

Looking for a venue for a meeting, conference, exhibition or training day?

The Best Western Brook Hotel has ample conference facilities to suit from 2 to 150 delegates in our filby suite that can be partitioned into 6 smaller event rooms depending on your requirements.

The Hotel benefits from an ideal location close to the city centre, Norwich International airport and the A47 with FREE onsite parking for up to 100 cars. Delegates can also take advantage of our free Wi-Fi which is available throughout the hotel.

Our conference rooms offer space and comfort with natural daylight and air conditioning. We can provide projection equipment and flipcharts at an extra charge. Your event room will be set up for you by our dedicated team ready for your arrival, providing you tables, chairs, stationery and water.

The menus in this conference brochure offer an array of working lunches and hot and cold buffets to suit different dietary requirements.

If you are working towards a budget or require something more bespoke, no matter how big or small the Best Western Brook Hotel's event team will be at hand to create a suitable arrangement to fit your requirements.

**Contact us today, so we can make plans for an event to suit you:
Call: 01603 741161 or email: events@brookhotel.co.uk**

Brook Hotel Norwich

2 Barnard Road, Norwich, Norfolk, NR5 9JB T: 01603 741 161 F: 01603 741 500
E: events@brookhotel.co.uk www.brookhotel.co.uk

Prices

Food & Beverage

Sandwiches & Crisps	£4.95pp
Sandwiches and Chips	£6.95pp
Tea, Coffee, Bacon Rolls & Pastries	£6.95pp
Hot & Cold Buffet	£9.95pp
Tea, Coffee & Bacon Rolls	£5.95pp
Tea, Coffee & Pastries	£3.95pp
Tea, Coffee and Biscuits	£2.95pp
Tea & Coffee	£1.95pp
Jug of Cordial	£1.95pp

Equipment Hire

LCD Projector	£75.00
4ft Screen	£25.00
Flip Chart	£15.00

Day Delegate Rate

Tea, Coffee & Pastries on arrival, Morning Tea, Coffee & Biscuits, afternoon Tea, £29.95pp
Coffee & Cakes, Hot & Cold Buffet, Water & Cordials plus stationary & equipment.

24 Hour Rate

Day delegate rate plus dinner, bed and breakfast £125pp

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Room specifications and prices

CONFERENCE/EVENT ROOM CAPACITY & PRICING FOR 2018

Event Suite	Theatre Style	Exam	Class-room	Board-room	U-Shape	Cabaret	Banquet	Price
Barton	30 - 40	9	18	10-15	15	18	24	£100
Hickling	45 - 55	9	18	15 - 20	20	24	32	£100
Ormesby	60	15	30	25	20	30	40	£100
Filby	150	45	90	60	50 - 60	60	100	£200
Barton & Hickling	70 - 80	18	36	30	30	36	50	£150
Hickling & Ormesby	80 - 90	19	38	40	40	42	50 - 60	£150
Sutton	15	4	8	8	12	12	10 -16	£100
Salhouse	15	4	8	8	12	12	10 - 16	£100
Surlingham	40 - 50	8	16	20 - 25	20	24	30	£150
Ranworth	20 - 30	7	14	25	20	18	24	£100

Dimensions	Length	Width	Height	Dimensions	Length	Width	Height
Filby Suite	18.6m	8.3m	2.75 Max	Barton Suite	8.3m	5.5m	2.75 Max
Ormesby Suite	8.3m	7.8m	2.75 Max	Ranworth	6.85m	7.1m	2.75 Max
Hickling Suite	8.3m	5.6m	2.75 Max	Surlingham	11.8m	5.5m	2.75 Max

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