



NORMANDY  
*Hotel*

[www.thenormandyhotel.co.uk](http://www.thenormandyhotel.co.uk)

# Conference & Events

THE NORMANDY HOTEL - GLASGOW AIRPORT

## Experience Meetings...

### Experience the Normandy Hotel

Dear Sir/ Madam,

Thank you for considering the Normandy Hotel for your special Event.

We are proud to offer the largest exhibition and conference suites in the Renfrewshire Area, we have 9 multi-functional suites that can be used for the larger more elaborate events right through to the smaller suites perfect for small boardroom meetings or even one to one interviews.

The Normandy Hotel is an ideal Conference & Meeting Venue.

Located 1 mile from Glasgow International Airport, 10 miles from the City Centre and a 20 minute drive to Loch Lomond, we offer accommodation for events on a large and small scale within easy reach of some of Scotland's most attractive features.

We have 141 en suite bedrooms on site and offer ample free on site car parking for conference delegates. Our sister hotel is located just 3 miles from the hotel and where required can also offer additional accommodation.

Our experienced Events team is on hand to guide you through every aspect of the Hotel's facilities and will assist with arranging your event with ease and efficiency. Ensuring that we understand your requirements and meet and exceed your expectations is important to us and this will be reflected in the detailed event schedules that our teams will supply you with for your own ease and information.

We will ensure that your delegates will receive the warmest Glasgow Welcome in the area and will leave the hotel happy and glad that you chose the Normandy Hotel for your event.

I will look forward to welcoming you to the Hotel and showing you the facilities the Hotel has to offer, if in the meantime you require any further information please do not hesitate to contact the Events Team on 0141 886 4100 and they will be delighted to help.

# 'Our Suites'...

## THE BLYTHSWOOD COMPLEX

The Blythswood Suite connects with the Conval & Argyle Suites to create one large suite

Theatre	1000	
Classroom		400
Cabaret	350	
Banquet	550	

## THE BLYTHSWOOD SUITE

Theatre	400	
Classroom		200
Cabaret	250	
Banquet	300	

## THE CONVAL SUITE

Theatre	150	
Classroom		100
Cabaret	80	
Banquet	100	

## THE ARGYLE SUITE

Theatre	150	
Classroom		100
Cabaret	80	
Banquet	100	

## THE BIRCH SUITE

Theatre	120	
Classroom		60
Cabaret	100	
Banquet	120	
Boardroom		40

## THE CEDAR SUITE

The Cedar Suite are 3 suites that can be opened into one large or three smaller rooms

		Suite 1		Suite 2		Suite 3
Theatre	200		80		40	
Classroom		60		30		20
Cabaret	100		40		30	
Banquet	120		40		30	
Boardroom		30		20		20

## THE ELM SUITE

Theatre	150	
Classroom		50
Cabaret	80	
Banquet	100	
Boardroom		40

## THE BOARDROOM

Boardroom		10
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# 'Day Delegate Packages'

## **Day Delegate Package**

£19.50 per person

Room Hire Rate for up to 10 hours

Jugs of Iced Water

Cordials & Mints

Delegate Paper with Pens

LCD Projector & Screen

Flipchart Paper with Pens

Complimentary Wi-Fi

Complimentary Car Parking

Arrival Tea, Coffee with Danish Pastries

Morning Tea, Coffee & Biscuits

Lunch - Soup & Sandwich or Finger Buffet

Afternoon Tea, Coffee & Shortbread

## **24 Hour Delegate Package**

£85.00 per delegate

(November to March)

£95.00 per delegate

(April to October)

Room Hire Rate for up to 10 hours

Jugs of Iced Water

Cordials & Mints

Delegate Paper with Pens

LCD Projector & Screen

Flipchart Paper with Pens

Complimentary Wi-Fi

Complimentary Car Parking

Arrival Tea, Coffee with Danish Pastries

Morning Tea, Coffee & Biscuits

Lunch - Soup & Sandwich or Finger Buffet

Afternoon Tea, Coffee & Shortbread

3 Course Dinner in Restaurant

Accommodation

Full cooked breakfast

# 'Individual Costing'

<b>The Blythwood Suite</b>	£750.00	£1500.00
<b>The Conval Suite</b>	£450.00	£650.00
<b>The Argyle Suite</b>	£450.00	£650.00
<b>The Birch Suite</b>	£450.00	£650.00
<b>The Cedar Suite</b>	£450.00	£800.00
<b>Cedar Suite 1</b>	£200.00	£350.00
<b>Cedar Suite 2</b>	£200.00	£350.00
<b>Cedar Suite 3</b>	£200.00	£350.00
<b>The Elm Suite</b>	£200.00	£350.00
<b>Boardroom</b>	£175.00	£300.00

All room hire rates are negotiable, please speak with events.

## **EQUIPMENT**

LCD Data Projector & Screen	£60.00 per day
Flipchart	£10.00 per day

## **CATERING**

Tea, Coffee with Biscuits	£2.50 per serving
Tea, Coffee with Breakfast Rolls	£5.00 per serving
Tea, Coffee with Scones	£4.50 per serving
Tea, Coffee with Pastries	£3.50 per serving
Tea, Coffee with Muffins	£3.50 per serving
Tea, Coffee with Fresh Fruit	£5.00 per serving
Herbal Tea with Fresh Fruit	£5.00 per serving
Fruit Bowl (10 delegates)	£12.00 per bowl
Soup & Sandwich Lunch with Tea and Coffee	£7.95 per person
Finger Buffet Lunch with Tea and Coffee	£7.95 per person
Hot & Cold Buffet Lunch with Tea and Coffee	£10.95 per person
2 Course Hot & Cold Buffet Lunch with Tea and Coffee	£13.50 per person