

# ***The Lee Wood Hotel***

## ***Conference and Meetings***

As an organiser of conferences, meetings and training course's; you will be looking for the best possible standard for you and your colleagues.

Here at the Lee Wood Hotel, we feel that we have the product just right, with well appointed conference rooms, individually furnished bedrooms and a stylish restaurant; in fact, everything you would expect from a hotel overflowing with character.

### **Pendennis 1**

The oak panelled room is located on the ground floor and is ideally situated for conferences, It has full climate control and has natural lighting and also variable lighting to suit all occasions. Wireless is available in this room and a permanent projection screen is built in.

#### **Capacities**

Boardroom 40  
Classroom 60  
U Shape 38  
Cabaret 60  
Theatre 120

### **Pendennis 2**

Adjoining to Pendennis 1 this room is perfect for smaller meetings. With large windows it boasts natural daylight and a refreshing space to work in.

#### **Capacities**

Boardroom 30  
Classroom 28  
U Shape 18  
Cabaret 28  
Theatre 40

### **Solomon Room**

This beautifully decorated room can be used for small meetings. Situated on the ground floor it is ideally located for all the hotels services. The room has a large window which supplies plenty of natural daylight and just outside this room is the hotel lounge which can be used for breakouts if required.

#### **Capacities**

Boardroom 8 – 10

There are also two additional meeting rooms on our lower ground floor, these can hold up to 30 people and are ideal for more private meetings



# ***The Lee Wood Hotel***

## **Packages and Pricing**

### **8 Hour Day Delegate Rate - From £35.00 per person including VAT**

The rate includes the following:

- All day room hire
- Equipment Hire (exc. LCD Projector)
- Tea & Coffee on Arrival with Pastries
- Mid Morning Tea & Coffee with Biscuits
- Working Lunch
- Afternoon Tea & Coffee with Biscuits
- Water and Cordial on table's
- Stationery
- Free Parking
- Free Internet

### **24 Hour Delegate Rate—From £135.00 per person including VAT**

The overnight 24 hour rate covers everything in the Day Delegate rate above plus a three course dinner, accommodation and a full English breakfast. We have a total of 40 bedrooms and offer a variety of Twins, Doubles and Suites. Parking is onsite and is complimentary to all our residents.

### **Design your own day Room Hire**

Room Hire includes stationary, a flipchart, confectionary, cordial's & water.

**Pendennis 1 From £150.00**

**Pendennis 2 From £100.00**

**Solomon From £75.00**

### **Additional Items**

Tea and Coffee with biscuits £2.95 per person per serving

Breakfast Bap's £3.50 per person

Fresh Pastries £1.50 per person (pre order only)

Fresh Orange Juice £2.00 per person

Mineral Water £2.00 per bottle

LCD Projector Hire £75.00 per day

Photocopying 10p per sheet

Additional Flipchart £5.00 per day

