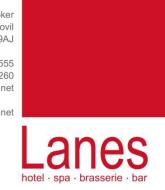
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# Meetings & Conferences

#### Welcome to Lanes Hotel

Our flexible services offer all you need to make your meeting or conference a success. A friendly & professional approach will help make your time spent at Lanes Hotel relaxed and enjoyable.

We have two private rooms which overlook the tranquil garden setting at the back of the hotel and both have double door access to the outside terrace. The doors can be opened to allow fresh air into the room and natural light throughout the day is a welcome benefit.

This pack contains details of all our services and rates. If you require any further information, including capacity & rates for large scale meetings then please contact Amy our Events & Conferencing Manager or Rachel our Reception & Office manager.

Whether you are coming to us for a small office meeting, a large annual conference, training days or a business seminar we will endeavour to meet all of your requirements and ensure you have a very pleasant experience.



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# Meeting rooms

Lanes Hotel has two adjoining private rooms with a dividing wall. These can be used separately or as one space.

### <u>Rates</u>

One room: Both rooms:

 Half day
 £150
 £400

 Whole day
 £250
 £600

### **Capacity**

### Room1:

Boardroom 24 persons
Cabaret 32 persons
Theatre style 40 persons
Horseshoe 16 persons

### Room 2:

Boardroom 8 persons
Cabaret 40 persons
Theatre style 60 persons
Horseshoe 16 persons

### **Both rooms:**

Cabaret 72 persons
Theatre style 100 persons

Equipment hire: Screen, flip chart(s) & fibre optic Wifi included in all rates

Multimedia projector £50 per day
PA System £25 per day



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# Food & Beverage

All room rates include water, cordials & confectionary

Hot beverages (English breakfast tea & Hausbrandt filter coffee offered as standard, decaf & herbal options are available on request) £2.50 per person, per serving

Bacon or Sausage sandwiches on arrival £5.50 per person

Working lunch: £8.50 per person

Selection of sandwiches Home cut chips

Cake of the day

Finger buffet: £18.00 per person

Selection of sandwiches

Chicken tikka skewers

Chorizo scotch egg

Beef burrito wrap

Fish goujons, tartar sauce

Ricotta tart (v)

Chocolate brownie

Orange cake

Vegetarian substitutes are available. Dietary requirements & allergies can be catered for if we are notified in advance.

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## Delegate rate options

### Day delegate

£45 per person

(Available for 10 or more persons)

Hot beverages & biscuits on arrival

Mid-morning refreshments

Two course hot buffet:

(this menu can be used separately to the delegate rate at £25 per person)

Vegetarian quiches

Chorizo scotch eggs

Seasonal vegetables

Chive buttered new potatoes

Mixed leaf salad

#### Please choose two of the following mains:

Cottage pie

Cheddar & onion cobbler (v)

Cold poached salmon, mayonnaise

Cider braised pork leg

South coast fish pie

### Please choose two of the following desserts:

Lemon posset

Vanilla cheesecake

Chocolate mousse

Fresh fruit salad, meringue crumbs

### Optional extra

Selection of cheeses (serves 10) £40per person

Afternoon hot beverages & biscuits

### 24 hour delegate

£180 per person

All of the above plus a 3 course dinner in the private room or restaurant and deluxe accommodation including full English breakfast