

CONFERENCE

ROOM HIRE ONLY

1/2 Day: £100 (8am-12pm/1pm-5pm)

Full Day: £150 (8am-5pm)

Monday-Thursday Evening: £100 (6pm-11pm)

Whole Day/Evening (Mon-Thur) £200 (Fri-Sun) £300

Friday-Saturday (6pm-11pm) £200 (9am-5pm) £200



San Clu Hotel, Victoria Parade, Ramsgate, Kent, CT11 8DT

Tel: 01843592345 reservations@sancluhotel.co.uk

www.sancluhotel.co.uk

CONFERENCE

Delegate rates

24 hour delegate (minimum 12 people) £130pp
Includes single occupancy room, Continental breakfast
meeting room, unlimited tea/coffee, light lunch

Day Delegate (minimum 12 people) £28pp
meeting room, equipment, unlimited tea/coffee, light
lunch

Bespoke packages available



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ROOM LAYOUTS

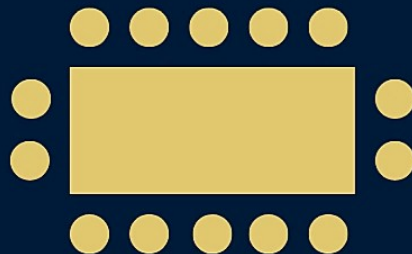
THEATRE STYLE

Rows of chairs (no tables) arranged with all participants facing towards the front of the room. This setup generally has a centre aisle for ease of delegates.



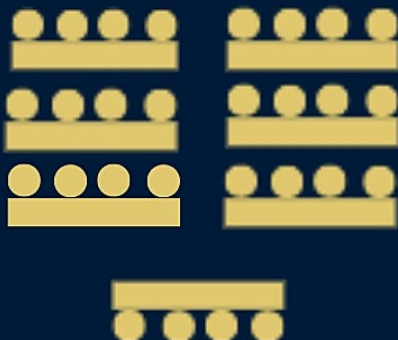
BOARDROOM STYLE

Mutiple rectangular tables arranged together in the centre of the room to create a single large table space.



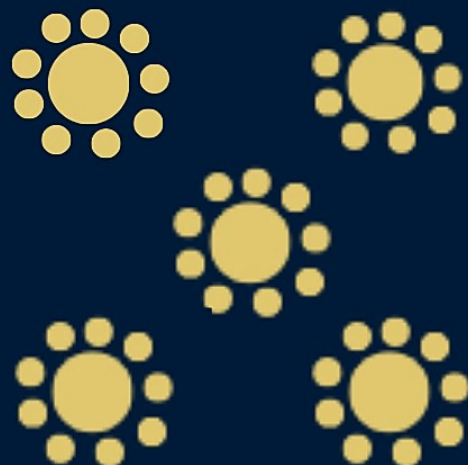
CLASSROOM

Rows of tables arranged with ll particeipants facing towards the front of the room



BANQUETING STYLE

Standard round tables neatly arranged throughout the room. Participants are seated around the entire perimeter of each table.



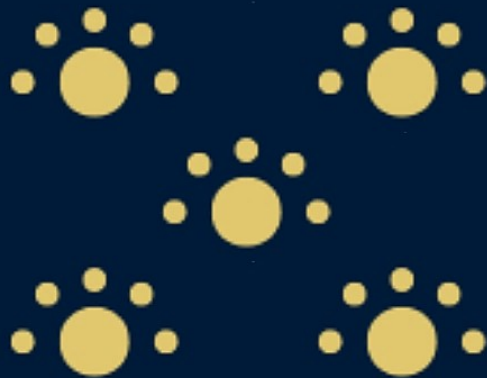
RECEPTION/ BUFFET STYLE

Rectangular tables placed at the edge of the room for food/drinks table. Additional smaller cocktail tables may also be arranged throughout the room for guests to place their drinks.



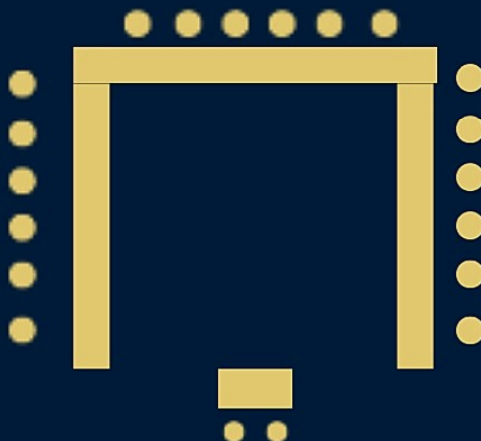
CABARET STYLE

Standard round tables neatly arranged throughout the room. Participants are seated around 50-70% of each table: no-one has their back to the presenter.



U-SHAPE/ HORSESHOE STYLE

Multiple rectangular tables arranged in a large U with open space in the middle. Participants are seated around the outside facing towards the centre of the U.



Catering

The menus are based on 1 choice of starter, main meal and dessert for the whole group. An additional course option can be offered if all guests select before hand, an additional charge of £1pp per course is charged to cover the cost of additional work for the chefs and waiting staff, a detailed menu plan of different options would be required. There is a minimum of 10 orders per item required (except for dietary requirements). Whilst we are happy to provide options for people that inform us of dietary requirements In advance any alterations made on the day will b charged as an extra meal. Please ask your guests to inform us of any food allergies prior to the meal taking place. All our food is prepared in a kitchen where nuts, gluten and other allergens are present, and our menu descriptions do not include all ingredients. Full allergen information is available on request. Outside catered food is not permitted, with exception to a celebration cake, no outside food or drink can be consumed on the premises. in the case of drinks, should any members of your party be found consuming drinks not purchased from ourselves they will be asked to leave immediately, if the situations escalated the function would be cancelled from that moment and all monies forfeited. By prior arrangement bottles of wine/ champagne can be supplied by yourselves and a corkage charge paid.

Menu choices and approximate numbers are required 21 days before your event, these are then finalised and paid for 14 days before the event.

We operate a zero-tolerance policy to underage drinking. Any guest purchasing alcohol for underage guests will have the drinks removed and possibly asked to leave. any physical or verbal abuse to any members of staff will not be tolerated and may lead to expulsion from the venue and event cancelled without any refund.

The San Clu complies with Challenge 25. Anyone who appears to be under the age of 25 will be challenged to provide ID proving they are over the age of 18. Acceptable forms of ID include Passport, Photo driving licence or a card bearing the PASS hologram.



Terms and Conditions - Events

The function room is exclusively yours for the duration of your event however the rest of the hotel is open to public.

Bookings and cancellations

A £300 non- refundable deposit is required to confirm your booking.

Any cancellations must firstly be made by telephone and then followed up in writing within 7 days.

28 days or less- loss of deposit, 14 days or less- 100% of the total cost including food will be charged.

We reserved the right to cancel your booking without liability to you and without an obligation to refund your deposit if the balance is not settled at least 14 days before the event.

Events outside our control

We shall not be liable or responsive for any failure to perform, or delay in performance of any obligations under our contract with you that is caused by events outside our reasonable control (such as serious damage to the venue, serious adverse weather conditions, a pandemic or epidemic, or interruption or failure of utility services such as electric power, gas or water). In these circumstances we shall make every effort to notify you as soon as is reasonably practical. If, because of such events, we believe we have no alternative venue of similar standard for a similar price but our sole liability to you shall be to refund you any money you have paid towards your event.

Limitation of our liability to you

Our total liability to you for any loss you suffer will be limited to the total amount of money payable to us for your event, we will not be liable for any losses which were not reasonably foreseeable to both you and us when the contract was entered into or any losses that were not caused by any breach of contract or breach of statutory duty or negligence on our part. nothing in these terms excludes or limits in any way our liability for death or persona; injury caused by negligence, fraud, or any other matter for which it would ne illegal; or unlawful for us to exclude or limit (or attempt to exclude or limit) our liability.

Terms and Conditions - Conference

These Terms and Conditions ("Terms") govern the booking and use of facilities for the residential conference at San Clu Hotel. By making a reservation or using our services, you agree to comply with these Terms:

1. Booking and Payment:

- Reservations are confirmed upon receipt of signed terms and conditions.
- Payment will be invoiced to Agiito on departure.
- Additional charges for extra services or damages incurred during the stay will be billed accordingly.

2. Cancellation and Refunds:

- Cancellations made 14 days prior to the conference start date will not be charged
- Cancellations/ no shows made after this period will be charged in full

3. Conference Facilities:

- The conference rooms and facilities will be provided as agreed upon in the contract.
- Any changes or additional requirements should be communicated in advance and may incur additional charges.

4. Accommodation:

- Accommodation arrangements will be made according to the number of attendees and room types specified.
- Any changes or cancellations to accommodation bookings must be made within the stipulated time frame to avoid penalties.

5. Use of Facilities:

- All conference and hotel facilities must be used responsibly and in accordance with the hotel's policies.
- San Clu Hotel reserves the right to refuse service or accommodation to anyone at its discretion.

6. Liability:

- San Clu Hotel is not liable for any loss, damage, or injury sustained by conference attendees, their guests, or their property during the event.
- Attendees are advised to secure personal insurance coverage as needed.

7. Force Majeure:

- San Clu Hotel reserves the right to cancel or amend conference bookings due to circumstances beyond its control, including but not limited to natural disasters, strikes, or government regulations.

By confirming a reservation for the residential conference at San Clu Hotel, you acknowledge that you have read, understood, and agree to abide by these Terms and Conditions.

Signed:_____ Name:_____ Date_____