



# New Kent Hotel



## Conference Centre Conference Facility Information



# Meeting Your Needs

We can offer you a variety of suites to choose from whether you require a large function room for a presentation or a more intimate room to conduct interviews; your specific needs can be accommodated. A number of packages are available, and we can provide any audiovisual equipment that you may require. We are conveniently situated only 10 minutes from Newcastle central station, 15 minutes from the airport, and less than a mile from all major north south motorways.

## Conference Suite Sizes and services

Suite	Height	Length	Width	Natural Day Light Blackout	Power Voltage	Internet
George's	3.00m	12.80m	11.80m	Yes	240	WiFi
Lounge	3.00m	10.00m	8.20m	Yes	240	WiFi

Max/Suite	Theatre	Boardroom	Classroom	U Shape	Cabaret	Dinner/Banquet
George's	100	50	50	40	60	80
Lounge	30	20	20	N/a	20	N/a

Room Hire Charges	Breakfast Rate 07.00hrs to 09.00hrs	Full Day 09.00hrs to 17.00hrs	Half Day 09.00hrs to 13.00hrs or 13.00hrs to 17.00hrs	Night Rate 18.00hrs to 22.00hrs	12 Hours 09.00hrs to 21.00hrs
George's	N/a	175	85	N/a	N/a
Lounge	45	100	75	N/a	N/a

### Day Delegate Rate (Minimum 10 Delegates)

- Arrival tea / coffee
- Mid morning tea / coffee with biscuits
- Two course Bistro lunch or working Buffet lunch
- Afternoon tea coffee with biscuits
- Room Hire
- Free WI FI Internet Facilities
- Pens, Paper, Minerals & Cordials
- Flip Chart, OHP and Screen
- £29.50 per person

### 24hr Conference Rate (Minimum 10 delegates)

- Mid morning tea / coffee with biscuits
- Two course Bistro lunch or working Buffet lunch
- Afternoon tea coffee with biscuits
- Room Hire
- Free WI FI Internet Facilities
- Pens, Paper, Minerals and Cordials
- Flip Chart, OHP and Screen
- Overnight Accommodation
- Three course Dinner and Full English breakfast
- £102.00 per person

### Breakfast Day Delegate Rate (Minimum 10 Delegates)

- Full English Breakfast with tea coffee and toast
- Room Hire
- Free WI FI Internet Facilities
- Pens, Paper, Minerals & Cordials
- Flip Chart, OHP and Screen
- £15.00 per person

**(Inc VAT at current rate)**

## Equipment Charges per Day

- OHP & Screen £45.00
- Extra Flip Charts £5.00
- Carousel Projector £30.00
- DVD/VIDEO £45.00
- Data Projector on request £95.00
- PA System on request
- 48 inch Plasma TV £50.00

## Additional catering items

- Bacon Rolls £4.50 per person
- Tea, Coffee & Biscuits £1.80 per person
- Danish Pastries £2.00 per person
- Scones, Muffins and Tea Breads £2.75 per person
- Selection of Cheeses and Oat Cakes £3.95 per person

## Hotel facilities

- 15 Standard en Suite Singles
- 13 Standard en Suite Doubles/Twins
- 2 Standard Triples
- 2 Standard Family Rooms (quads)
- George's Bar and Restaurant
- Function and Banqueting Suite
- Free Car Parking for guests
- Free WI FI Internet Connection
- Complimentary Morning Newspaper