



Washingborough Hall

HOTEL | WEDDINGS | EVENTS

Meeting Room Information 2021

We offer the Dining Room for meetings and small conferences – this is the blue room to the right of the main hallway. Delegate numbers are listed in the table below. The room is offered at a full day (or part thereof) delegate rate and can be combined with a 24-hour residential delegate rate. We can provide bedrooms for up to 20 delegates in single occupancy rooms.

All prices stated throughout include VAT.

Room Name	Room size in sq m	Features Of Room	Theatre Style	Boardroom Style	Cabaret Style	Horseshoe Layout
Dining Room	40	Air Conditioned Black out shutters, 12' windows	Up to 30	Up to 20	Up to 32	Up to 20

If your numbers are below 12 delegates, there is a minimum charge of £594 for a full (or part) days use of the Dining Room as a meeting room.

The room is available from 8am for setting up and should normally be vacated by 5pm. There is no breakout area available with the meeting room.

The room is not available as a meeting room through the month of December.

Individual Delegate Rates

Day Delegate Rate £49.50

The rate includes:

- Arrival tea & coffee
- Mid-morning tea, coffee & biscuits
- 2 course lunch or finger/fork buffet with tea & coffee
- Mid afternoon tea, coffee & homemade cake
- Bottled tap water & cordials
- Flip chart, pens, data projector & screen
- Wi-Fi connection
- On site car parking



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24 Hour Residential Delegate Rate £197.50

The rate includes :

Arrival tea & coffee

Mid-morning tea, coffee & biscuits

2 course lunch or finger/fork buffet with tea & coffee

Mid afternoon tea, coffee & homemade cake

Bottled tap water & cordials

Flip chart, pens, data projector & screen

Wi-Fi connection

On site car parking

3 course dinner full choice from restaurants 'a la carte menu' plus tea/coffee

Single occupancy accommodation

Full English Breakfast

Terms & Conditions:

1. Clients must take all reasonable precautions to ensure that no damage occurs to the property of Washingborough Hall Hotel (WHH) or its employees. In the event of any damage occurring, WHH will render the client liable for the replacement or repair of any or all property damaged.
2. The client shall ensure that nothing is fixed to the floors, walls, ceilings or any other interior or exterior of the premises by any means. Eg. Blue tack must not be stuck to any walls.
3. Washingborough Hall Hotel reserves the right to re-allocate a different function room on the day of the event.
4. Commission is payable to booking agents at 8% and is to be levied on top of the inclusive of VAT prices quoted above.
5. Clients Equipment. WHH cannot accept responsibility for any equipment, provided by, for, or on behalf of the client, left unattended prior to, during or after the function.

Cancellation policy:

Over 31 days before : No charge.

Between two weeks & one month : 50% charge

Less than fourteen days : Full charge.

Percentage charge applies to the total value of the accepted quote including 24 hour delegate rates.



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Sample Conference 2 Course Lunch Menus

For Main Course....

Pan-seared Chicken Breast, Forest Mushroom Fricassée
Roast Salmon Fillet, Sun-blushed Tomato & Olive Sauce Vierge
Open Tartlet of Roast Beetroot, Glazed Goats Cheese & Toasted Pine Nuts, Pesto Dressing
Confit of Butternut Squash & Thyme Risotto, Root Vegetable Crisps
Slow Braised Beef Bourguignon, Smoked Bacon & Herb Dumplings
Smoked Haddock & Spinach Tagliatelle
All main courses are served with seasonal vegetables & potatoes.

For Dessert....

Crème Brûlée
Lemon Tart with Raspberry Sorbet
Goey Chocolate Brownie with Vanilla Ice Cream
Pear & Blackberry Crumble with Crème Anglaise
Crème Caramel
Sticky Ginger Pudding with Ginger Wine Sauce

Sample Finger Buffet Menu

Selection of Sandwiches on Seeded & Farmhouse Bread
Boston Sausage Rolls
Assorted Quiches
Honey & Mustard Cocktail Sausages
Mini Fish Cakes, Tartar Sauce
Filo Prawns, Sweet Chilli Sauce
Quail Scotch Eggs, House Chutney
Coronation Chicken Crostini
Selection of Mini Desserts / Cakes

Hot Fork Buffet Menu available upon request

Whilst we will always do our best to reduce the risk of CROSS-CONTAMINATION in our restaurant and other food service areas, we CANNOT GUARANTEE that any of our dishes are free from allergens and therefore cannot accept any liability in this respect.

Guests with severe allergies are advised to assess their own level of risk and guests must understand they consume dishes at their own risk.