

Day Delegate Rates 2009

Our Day delegate and 24 hour delegate rates have been tailored to make things easy for you and include room hire, and all facilities as described below.

Traditional Day Delegate rate £28.00 per delegate

On arrival

Freshly brewed Fair Trade coffee, tea and infusions with home made biscuits.

Mid morning

Freshly brewed Fair Trade coffee, tea and infusions with home made biscuits.

Two course Conference Buffet style Lunch

To include Chef's selection of meats and four salads, a choice of two hot dishes and a vegetarian option using the best of Cornish produce

Freshly brewed Fair Trade coffee, tea and infusions

Mid Afternoon

Freshly brewed Fair Trade coffee, tea and infusions with home made biscuits

The use of the Beach Club at a supplement of **£4.00** per delegate including large heated swimming pool, spa, steam room sauna, (Must be pre-booked when confirming number of delegates).

Exclusive Day Delegate rate £34.50 per delegate

On arrival

Freshly brewed Fair Trade coffee, tea, infusions and Orange juice with Fresh baked Croissants.

Mid morning

Freshly brewed Fair Trade coffee, tea and infusions with home made biscuits.

Two course Conference Buffet style Lunch

To include Chef's selection of meats and four salads, a choice of two hot dishes and a vegetarian option using the best of Cornish produce

Freshly brewed Fair Trade coffee, tea and infusions

Mid Afternoon

Freshly brewed Fair Trade coffee, tea and infusions with fresh baked Pastries

Complimentary use of the Beach Club including large heated swimming pool, spa, steam room sauna, (Must be pre-booked when confirming number of delegates).

All prices quoted are inclusive of VAT at the current rate.



Meeting & Conference Rooms

Pendennis Suite

A large room that can be sub-divided into two separate areas accommodating up to 175 people.

Feathers Suite

Directly off the main reception with easy vehicle offloading and adjoining the Feathers Bar. Private facilities available.

Gyllyngvase Suite

A small conference area in a great location overlooking the beach. Situated at 200 level with side car park access.

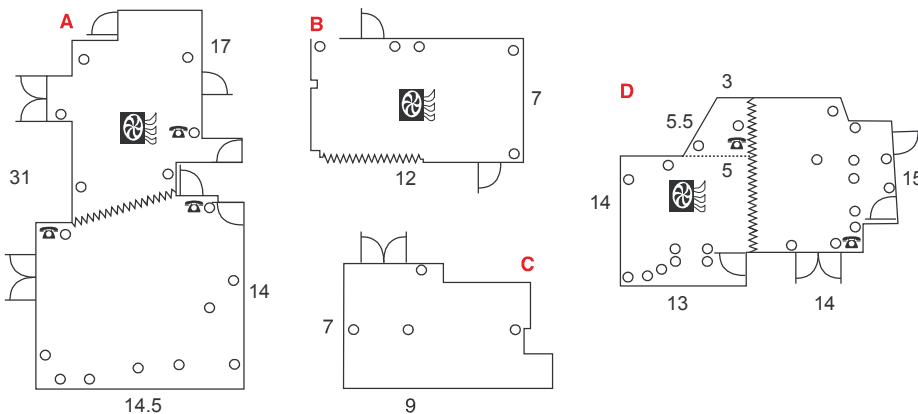
Sandpipers

A spacious room that can be sub-divided into two separate areas plus a third 'balcony' area ideal for a breakout section.

N.B. A portable dance floor is available for use in all suites.

Measurements below are in metres

	max length m	max width m	max height m	Theatre Style	Class Room	Board Room	'U' Shape	Natural Day light	Location
A Pendennis	31	14.5	3	175	120	60	50	No	First
B Feathers	12	7	2.3	60	40	25	30	No	Ground
C Gyllyngvase	9	7	3	30	20	12	10	Yes	First -
D Sandpipers	27	19.5	3	300	200	125	100	No	Ground



Key: ○ 13 amp socket □ Door ☎ Tel ☰ Microphone socket WW Folding/removable partition ⚡ Aerial 🌬️ Air Conditioning

Best Western

Falmouth Beach Hotel
the hotel by the beach



Day delegate rates include

Room Hire 7.30am to 17.30
Overhead Projector & screen
DVD player
Television
Flip charts and pens
Bottled Cornish water
Mints
Stationary
One Breakout room

Free Wi-Fi internet
Video player
Digital projector
White Boards
Conference support box
Cordials
Place names
Photo copying

The use of the Beach Club including large heated swimming pool, spa, steam room sauna, (Must be pre-booked when confirming number of delegates).

24hour Delegates Rates £115.00

To include the **Exclusive Day Delegate** * plus Overnight accommodation in an en suite bedroom
Three course carvery dinner in the restaurant
Full English Breakfast

24hour Delegates Rates £109.00

To include the **Traditional Day Delegate** * plus Overnight accommodation in an en suite bedroom
Three course carvery dinner in the restaurant
Full English Breakfast

* Please refer to Insert 1 for description of day delegate packages.

Meeting & Conference Rooms

Room Hire Only

Sandpipers Suite

Up to 300 theatre style

Sandpipers Phase 1

Up to 150 theatre style

Sandpipers Phase 2

Up to 150 theatre style

Pendennis Suite

Up to 175 theatre style

Pendennis Phase 1

Up to 75 theatre style

Pendennis Phase 2

Up to 100 theatre style

Feathers Suite

Up to 60 theatre style, located on ground floor

Gyllngvase Suite

Up to 20 theatre. Informal room with sea view

Full Day

£950.00

£500.00

£500.00

£750.00

£400.00

£400.00

£350.00

£200.00



Terms & Conditions

Charges

- 1 A day delegate eight hour rate is deemed to include coffee on arrival and two breaks for tea/coffee including biscuits (or pastries where applicable); a three course lunch or buffet including coffee; room hire and equipment as detailed on the booking contract.
- 2 A 24hr rate includes the 8hr package plus a four course dinner including vegetarian options and coffee; English breakfast and accommodation. A 36hr package includes the aforementioned plus one further day delegate package.
- 3 Account facilities will only be granted to those companies or individuals which have established credit facilities in advance. Companies requiring credit facilities will need to apply to open an account 14 days in advance of the event.
- 4 The Client agrees to pay total contract costs on the due dates, failing which, interest will be charged monthly, at 5% above base rate, as per our contract terms.
- 5 The Hotel reserves the right to withdraw credit facilities at any time without notice.
- 6 The Hotel reserves the right to request a deposit or pre-payment at the time of confirmation of booking and to request interim payments as the conference proceeds. The deposit is considered to be 10-20% of the total contract costs.
- 7 Supplement of £5.00 per delegate is payable on each conference package if the group is less than 20 people.

Cancellations

The Hotel reserves the right to charge the following sums for any loss of income due to cancellation, non-arrival, or substantial reduction in the numbers confirmed for services as follows, unless a booking is obtained for the same dates from a third party on no less favourable terms:

Cancellation period

- 1-3 months prior to event
- 14 & 31 days prior to event
- 3 & 13 days prior to event
- 3 days or less prior to event

Charges

- Deposit held
- 50% of total anticipated charges
- 70% of total anticipated charges
- 100% of total anticipated charges

In all instances, notification of cancellation must be made in writing and will be effective on the date received by the hotel.

Liability

- 1 The Hotel will not be liable to the Client and/or persons attending the conference for injury to persons or loss or damage to property unless negligence can be proved, but otherwise will be under no liability to them whatsoever.
- 2 The Client will be liable for any loss or damage to the Hotel's property including walls, light fittings and equipment (including items hired for their use) or injury to any person including the Hotel's staff and shall indemnify the Hotel against any loss or liability (other than the Hotel's liability in 1 above) arising from the conference.
- 3 The Client is advised to consider arranging insurance for the conference covering public liability and loss damage to its property and that of persons attending the conference.

General

- 1 The Hotel will take all reasonable steps to fulfil the reservation to the best of its ability and in accordance with the details provided. However, it reserves the right to provide alternative services of at least an equivalent standard at no extra cost to the Client.
- 2 Whilst the company has taken all reasonable steps to ensure that the information contained in its brochures, tariffs, leaflets and advertisements is accurate, it reserves the right to alter, substitute or withdraw any service, facility or amenity without notice if necessary.
- 3 Notwithstanding anything contained in these Terms, the company will not be liable for any failure to perform its obligation to the Client in whole or in part as a result of any of the following circumstances:

General

- | | |
|--|------------------------------|
| a Strikes | b Other industrial action(s) |
| c Fire at or near the Hotel | d Flood at or near the Hotel |
| e Civil unrest, dispute or commotion | f Act of God |
| g Legal action against the company, not resulting from its negligence, preventing the supply of services | h War |

Greener Events Guide

The Greener Events Guide has been developed by the Government Office for the South West in order to reduce the impact conferences and events have on the environment.

There is a full checklist available to download from www.oursouthwest.com/SusBus/events which covers aspects such as:

- Venue Selection
- CO2 Emissions (including travel)
- Catering & Locally Produced Food
- Reducing Waste (& costs)

Please take advantage of this guide when organising your conference. If you would like a copy of the checklist please ask your Conference Co-ordinator.

Greener Events
www.oursouthwest.com

organised in accordance with the principles of the nationally recognised "Greener Events" guide

*This is part of "Greener Events", a guide on reducing the environmental impacts of conferences and seminars. Published on the BUSINESS page of www.oursouthwest.com with other sources of guidance, management tools and environmental support programmes.
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Local Produce Statement

In order to reduce food miles, support the local economy and provide the freshest food possible we use local seasonal produce to create the majority of our dishes.

Unless otherwise stated the fish on our menus was caught in Cornish waters and has not left the county once on its journey to your plate.

The meat we use is also sourced locally by a Cornish company and our fruit, vegetables and herbs are sourced from suppliers in Falmouth and Hayle.

Our dairy products are made locally by Cornish companies such as the famous Rodda & Son and Roskillys. We also serve a fine selection of Cornish cheeses.

To show our commitment to local produce we have now joined forces with Taste of the West.

