



HARTWELL HOUSE HOTEL & SPA
INFORMATION FOR MEETING ORGANISERS

Valid from 1st January 2017

8 hour daily delegate rate (minimum 8 delegates)	£95.00
24 hour daily delegate rate (minimum 8 delegates)	£285.00

The 8 hour and 24 hour delegate rates are exclusive of VAT at 20%

8 hour delegate rate

Complimentary parking
Welcome bacon rolls, tea and coffee
Morning coffee, pastries and biscuits
Luncheon including coffee and tea, in a private room
Afternoon tea, cake and biscuits
Use of meeting room for the day
A range of meeting equipment
Free Wi-Fi

24 hour delegate rate

Private Dining Room
Overnight luxury accommodation
Three course dinner to the value of £48.00 per person
Daily newspaper
Early morning tea
Full English breakfast
Morning coffee, pastries and biscuits
Luncheon including coffee and tea, in a private room
Afternoon tea, cake and biscuits
Use of meeting room for the day
A range of meeting equipment
Unlimited use of the Hartwell Spa
Complimentary parking
Free Wi-Fi

The Old Rectory, Hartwell

Can accommodate meetings for up to 10 delegates with lunch served in the Old Rectory dining room. 4 bedrooms are available in the Old Rectory with any additional accommodation in the main house or Hartwell Court. **24 hour rate for the Old Rectory from £305.00 +VAT per person**

Luxury, Privacy, Security and Tranquillity

The early Georgian Rectory with its two acres of gardens and swimming pool provides a beautifully furnished and attractively run house with a drawing room, meeting room and dining room on the ground floor, and a magnificent suite and three further bedrooms all with their own bathrooms on the upper floors. Traditional taste coincides with up-to-date communications for those who seek an exclusive venue offering great comfort and privacy.

Hartwell House and its sister hotels, Bodysgallen Hall and Middlethorpe Hall have been part of the National Trust since September 2008

Additional Costs

The Lee Suite, Duc De Berry Suite, four Royal Four Posters and seven Royal superior rooms, all of which are in the Main House will incur a supplement of **£85.00** each per night.

Hartwell House has a total of **48** bedrooms and suites, **32** are situated in the House with a further **16** in the Hartwell Court which are conveniently close to the meeting rooms and Spa

Syndicate rooms are available from **£300.00** for the **Henry Keene**, **£400.00** for the **Eric Throssell** or **£800.00** for either the **James Wyatt** or **James Gibbs** rooms.

Delegates accompanied by their spouse ~ **£95.00** room supplement per night, inclusive of early morning tea, Full English breakfast, use of the Hartwell Spa

Except for the 8hr and 24 hr delegate rates our Tariffs are fully inclusive of VAT.

If they wish guests may leave gratuities at their discretion

January 2017

A range of meeting equipment is available at no extra charge, and please ensure you have discussed your requirements with our Special Events team. High speed Wi-Fi is available free throughout the hotel.

No reservation may be secured until a copy of our terms of trading has been signed and returned along with deposit requirements. This incorporates all booking conditions and will be sent to you once a confirmed reservation has been received in writing.

Dogs are welcomed (with a special welcome pack) in designated Hartwell Court Garden Suites only, by prior arrangement, two small dogs or one larger dog, and may be walked in the park. Damage to rooms or injury to livestock will be charged for. We do not allow dogs in the Main House or dining areas (unless guide dogs).

This hotel complies with the No Smoking Regulations in respect of all rooms and bedrooms in this hotel. It is against the law to smoke in these premises.

We welcome children over 6 years. Children of residents, between the ages of 6 and 16, may use the Hartwell Spa between the hours of 9.00am ~ 10.00am and 4.00pm ~ 5.00pm, when accompanied by an adult residential guest.

Ample free car parking is available with CCTV security.

Access for all

Please advise us of any access needs that individual guests may have in order that we can provide appropriate service.

Dining at Hartwell

Meeting groups will be allocated an appropriate private room i.e. the Doric or Octagon dining rooms. **Dress code** - smart please (although jacket and tie for gentleman are not obligatory): trainers, tracksuits and shorts are not acceptable.

Private lunches or dinners will incur a room hire charge of **£250.00** for the **Octagon** and **£400.00** for the **Doric** dining rooms.

Activities

A range of outdoor activities such as clay pigeon shooting, archery, quad biking etc can be organised either using hotel grounds or adjacent land. Special arrangements are available at Aylesbury Park Golf Club and you will be playing the original Park at Hartwell House. For more information and costs please contact our Special Events Office.

All residential guests have full use of the Hartwell Spa with indoor pool, spa bath, gymnasium, steam room, sauna and tennis courts, and for those guests wishing to reserve Health and Beauty treatments we would respectfully request that to avoid disappointment, they contact our Senior Therapist on **01296 746500**.

Gifts

Delegates may wish to purchase Hartwell House vouchers, health and beauty products or memorabilia as a gift. We have a wide selection of Aromatherapy Associates health and beauty products available for purchase, which make an ideal present and can be gift wrapped ready for departure.



HARTWELL HOUSE HOTEL & SPA

Vale of Aylesbury, Buckinghamshire HP17 8NR Telephone 01296 747444 Fax 01296 747450
Special Events Office: 01296 746502 Direct Special Events Fax Line: 01296 746511
Special Events E-mail: events@hartwell-house.com www.hartwell-house.com