

# Day Delegate Package

PAVILIONS  
..... of .....  
HARROGATE

We are delighted that you are considering Pavilions of Harrogate for your conference.

Conveniently situated on the southern edge of the town, amidst beautiful rural surroundings, the venue has excellent road, air and rail links and is close to Leeds and York making it ideally located for events in the north of England.

We have 14 rooms, suitable for anything from a one to one interview up to a theatre style conference for 640. In addition our extensive grounds are ideal for outdoor activities.

The venue is renowned for first class quality catering using the best of Yorkshire produce where possible.

At Pavilions of Harrogate, you will find an experienced and professional team with a "can do" approach dedicated to ensuring that your event is a success.

All our Day Delegate Packages include:-

- **Extensive, adjacent, FREE car parking**
- **FREE wireless internet access**
- **Use of a conference room in a style to suit your requirements**
- **Flexibility of access and closing times**
- **3 x servings of coffee, tea and biscuits**
- **Decaffeinated, herbal and fruit hot beverages available**
- **Lunch with vegetarian and special diets catered for**
- **Speaker's bottled water**
- **1 x projection screen, 1 x flip chart, pad and pens**
- **Delegate name place cards, pencils and note paper**
- **Staging and lectern available by arrangement**
- **Provision of maps to send to delegates**
- **PA system with 2 x mics if 60+ delegates and pre-booked**
- **Event signage**
- **VAT at 20%**
- **Prices are valid until 31<sup>st</sup> December 2012**

## *Technical Requirements*

A full range of additional audio visual equipment can be arranged.

## *Syndicate/Workshop/Breakout Rooms*

We have various suitable rooms and will be delighted to discuss availability and costs with you.

Call us now on 01423 544544

Fax: 01423 551234

e-mail: [enquiries@pavilionsofharrogate.com](mailto:enquiries@pavilionsofharrogate.com)

Website: [www.pavilionsofharrogate.com](http://www.pavilionsofharrogate.com)

Pavilions of Harrogate, Great Yorkshire Showground,  
Harrogate, North Yorkshire, HG2 8NZ (Sat nav: HG2 8QZ)



Day Delegate Package

Option A – Finger Buffet Lunch

Number of Delegates:	Less than 15	£43.40
	15 - 40	£40.35
	41+	£37.30

*Typical Finger Buffet Luncheon*

Bridge rolls filled with:-

Smoked chicken and apple  
Fresh poached salmon and cucumber  
Yorkshire roast beef and horseradish  
Egg mayonnaise

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Sesame chicken strips with a mustard mayonnaise  
Tuna mayonnaise in a tortilla wrap  
Vegetable spring rolls  
Ratatouille tartlet

\*\*\*\*\*

Mini banoffee pie  
Chocolate truffle thimbles

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Coffee and tea

Option B – Fork Buffet Lunch

Number of Delegates:	Less than 15	£45.95
	15 - 40	£44.45
	41+	£41.90

*Typical Fork Buffet Lunch*

Chicken and tarragon casserole  
Spinach and mushroom cannelloni  
Hot roasted potatoes  
Leek and stilton quiche  
Tomato, onion and olive salad  
Mixed leaf salad  
Chef's selection of fresh vegetables

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Chocolate roulade with fresh cream  
Pear and almond tart with fresh cream

\*\*\*\*\*

Coffee and tea

*Option C – Two-Course Lunch plus Coffee and Tea*

Number of Delegates:	Less than 15	£49.00
	15 - 40	£47.50
	41+	£44.45

(Please choose two courses or for a three-course lunch please add £5.10 per delegate)

*Waitress Served Lunch*

Please choose two courses as required and one item from each course

Home-made carrot and coriander soup  
Melon with seasonal berries  
Smoked salmon parcel filled with cream cheese, diced tomato, cucumber and radish

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Fillet of salmon in a cream and coriander sauce  
Venison sausages with red onion mash and redcurrant jus  
Chicken fillet with mushroom sauce

\*\*\*\*\*

New potatoes  
Selection of fresh seasonal vegetables

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Chocolate and Amaretto terrine served with vanilla cream  
Banana and toffee crumble served with ice cream  
Raspberry Pavlova served with raspberry coulis

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Coffee and tea

### *Additional Refreshments*

- |                                       |                     |
|---------------------------------------|---------------------|
| ▪ Hot filled breakfast rolls          | £4.00 per person    |
| ▪ Additional coffee, tea and biscuits | £2.15 per serving   |
| ▪ Still or sparkling bottled water    | £2.55 per litre     |
| ▪ Orange Juice                        | £4.60 per litre jug |
| ▪ Danish pastries                     | £2.00 per person    |
| ▪ Fruit scones with jam and cream     | £2.00 per person    |

### *Additional Services*

- |   |       |
|---|-------|
| ▪ Photocopying and printing black and white (per side,) | 20p   |
| ▪ Photocopying and printing colour (per side,)          | 40p   |
| ▪ Fax (per page)  | £1.00 |

### *Additional Audio Visual Equipment*

All items must be booked in advance. These prices apply for items when not included in the day delegate rates:-

- |                                     |         |
|-------------------------------------|---------|
| ▪ Flipchart stand, pad and pens     | £15.00  |
| ▪ Overhead projector                | £20.00  |
| ▪ Projection screen                 | £20.00  |
| ▪ TV and video                      | £60.00  |
| ▪ TV and DVD                        | £60.00  |
| ▪ CD Player                         | £20.00  |
| ▪ Data projector                    | P.O.A.  |
| ▪ PA system including 2 microphones | £100.00 |
| ▪ Additional microphones – each     | £40.00  |
| ▪ Technician per hour               | £35.00  |
| per day (up to 9 hours)             | £235.00 |

### *Additional Telecommunications*

- |  |        |
|--|--------|
| ▪ Telephone line (please advise if handset required) | £60.00 |
| ▪ Telephone line with conference telephone           | £80.00 |
| ▪ Wired internet connection                          | £60.00 |
| ▪ Access to the wireless internet                    | FREE   |

We would be pleased to discuss with you any other audio visual and telecommunication requirements you may have, and advise you of costs.

Prices of additional items inclusive of VAT at 20%