

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 £49pp

Meeting room rates from £120



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 100 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

This luxurious space has plenty of daylight and is adaptable to all types of layout. An excellent choice for residential conferences and seminars, with private patio.

The Regency Suite can accommodate 60 delegates, and offers organisers great flexibility.

Max. 4 hrs: £400.00 (inc. VAT)

Max. 8 hrs: £550.00 (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: £200.00 (inc. VAT)

Max. 8 hrs: £300.00 (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: £120.00 (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.

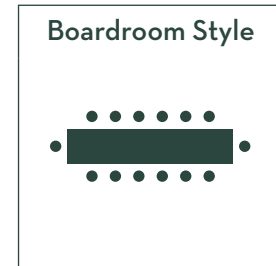
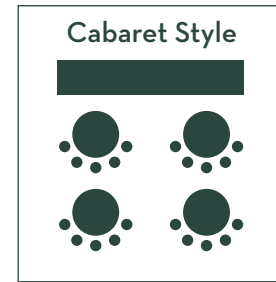
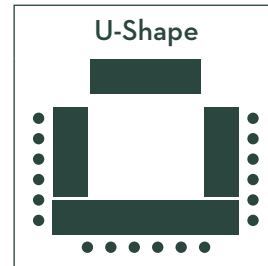
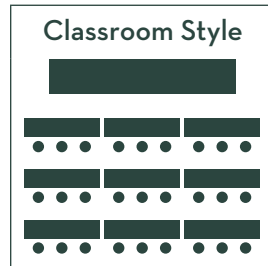
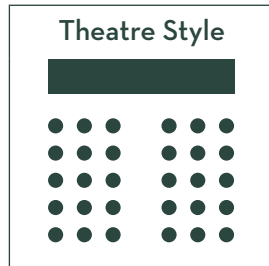
We can provide outdoor catering, with a buffet lunch and barbecue cooked by our own chef.

Price: £POA





Room Layout and Technical Information



	Westcombe Park Suite	Regency Suite	Heathview Suite	Boardroom
Floor	Lower Ground	Ground	Ground	Ground
Length	49ft / 14.93m	31ft / 9.44m	18.6ft / 5.63m	18.8ft / 5.71m
Width	41ft / 12.49m	19.3ft / 5.86m	16ft / 4.87m	9.13ft / 2.81m
Area	2009ft ² / 186.4m ²	598ft ² / 55.64m ²	297ft ² / 27.52m ²	176ft ² / 16.35m ²
Height	8.4ft / 2.54m	10ft / 3.04m	9.9ft / 2.97m	8.3ft / 2.51m
Theatre	100	60	25	-
Boardroom	50	30	14	10
U-Shape	40	30	14	-
Classroom	40	20	10	-
Cabaret	100	45	18	-

Equipment and Business Services

- SVGA Digital projector and screen £35/day
- Laptop £35/day
- PA system and microphone POA
- 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, Drury's Coffee & Biscuits	£3.00pp
Tea, Drury's Coffee, Danish Pastries	£7.00pp
Tea, Drury's Coffee & Mini Scones, Jam & Cream	£10.00pp
Brain Power Smoothie Pots or Mini Fresh Fruit Pots	£3.00pp
Breakfast Baps (Bacon or Egg) Tea, Dury's Coffee	£9.50pp
Assorted Sandwich Selection and Fruit Platter	£9.50pp
Pink Ginger Drink	£6.50 per jug
Juices; Orange, Tropical, Apple	£6.50 per jug

Working Lunch £19.00pp

Focaccia Selection Platter of the following;

Tuna Melt with Red Onion
Warm Citrus Chicken with a Tomato Relish
Trio of Chargrilled Mediterranean Vegetables
Crisps and Coleslaw
Avocado and Mozzarella Salad with Cherry Tomatoes
Fresh Fruit Platter
Tea / Coffee
Pre ordered Gluten Free Focaccias available GF

Hot Buffet Lunch £26.00pp

Choose three dishes from the list below including one vegetarian dish, or our Chef select three dishes for you. (Conferences of 30+ may select 4 dishes)

Home Made Beef Lasagne
Beef Bourguignon
Lamb Tagine and Couscous GF
Peri Peri Chicken with Homemade Portuguese Sauce GF
Thai Chicken Curry with Jasmine Rice GF
Sicilian Chicken served with Mushrooms, Capsicum, Olives & Tomatoes GF
Medallions of Salmon with a Tomato Concassé GF
Mixed selection of both Chicken and Vegetable Gyoza's with Dipping Sauce of Sliced Spring Onions, Vinegar and Soy
Stir Fry with Wok Fried Vegetables and a Mild Soy Sauce with Noodles V
Vegan Sweet Potato & Lentil Curry with Coconut Cream V VGN
Mixed selection of both Vegan and Salmon Edamame Mini Poke Bowls

Salads served with Hot Lunch

Green Caesar Salad with Chilli Croutons
Avocado & Mozzarella Salad

Dessert Selection of the day

Rates

Classic Delegate Rate

£49.00pp

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

Upgraded Delegate Rate £55.00pp

In addition to the Classic, the upgraded rate includes;

Egg and Bacon Rolls on arrival

Use of digital projector and screen

A conference hot buffet lunch served in place of the working lunch

Breakfast Meeting

£26.00pp

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)

Prices are inclusive of VAT. Minimum ten delegates required.



Staying Over?

Reduced conference bedroom rates are available.

And why not add a three course dinner from £29.00pp

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www.clarendonhotel.com

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