

Hydro Hotel

E A S T B O U R N E

Conference and Events



Mount Road • Eastbourne • BN20 7HZ
T: 01323 746105 E: sales.office@hydrohotel.com

www.hydrohotel.com

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E A S T B O U R N E

Delegate Packages 2014

Day Delegate Package (8hrs)

- Room Hire
- Flip Charts, Pads and Pens
- Screen and LCD Projector
- Arrival Tea and Coffee
- Mid-Morning Tea, Coffee and Biscuits
- 2 Course Lunch (Buffet or Restaurant)
- Afternoon Tea and Cakes
- Filtered House Water, Cordials & Mints
- Free Wi-Fi

£39.00 per delegate

1/2 Day Delegate Package (4hrs)

- Room Hire
- Flip Charts, Pads and Pens
- Screen and LCD Projector
- 2 Course Lunch or Finger Buffet
- Afternoon Tea and Cakes
- Filtered House Water, Cordials & Mints
- Free Wi-Fi

£25.00 per delegate

24hr Delegate Package

- Room Hire
- Flip Charts, Pads and Pens
- Screen and LCD Projector
- Arrival Tea, Coffee & Biscuits
- Mid-Morning Tea, Coffee and Biscuits
- 2 Course Lunch (Buffet or Restaurant)
- Afternoon Tea and Cakes
- Filtered House Water, Cordials & Mints
- Overnight Accommodation
- 3 Course Dinner in the Crystal Restaurant
- Full English Breakfast
- Free Wi-Fi

from £140.00 per delegate

Breakfast Meeting Package

- Room Hire (between 6:30 and 10:30am)
- Arrival Tea, Coffee and Orange Juice
- Flip Charts, Pads and Pens
- Screen
- Full English Breakfast Buffet
- Filtered House Water, Cordials & Mints
- Free Wi-Fi

£14.00 per delegate

Additional Equipment

LCD Projector	£25.00	TV & DVD	£25.00
Laptop	£25.00	PA & Microphone	£25.00
Staging	£ POA	Wi-Fi Access	from £ 1.00

Please Note: All packages require a minimum of 8 delegates.

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EASTBOURNE

Meeting Rooms

Hydro Hotel has four main venues available for your meeting ranging from 10 - 120 delegates.

Our 'fifth' venue, The Orangery, is ideal for Breakfast, Lunch or Dinner Meetings for up to 30 delegates.

Free and unrestricted parking surrounds the hotel along with our two private car parks for up to 45 cars.

<u>Room Hire Charges</u>	<u>Full Day</u>	<u>Part Day</u>
The Garden Suite	£500.00	£300.00
The Wedgwood Room	£400.00	£250.00
The Hornsby Suite	£150.00	£100.00
The Meads Room	£120.00	£ 75.00
The Orangery (not pictured)	N/A	£100.00



Meads Room



Hornsby Suite



Wedgwood Room



Garden Suite

Situation	Ground
Dimensions	15' x 20'
Height	11'8"
View	Mount Road
Balcony/Terrace	No
Telephone	Yes
Air Conditioning	No
Exhibition Space	No
Conference Office	On Request
Television	Yes
Theatre Style	24
At Tables	16
Cocktails	20
Dancing	No
Vehicle Access	No
LIGHTING	
Spotlights	No
Controls in Room	Yes
Dimmers	Yes
Windows	Yes
Wall Lights	Yes
POWER	
13amp sockets	Yes
3 phase	No

Situation	Third
Dimensions	39' x 14' (Excl. Reception Area)
Ceiling Height	10'
View	Hotel
Balcony /Terrace	No
Telephone	Yes
Air Conditioning	No
Exhibition Space	No
Conference Office	On Request
Television	Yes
Theatre Style	30
At Tables	20
Cocktails	30
Dancing	No
Vehicle Access	No
LIGHTING	
Spotlights	Yes
Controls in Room	Yes
Dimmers	No
Windows	Yes
Wall Lights	No
POWER	
13amp sockets	Yes
3 phase	No

Situation	First
Dimensions	43' x 34'
Ceiling Height	12'6"
View	Sea
Balcony/Terrace	Yes
Telephone	Yes
Air Conditioning	Yes
Exhibition Space	Yes
Conference Office	On Request
Television	Yes
Theatre Style	100
At Tables	56
Cocktails	120
Dancing	100
Vehicle Access	No
LIGHTING	
Spotlights	Yes
Controls in Room	Yes
Dimmers	Yes
Windows	Yes
Wall Lights	No
POWER	
13amp sockets	Yes
3 phase	No

Situation	Ground
Dimensions	96' x 42'
Ceiling Height	9'6"
View	Garden/Sea
Balcony/Terrace	Yes
Telephone	Yes
Air Conditioning	Yes
Exhibition Space	Yes
Conference Office	On request
Television	Yes
Theatre Style	120
At Tables	100
Cocktails	120
Dancing	120
Vehicle Access	Yes
LIGHTING	
Spotlights	No
Controls in Room	Yes
Dimmers	Yes
Windows	Yes
Wall Lights	Yes
POWER	
13amp sockets	Yes
3 phase	Yes

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Local Business Corporate Rates

High Season 1 May - 30 September 2014

<i>Accommodation with Full English Breakfast</i>	£59.50 per person
<i>Accommodation with Full English Breakfast and 3 Course Dinner in the Crystal Restaurant</i>	£79.50 per person
<i>Partner rates when sharing room</i>	£19.50 including Full English Breakfast

Low Season 1 October 2013 - December 2013

<i>Accommodation with Full English Breakfast</i>	£47.50 per person
<i>Accommodation with Full English Breakfast and 3 Course Dinner in the Crystal Restaurant</i>	£67.50 per person
<i>Partner rates when sharing room</i>	£19.50 including Full English Breakfast

Dining Options

<i>3 Course Dinner in the Crystal Restaurant</i>	£28.50 per person
<i>Casual Dining in the Conservatory</i>	from £8.95 per person

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Terms of Booking

1. All provisional bookings will be held for a period of 14 days only. A deposit and signed agreement are required to formally confirm a booking.
2. Should the client wish to cancel a confirmed booking, the following cancellation charges will apply:-

Period of Cancellation

More than 6 month's notice
Less than 6 month's notice
Less than 3 month's notice
Less than 1 month's notice

Charges to be made

Loss of deposit (see item No. 6)
25% of the total cost
50% of the total cost
75% of the total cost

3. The hotel will endeavour to re-let the accommodation/venue that has been cancelled and if successful in doing so will waive the cancellation charge for accommodation/venue that has been re-let in full or part thereof.
4. Reduction in number of guests.
An estimated number of guests is required to be quoted at the time of all bookings and an estimated final number 21 clear days prior to the arrival date. A rooming list is required 28 clear days prior to commencement of booking.
5. Any guest who has reserved overnight accommodation at the hotel and wishes to cancel said accommodation or does not arrive on the said date will be charged up to a maximum of 60% unless the accommodation has been re-let. Such letting will incorporate our standard terms & conditions copies of which are available upon request.
6. Should a deposit be requested at the time of the reservation this may be returned if the venue is re-let in the event of a cancellation and in any event you are referred to the provisions set out in particular paragraph 2 of these terms.
7. The hotel's account is to be settled within 30 days of the function. The hotel reserves the right to charge interest on unsettled accounts after that period at the rate of 4% per annum above the base rate of Natwest Bank which is from time to time in force.
8. The client will be fully responsible for the conduct of their guests and associates of the guests and any damage caused to the property of the hotel (or otherwise) will be charged at full replacement cost.
9. The hotel reserves the right to cancel any booking or reservation without liability in the event of any danger, damage or destruction to the hotel, strikes or any other form of industrial action or any other matter beyond the control of the hotel.
10. Clients booking a venue for room hire only, paragraphs 6, 7, 8 & 9 will apply.

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