

# Conferences & Meetings 2011



box end park

Box End Road, Kempston, Bedford MK43 8RQ

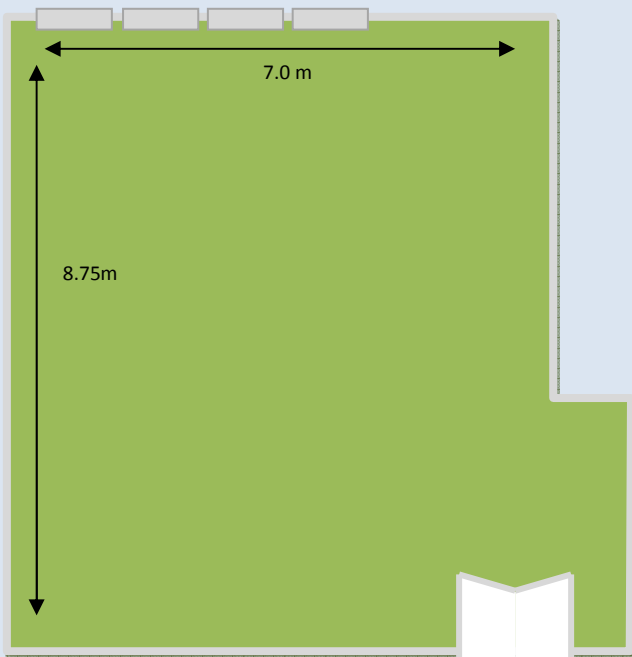
Phone: 01234 846222

[www.boxendpark.com](http://www.boxendpark.com)

# Conference & Meeting Rooms



## THE CEDAR ROOM



Ideally suited for small conferences, large meetings, training courses and presentations The Cedar Room is the largest and most flexible of our meeting rooms. The double doors open out onto the main gallery which overlooks the bar and restaurant below and boasts great views across the Southern Lake. The gallery offers ultimate versatility as a space for conference registration, reception drinks, informal break outs and group work and is the ideal spot for a tea and coffee break and buffet lunch.

### ROOM CAPACITIES

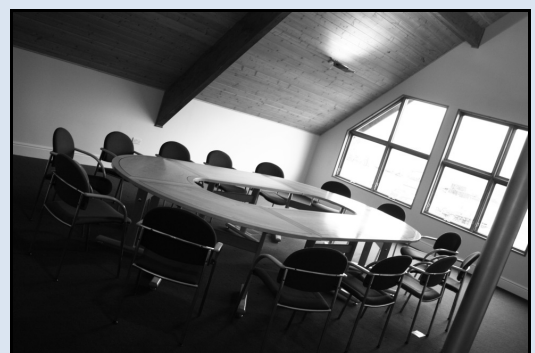
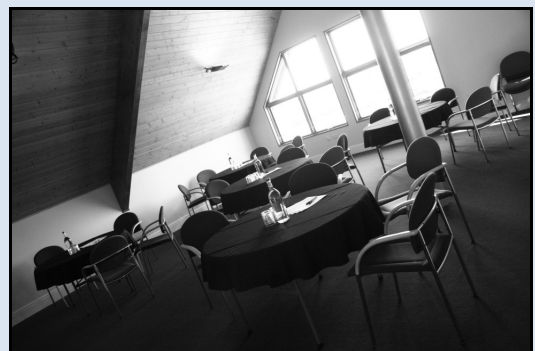
Theatre style	50
Boardroom	18
Cabaret	35

### FEATURES

Flip chart, pad, pens	Blackout blinds
Induction loop	Natural light
Ceiling mounted projector (additional charge)	Wireless internet access

All meeting room prices include:

- Unlimited still & sparkling mineral water
- Flip chart, pad & pens – additional flip charts can be provided on request.
- Attentive and knowledgeable events management staff available throughout the day.



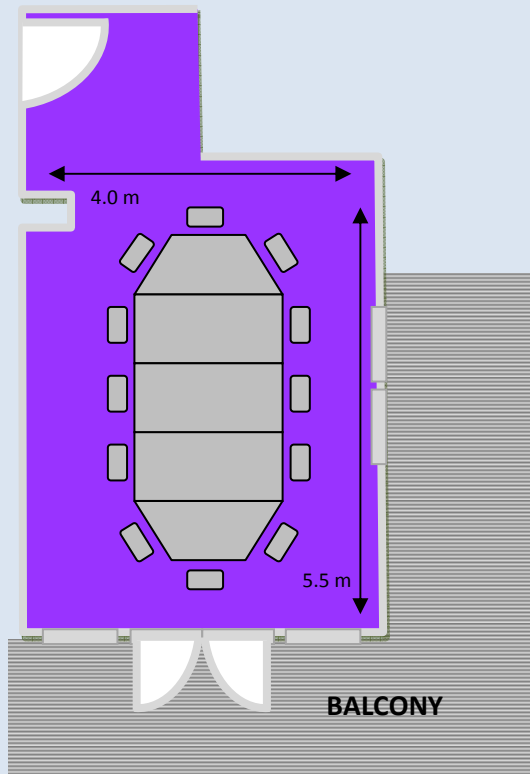
### PRICING

Per hour	£36.00
4 hours	£130.00
All day (8 hours)	£245.00
Prices are exclusive of VAT.	

# Conference & Meeting Rooms



## THE MAPLE BOARDROOM



Situated in a quiet end of the building this bright and airy boardroom seats up to 12 delegates and offers a unique space ideal for meetings and small seminars.

Delegates using The Maple Room benefit from double doors opening onto a large outdoor balcony with superb views over the lake perfect for a summer drinks reception, a stretch of the legs during a coffee break or simply a re-energising breath of fresh air.

### ROOM CAPACITIES

Boardroom	Up to 12
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### FEATURES

Flip chart, pad, pens	Natural light
Portable projector (additional charge)	Internet access

All meeting room prices include:

- Unlimited still & sparkling mineral water
- Flip chart, pad & pens. Additional flip charts can be provided on request.
- Attentive and knowledgeable events management staff available throughout the day.



### PRICING

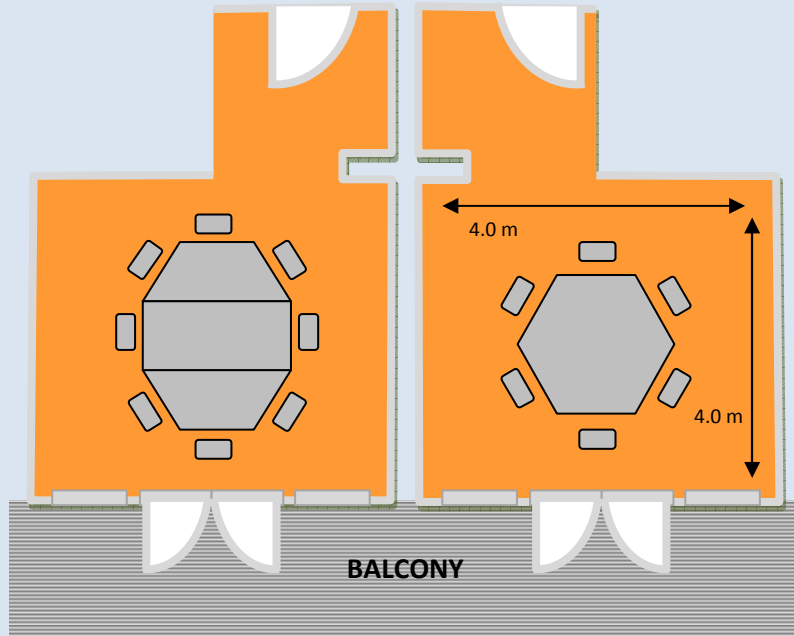
Per hour	£28.00
4 hours	£100.00
All day (8 hours)	£180.00

Prices are exclusive of VAT.

# Conference & Meeting Rooms



## THE REDWOOD ROOMS



### ROOM CAPACITIES

Theatre style	10
Boardroom	Up to 8

### FEATURES

Flip chart, pad, pens	Natural light
Portable projector (additional charge)	Internet access

A range of teas, freshly brewed coffee and soft drinks can be provided to order avoiding the need for unnecessary forward planning. If you are intending to enjoy lunch with us we can provide you with a pre-arranged bespoke hot or cold buffet in your meeting room or, alternatively, the bar and restaurant offers delegates the opportunity to break for a freshly prepared lunch or to unwind at the end of a meeting with a relaxing drink by the lake. If you wish to continue working through lunch time we can serve any dishes from our a la carte restaurant menu directly to your room.

If you are looking to hold a quiet meeting away from the constant interruptions of the office look no further. The Redwood Rooms are the ideal environment - quiet, comfortable and secluded.

These two bright and airy meeting rooms are ideally suited for small meetings, break-out groups or private working lunches.

Clients using these rooms benefit from double doors opening onto an outdoor balcony with superb views over the lake. This offers delegates the chance for a breath of fresh air and to stretch their legs with a coffee or to simply push open the doors and enjoy a cool breeze while working through a summer afternoon.



### PRICING

Per hour	£20.00
4 hours	£74.00
All day (8 hours)	£140.00

Prices are exclusive of VAT.

All meeting room prices include:

- Unlimited still & sparkling mineral water
- Flip chart, pad & pens. Additional flip charts can be provided on request.
- Attentive and knowledgeable events management staff available throughout the day.

# Catering & Refreshments



## Hot and Cold Buffets

If you are looking for an easy no-fuss option we can offer you a selection of delicious hot and cold set menus ranging from handy on-the-go finger foods through to a plated knife & fork buffet. We also have an exciting selection of set menus with influences from around the globe from the sumptuous tastes of the Mediterranean to the richness of the Indian cuisine all freshly prepared by our team of Chefs. Alternatively if you have an idea in mind and a budget to stick to we can work with you to come up with an entirely bespoke menu for whatever occasion you are planning.

Large Sandwich Platter Includes platter of fresh sandwiches, handmade cakes, fresh fruit, juices, cordials, tea and coffee.	£6.95
Finger buffet (choose a minimum of 5 options from our selection of freshly prepared finger buffet choices)	£10 – 18.00
Set buffet menus	£11 – 20.00
Bespoke buffets and dinner menus Just let us know any ideas you have and we can put a menu together for you tailored specifically to your event, your guests and your budget.	£12 – 40+

Prices are per person and are exclusive of VAT.

## Corner 5 Restaurant & Bar

The bar and restaurant offer delegates an opportunity to break for a freshly prepared lunch or to unwind at the end of the day with a relaxing drink by the lake.

Groups of 8 or more are required to pre-order their menu choices. Smaller groups can order on the day either at the table or, for a working lunch, we can serve any dishes from our a la carte restaurant menu directly to your room.

## Refreshments

A wide selection of teas and freshly filtered coffee can be provided for delegates to kick start the day and at break times. Why not indulge with a mouth-watering selection of warm pastries to welcome your guests. If you have something to celebrate our carefully selected wine list offers the opportunity to select the perfect reception drink for the occasion.

Tea & coffee	(Prices are per person, per round)	£1.50
Tea, coffee & biscuits		£1.75
Pastries		£1.20

Prices are exclusive of VAT.

## Dietary Requirements

All dietary requirements can be catered for. Where possible, advance notice of any particularly unusual dietary requirements allows our Chefs the opportunity to prepare a more appropriate alternative option.