, coffee, fruit juice, pastries on arrival
- Mid morning tea, coffee and biscuits
- Working lunch
- Afternoon tea, coffee and biscuits
- Use of flip chart and marker pens
- Use of digital projector and screen
- Writing pads, pens and place cards for each delegate
- Continuous supply of table refreshments (mints, iced water and cordial).

Service charge and VAT at current rate for all delegate rates.

Upgraded Delegate Rate - £50p.p.

In addition to the Classic, the upgraded rate includes;

- Bacon rolls on arrival
- Use of digital projector and screen
- A conference hot buffet lunch served in place of the working lunch

Breakfast Meeting - £25p.p.

- Use of main meeting room (max. 4 hours)
- Full English Breakfast
- Mid morning tea, coffee and biscuits
- Use of flip chart and marker pens
- Writing pads, pens and place cards for each delegate
- Table refreshments (mints, iced water and cordial).



Staying Over?

Reduced conference bedroom rates are available.

And why not add a three course dinner for £25.00p.p.

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