

ROYAL ASSEMBLY ROOMS

Corporate Events and Business Meetings

Bring a touch of Victorian grandeur to your event or conference by booking The Royal Assembly Rooms attractive, air conditioned Banqueting Suite which will seat up to 250 delegates, theatre style.

For boardroom meetings and smaller business gatherings we have suitably sized rooms which means we can cater for just a few people right up to large corporate events.

The Royal Assembly Rooms is fully equipped with Wi-Fi, projector, screen, sound system and even a small platform stage area if required.

Our out of town location means that we have our own large car park accommodating up to 70 vehicles so that your colleagues and clients have one less thing to worry about when they arrive!

We can offer full and half-day delegate rates which include various hospitality options from light refreshments to full hot or cold buffets.

Our dedicated, events team will be delighted to assist you with your event, whether it's a business breakfast or a company ball.

For more information or to make arrangements to view the Royal Assembly Rooms, please call: 07563 651 989/ 01493 855893 or email: wendy@royalassemblyrooms.co.uk.

Day Time Room Hire for Corporate Events, Business Meetings and Training Sessions 2016/17

Banqueting Suite/Conference Room (for up to 250 delegates)	Boardroom (for up to 24 boardroom style & 30 training)	Temple Rooms (for up to 80 delegates) No projector & screen
Half day up to 4 hours £125.00 Full day up to 8 hours £250.00	Half day up to 4 hours £60.00 Full day up to 8 hours £120.00	Half day up to 4 hours £75.00 Full day up to 8 hours £150.00

Evening Room Hire for Corporate Events & Award Presentations 2016/17 (Includes Licensed Bars)

Banqueting Suite up to 160 formal dining & 250 buffet style	Boardroom Maximum 30 guests	Temple Room up to 80 formal dining & 120 buffet style
From 6pm to 12.30am Up to 80 guests £325.00 Up to 250 guests £395.00	From 6pm to 11pm £75.00	From 6pm to 12.30am £250.00

Room Hire Includes:

- Wi Fi (Fibre Optic)
- Chilled Water and Glasses
- Air Conditioning (Main Banqueting Suite)
- Free on Site Car Parking
- Sound System
- Bespoke Catering Options
- Projector & Screen
- Flip Chart & Pens
- Set up of Room According to Requirements
- Dedicated Event Coordinator
- Accessible Car Parking, Toilet and Facilities
- Staging Platform Available



ROYAL ASSEMBLY ROOMS



Corporate Catering

Morning / Mid-Morning / Arrival Options (per person)

- Fresh Filter Coffee / Tea ~ £1.50*
- Fresh Filter Coffee / Tea / Fresh Orange / Apple Juice ~ £2.50*
- Fresh Orange / Apple Juice ~ £1.50*
- Fresh Filter Coffee / Tea with Pre Wrapped Biscuits ~ £2.00*
- Selection of Pre- Wrapped Biscuits ~ £1.00*
- Freshly Baked Danish Pastries ~ £2.00*
- Freshly Baked Croissants, Jam & Butter ~ £2.00*
- Selection of Warm Bacon/Sausage/Egg rolls ~ £2.50*
- Selection of Warm Bacon/Sausage/Egg Larger Baps ~ £3.00*

Lunch Options (per person)

- Light Lunch ~ £6.00*
- Selection of Sandwiches, Bridge Rolls, Homemade Sausage Rolls and Crisps*
- Buffet Lunch ~ £7.50*
- Choose your Lunch Selections from Buffet Option 1 on our Cold Buffet List*

Afternoon / Break Options (per person)

- Fresh Filter Coffee / Tea ~ £1.50*
- Fresh Filter Coffee / Tea / Fresh Orange / Apple Juice ~ 2.50*
- Fresh Orange / Apple Juice ~ 1.50*
- Fresh Filter Coffee / Tea with Pre -Wrapped Biscuits ~ £2.00*
- Selection of Pre -Wrapped Biscuits ~ £1.00*
- Petite Fours ~ £1.50*
- Freshly Baked Mini Cake Selection ~ £2.00*
- Homemade Mini Scones with Fresh Cream & Jam ~ £1.75*

Various other bespoke options are available for example Continental & Full English Breakfasts, Buffet Option Two and Hot Fork Buffet Lunches. Prices would be quoted on application.



ROYAL ASSEMBLY ROOMS



Celebration & Corporate Buffet Options

Choose from a selection of cold, hot & traditional buffets as well as our delicious High Tea and Colonial Tea Options...

Hot & Cold Buffets

Collection One

- *Honey Roast Baby Back Ribs ***
- *Sliced Smoked Scottish Salmon with Fresh Lime & Dill*
- *Hand Carved Ham and Cheddar Ploughman's Platter*
- *Orange, Thyme and Fennel Chicken Skewers with Sour Cream Dip ***
- *Thai Prawn Skewers Served with a Thai Sweet Dipping Sauce*
- *Mini Thai Fish Cakes with Thai Sweet Chili, Dipping Sauce ***
- *Homemade Chicken Goujons with a Garlic Mayo or Mint Yoghurt Dip ***
- *Continental Sliced Meat and Cheese Platter*
- *Fried Plaice Goujons Served with Tartar Sauce ***

Collection Two

- *Bruschetta with Traditional Italian Toppings*
- *Spanish Tortilla with Olives, Tomatoes & Oregano*
- *Mini Sausages Wrapped in Smoked Bacon ***
- *Traditional Homemade Mini Pizzas*
- *BBQ Chicken Wraps*
- *Marinated Sticky Chicken Pieces ***
- *Grilled Chicken Satay Skewers, with a Sour Cream & Coriander Dip ***
- *Homemade Scotch Eggs*
- *Spicy Chorizo Sausage and Red Pepper Skewers*
- *Homemade Quiche Fingers*
- *Mini Goats Cheese & Sundried Tomato Tartlets*
- *Mini Shepherd's Pies ***
- *Thai Chicken Skewers ***
- *Mixed Petit Fours & Mini Scone Plate (Sweet cake option)*
- *Cheese, Ham & Pineapple Kebabs*
- *Breaded Mushrooms with a Garlic Mayo Dip ***

Collection Three

- *Marinated Italian Tomato Salad with Lemon Thyme & Olive Oil*
 - *Caesar Salad ~ Lettuce, Homemade Croutons & Parmesan Served with a Caesar Dressing and Cracked Black Pepper*
 - *Mini Roast Potatoes with Garlic & Rosemary, Served with a Mint Yoghurt Dip ***
 - *Taramasalata & Hummus Served with a Selection of Crudités and Pitta Breads*
 - *Baby Potato Salad with a Roast Garlic, Chive & Mayonnaise Dressing*
 - *Mini Jacket Potatoes with Sour Cream, Chives & Bacon Bits*
 - *Selection of Vol-au-vents with Seasonal Fillings*
 - *Homemade Sausage Rolls and Cornish pasties ***
 - *Mediterranean Vegetable Skewers*
-

Prices:

Silver Cold Buffet (Menu 1) £7.50 per head

Selection of sandwiches & Bridge rolls, plus...

- 2 Choices from Collection One
- 2 Choices from Collection Two
- 2 x Choices from Collection Three

Gold Hot & Cold Buffet (Menu 2) £10.50 per head

As Silver Buffet, except can chose three options to have served warm

*Items marked ** are the items that may be chosen as hot options in a Hot and Cold Buffet*