

Magherabuoy House Hotel

Conference Facilities, Packages & Rates 2018

Venue

Magherabuoy House Hotel

Magherabuoy House Hotel is independently owned and operated by Hillgrove Hotel Ltd NI018204
Directors: T Clarke VA Griffin YM McClean N Reed, registered office is the address below

Address

41 Magheraboy Road, Portrush, Co. Antrim, Northern Ireland BT56 8NX

www.magherabuoy.co.uk www.facebook.com/magherabuoyhousehotel

Contact

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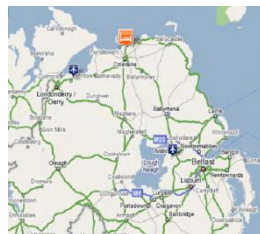
Type of Facility

Magherabuoy House was originally a 19th Century ‘gentleman’s residence’, with the Hotel being added in 1987 and thoroughly renovated in 2006. Since then the property has benefited from significant upgrades to its conferencing facilities, which include 3 meeting rooms and 2 large conference and exhibition facilities.



Location

The Hotel occupies its own grounds with free on-site parking for 260 cars and ample capacity for coaches and other large vehicles. The Hotel is situated on the southern outskirts of Portrush immediately off the A29, and is just 5 miles from Coleraine, 30 miles from Londonderry and 55 miles from Belfast.



Magherabuoy is ideally placed to take advantage of the North Coast’s renowned visitor attractions including Royal Portrush Golf Club, Dunluce Castle, Bushmills distillery, the Giants Causeway and Mussenden Temple.



Hotel Facilities

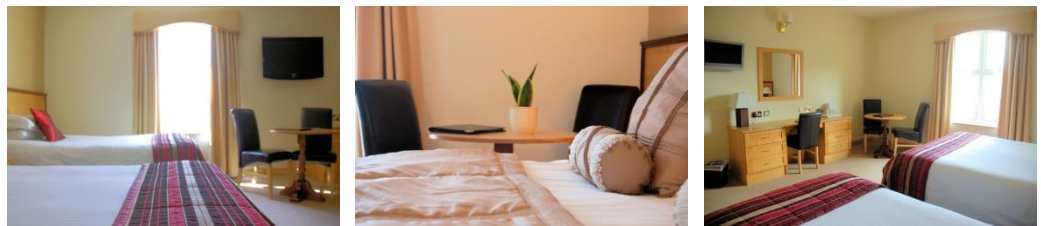
55 bedrooms, a la carte restaurant, bistro, exhibition & meeting rooms, gardens, 260 space car park, spacious reception and lobby area, tea room. The Hotel has accessible entrances, reserved parking, accessible toilets and hearing loop.



Guest Bedrooms

Our accommodation is designed to a very high standard and with bedrooms on average 26m², offers exceptional space and comfort at this point in the market.

The 55 bedrooms are comprised of 30 standard (queen and large single), 6 accessible for those with disabilities), 4 large family rooms and 15 king-bedded superior bedrooms (with bathrobes, slippers, mineral water, additional toiletries, trouser press, CD players and room safes). All offer spacious ensuites with power showers, and include free wireless and cabled high speed internet, digital LCD televisions, direct dial telephones, hospitality trays and elevator access to all floors.



Our Staff

Hotel staff are trained to a level reflective of the exceptionally high standards that are prevalent in the new accommodation, but without losing sight of what Northern Ireland it really famous for - the warmth of welcome and the genuine hospitality that is only found in this part of the world.




Welcome
to Excellence
Northern Ireland

Meeting & Conference Rooms

Our meeting and conferencing rooms offer excellent flexibility and scope in terms of the nature and scale of your event. All have recently been remodeled and feature stylish décor and high specification audio-visual equipment. Our facilities are ideal for training seminars, team building, board meetings, strategic planning sessions, sales and marketing presentations, or any important meeting where the utmost in comfort and flexibility is essential. A Conference Coordinator will be on hand to help you with all the details every step of the way. Our goal is to handle each component of the meeting so that you can focus on what's really important - the agenda. The following page is an at-a-glance summary of each of meeting rooms.

Meeting Room Locations: relative positions of conference rooms within hotel



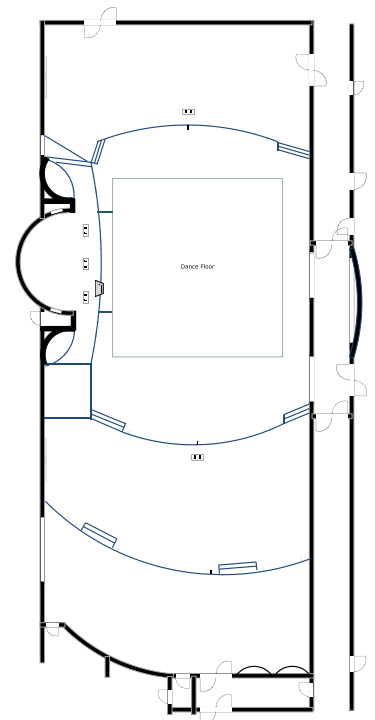
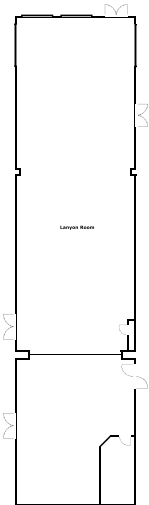
Lanyon

Atlantic

Seaview

**Sir Dawson
Bates**

Causeway



	Room	Seaview	Sir Dawson Bates	Atlantic	Lanyon	Causeway
Sizes	Dimensions Floor Area	6.0m x 5.6m 33 m ²	7.9m x 5.5m 43 m ²	11.2m x 5.3m 59 m ²	34.1m x 8.3m 283 m ²	38.5m x 15.1m 581 m ²
Capacities according to layout	Theatre	24	40	60	240	500
	Team Circle	16	20	30	80	100
	Boardroom	16	20	24	n/a	n/a
	Classroom	12	24	28	140	200
	U-shape	14	18	28	60	n/a
	Cabaret	n/a	24	30	160	260
	Dinner (Round Tables)	10	32	40	180	300
	Dinner (Block Tables)	12	24	30	n/a	n/a
Conference Room Details	Ground Floor	No	Yes	No	Yes	Yes
	Natural Light	Yes	Yes	Yes	Yes	No
	Dimmable Lighting	Yes	Yes	Yes	Yes	Yes
	Blackout	Yes	No	Yes	Yes	Yes
	Air Conditioning	No	No	No	Yes	No
Technical features & equipment	Wired & Wi-fi Internet	Yes	Yes	Yes	Yes	Yes
	13 Amp Electrical Sockets	3 Doubles 2 Singles	4 Doubles	4 Doubles 6 Singles	14 Doubles 3 Singles	24 Doubles 3 Singles
	Fitted or Portable A/V Systems	Portable	Portable	Portable	Fitted	Fitted
	Lectern	No	No	No	Yes	Yes
	Data Projector	1	1	1	1	3
	Fitted or Portable Projection Screen	1 Fitted	1 Portable	1 Portable	1 Fitted	3 Fitted
	DVD / VHS Combi Player	Yes	Yes	Yes	Yes	Yes
	Amplifier & Speakers	Yes	Yes	Yes	Yes	Yes
Special Details	Unique Features	Views over Portrush Adjacent to Atlantic	Real Fire Period features	Views over Portrush Adjacent to Atlantic	Fully accessible Hearing loop Air exchange system	Professional audio, visual and lighting Self-contained Large stage

Meeting & Conference Pricing 2018

At Best Western Magherabuoy, meeting & conferences are arranged around your needs; likewise our pricing is set out in three principle ways - room only, day delegate and 24-hour delegate.

Room only rates relate to room hire only and your room is hired based on a maximum number of delegates. No catering is provided in this rate. **Day delegate** packages include refreshments and lunch. **24-hour delegate** rates add dinner and accommodation to the package. Both of the latter packages are available at two different price points. There's free internet access in all conference and meeting rooms, all guest bedrooms and at Hotel Reception where a PC is available for guest use.

Room	Package Rates (Day & 24 hr Delegate)	Room Only Rates	Half Day	Full Day
	Minimum Delegates	Maximum Delegates Theatre Style	Max. 4 hrs	Max. 9 hrs
Seaview	6	24	£30	£50
Sir Dawson Bates	10	40	£40	£60
Atlantic	15	60	£50	£80
Lanyon	50	240	£190	£300
Causeway	100	500	£350	£500
		The above rates are for non-packaged, room and standard equipment		

Extra Services

- Conference Packs (pen, name card and delegate pad) £1.50
- Bottled mineral water each Small £1.60 Large £3.75
- Large bottle mineral water £3.75
- Laptop computer £25.00
- Overhead projector £10.00
- Carousel projector £15.00
- Professional audio-visual technician 4 hours £150.00 8 hours £280.00
- Fax service per A4 sheet £1.00
- Printing per A4 sheet mono £0.50
- Photocopying per A4 sheet £0.30
- Typing Per A4 sheet, single spacing, 12 point Times New Roman £8.50

Meeting & Conference Pricing 2018

Room Hire Only Package

See table, reverse

- Your choice of meeting or conference room, subject to an upper limit in delegate numbers according to your layout specification
- Priced by the half day or full working day
- Jugs of iced water, cordials and mints
- Standard a/v equipment, which for each room includes flipchart, data projector, screen, amplifier, speakers, DVD/VHS player
- Free Internet access

Day Delegate Basic Package

Price per person: £23.50

- Morning coffee, tea, complimentary newspapers
- Mid-morning coffee, tea and fresh home-made scones
- Soup and sandwiches followed by tea and coffee
- Afternoon tea, coffee and traybakes
- Room hire and standard room equipment
- Free Internet access

Day Delegate Plus Package

Price per person: £27.50

- Morning coffee, tea, complimentary newspapers
- Mid-morning coffee, tea and fresh home-made scones
- Two-course lunch with tea and coffee
- Afternoon tea, coffee and traybakes
- Room hire and standard room equipment
- Conference packs
- Free Internet access

24-Hour Delegate Basic Package

Price per person: £97.50

- Day Delegate Basic Package
- Two course table d'hôte dinner with tea and coffee
- Single occupancy overnight accommodation in high-quality bedrooms
- Full hot and cold breakfast selection

24-Hour Delegate Plus Package

Price per person: £109.50

- Day Delegate Plus Package
- Three course table d'hôte dinner with tea and coffee
- Single occupancy overnight accommodation in high-quality bedrooms
- Full hot and cold breakfast selection

Dining Options

We are happy to discuss your dining ideas and hope to meet your requirements at all snack and meal breaks. We will endeavour to offer dining solutions to meet your budgetary and other considerations.

- | | |
|--|--------|
| • Tea and coffee | £1.95 |
| • Danish pastries, croissants, fresh fruit kebabs, fruit juice | £4.95 |
| • Tea, coffee & home-made traybakes | £2.95 |
| • Fresh soup and finger sandwiches | £6.00 |
| • Buffet lunch | £15.00 |

Including 2 hot dishes, baby boiled potatoes, rice, salads, desserts, tea & coffee

Hot dishes include

- Chicken Tikka Massala
- Chicken curry
- Escalope of chicken coated in fresh herbs crust
- Beef Stroganoff
- Home-made Lasagne
- Fillets of salmon with creamed leeks
- Traditional Irish stew
- Spinach and broccoli penne pasta

Choice of 2 cold meats also available, including roast beef, chicken, turkey, ham, seafood.



Off-site Activities

Best Western Magherabuoy benefits from being located close to many of Northern Ireland's top visitor attractions, set just a short distance from the world-renowned Giant's Causeway, Bushmills Distillery, and fine golf at Royal Portrush, Castlerock and Portstewart. Portrush is renowned for its night-time economy and its varied range of events, particularly during the spring and summer months. We are also just a short drive from the Riverside Theatre, the Jet Centre and Maddybenny equestrian centre. Many activities can be arranged on your behalf and billed directly to your account at the Hotel.

Meeting & Conference Terms

Meeting Promises, Exceeding Expectations

- A Response to all meeting and conference enquiries within 24 hours
- Ample free on-site parking for your event
- Conference room laid out and Audio Visual Equipment set up to your specification and available at least a half hour before your event begins
- Meeting room serviced at each comfort/meal break
- Bedrooms ready for check-in by 3.00pm on the day of arrival
- A professional conference coordinator will be available throughout your event - at your service, every step of the way

Terms & Conditions

- Conference Packages are quoted per delegate
- Where the conference includes overnight accommodation prices are based on single occupancy
- All prices are quoted in GBP and are subject to VAT at the prevailing rate
- Advertised prices including those in this brochure are valid during 2017
- Conference organisers are requested not to fix any materials to the walls of meeting rooms - the Hotel can provide additional flip charts if necessary to aid in the display of event materials. Regrettably the cost of making good any damage caused to wall finishes will be billed to the event account
- Conference bookings must be confirmed in writing with the issue of purchase order or a credit card guarantee, and this must include details of your organisations accounts department
- The full balance of the account is payable on departure unless a credit account is set up at time of booking
- Invoices must be settled within 30 days of issue date otherwise interest is applied under the terms of the Late Payment of Commercial Debts (Interest) Act 1998
- Event cancellations are charged based on the quotation provided for the event confirmation details and according to the following scale:
 - 0% if more than 3 months' notice given
 - 30% if more than 1 but less than 3 months' notice given
 - 60% if more than 1 week but less than 1 months' notice given
 - 80% if less than 1 weeks' notice given
- All changes to the arrangements agreed in the event booking form to be notified immediately to the Hotel in writing
- Final numbers for catering to be provided to the Hotel one week prior to the event. Rooming list to be provided one week prior to the event. These are the minimum allocations charged for. The Hotel cannot guarantee to be able to accommodate increases in delegate numbers and/or a subsequent need to use alternate and/or additional rooms at any point pursuant to the arrangements made at the time of confirmation of the event
- Conference delegates wishing to stay on at the hotel for a leisure break or who wish friends or family to join them for an overnight stay will avail of a 20% discount on our normal B&B rates
- All bedrooms and internal areas of the Hotel are non-smoking

Meeting & Conference Booking Form

Event title _____

Company / organisation _____

Event organiser's name _____

Contact person at event (if different from above) _____

Telephone number _____

Email address _____

Billing address _____

Accounts contact person _____

Accounts telephone number _____

Purchase order / Credit card guarantee details _____

Arrival - date & time _____

Departure - date & time _____

Numbers of delegates _____

Meeting room(s) required _____

Package required: (delete as appropriate)

Room hire only / Day Delegate Basic / Day Delegate Plus / 24-hour Delegate Basic / 24-hour Delegate Plus

Bedrooms required: _____

By completing this form you are accepting our terms & condition of sale. Please sign below only if you agree to be bound by these terms.

Signed: _____

On behalf of: _____

Date: _____

Position: _____

A choice of 5 great meeting rooms



Seaview



Sir Dawson Bates



Atlantic



Lanyon



Causeway

at your service, every step of the way