

When selecting a venue for a conference or business meeting, it is vital that the location, venue and ambiance are as inspiring and motivating as your agenda. The four red star Bedford Lodge Hotel & Spa was originally a Georgian Hunting Lodge built for the sixth Duke of Bedford in the 18th Century. It wasn't until 1940 that it was converted into a hotel. Today, Bedford Lodge Hotel & Spa offers the very best in modern comfort and luxury. Our hotel epitomises a strong contemporary style whilst retaining the charm and character of its former country house beginnings.

Our six stylish state-of-the-art conference and events rooms are ideally located in the heart of East Anglia. All rooms have complimentary wireless internet access and air conditioning. Our Cambridge Room benefits from a high definition Clever Touch screen featuring the very latest presentation technology and Bose sound system. The hotel also has free parking facilities for up to 120 cars.

Bedford Lodge Hotel & Spa has a total of 80 luxury appointed bedrooms including 24 super king-sized rooms, benefitting from the added luxury of a separate bath and shower. All bedrooms are tastefully designed, featuring state-of-the-art televisions, complimentary Molton Brown products, tea and coffee making facilities and many other extra luxuries.



Situated in the town of Newmarket, the ancestral home of British horseracing, Bedford Lodge Hotel & Spa is located beside the famous training gallops and only a very short distance from Newmarket Racecourses. Being at the heart of East Anglia, Bedford Lodge Hotel & Spa provides the perfect base for any meeting or event.

We are easily accessible via the A11, A14 and close to the M11 motorway. We are also a short drive from the centre of Cambridge, less than an hour from central London and 30 minutes from Stansted Airport.



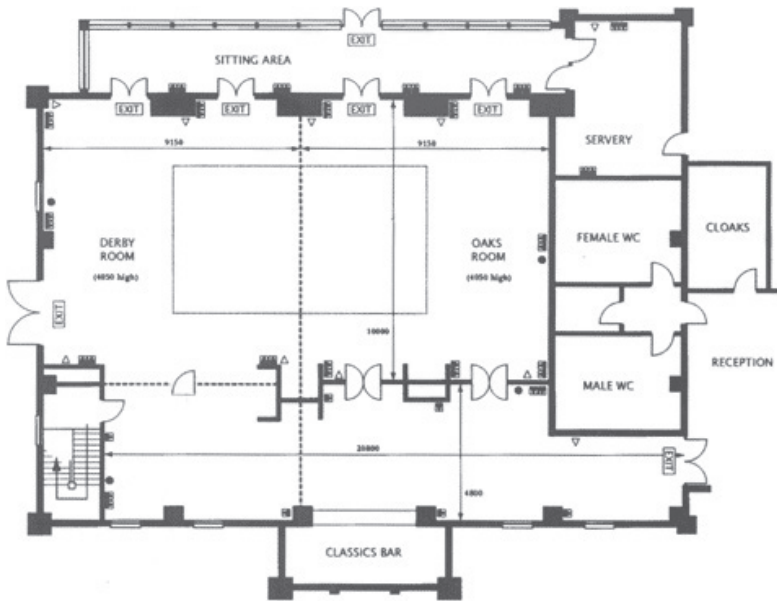
Room Layouts & Capacities

Room capacities

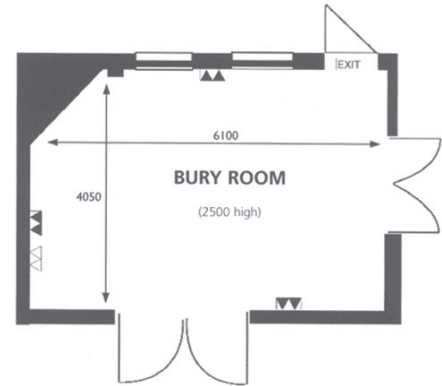
Suite	Theatre	Cabaret	Classroom	Boardroom	U-shape	Banqueting with dance floor	Banqueting without dance floor
Classics Suite	180	80	80	48	48	140	150
St Leger Room	120	55	65	36	36	70	80
Oaks Room	70	35	45	24	24	40	60
Derby Room	70	35	45	24	24	40	60
Cambridge Room	-	-	-	20	-	-	-
Bury Room	-	-	-	12	-	-	-
Guineas Room	-	-	-	10	-	-	-

Room floor plans

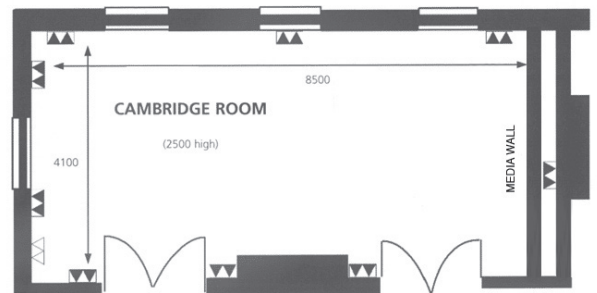
Classics Suite



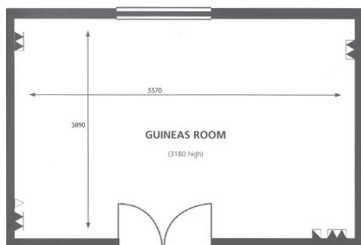
Bury Room



Cambridge Room



Guineas Room



The Classics Suite - Ground Floor

This is our largest conference space and provides the perfect setting for larger meetings or functions. This room also partitions to provide three smaller spaces, perfect for break out sessions. The Classics Suite benefits from a private lounge area, ideal for refreshment breaks and also has a dancefloor, private bar and private garden.

Approx length	18m
Approx width	8.8m
Approx height	4m

- Natural Daylight
- Fully Air Conditioned
- Complimentary WiFi
- Private Bar
- Dancefloor
- Private Garden
- Built in projection screen & LCD Projector

The Cambridge Room - Ground Floor

The Cambridge Room is perfect for board meetings or private dining for up to 20 people. It features an adjacent lounge area and adjoining connection to the Bury Room, if required.

Approx length	7.6m
Approx width	3.7m
Approx height	3.1m

- Natural Daylight
- Fully Air Conditioned
- Complimentary WiFi
- Built-in High Definition Clever Touch Screen

The Bury Room - Ground Floor

The Bury Room caters for board meetings for up to 12 people. It features an adjacent lounge area which is available upon request and adjoining connection to the Cambridge Room. The Bury Room can also be used for private dining.

Approx length	6.3m
Approx width	4.2m
Approx height	3.1m

- Natural Daylight
- Fully Air Conditioned
- Complimentary WiFi

The Guineas Boardroom - Second Floor

An executive meeting room, ideal for board meetings for up to 10 people. The Guineas Room is located in a quiet corner of the hotel and features excellent views over the grounds.

Approx length	5.6m
Approx width	3.8m
Approx height	3.2m

- Natural Daylight
- Fully Air Conditioned
- Complimentary WiFi
- Built-in Projection Screen
- White Board

Day delegate package

Includes:

- Room hire
- Delegate stationary
- LCD projector, screen and flipchart
- 3 servings of tea or coffee with snacks
- Finger buffet lunch (2 course restaurant lunch or hot fork buffet also available - supplement charges apply)
- Complimentary Wi-Fi
- Mineral water & sweets
- Free onsite car parking
- VAT

24-hr delegate package

Includes:

- Room hire
- Delegate stationary
- LCD projector, screen and flipchart
- 3 servings of tea or coffee with snacks
- Finger buffet lunch (2 course restaurant lunch or hot fork buffet also available - supplement charges apply)
- Complimentary Wi-Fi
- Mineral water & sweets
- 3 course dinner
- Accommodation in a king bedroom
- Full English breakfast
- Use of leisure facilities
- Free onsite car parking
- VAT

Minimum of 8 delegates are required for both of our delegate packages.

Refreshments

Mineral Water	£4.95 per bottle (1 litre)
Fruit Juice	£7.50 per litre
Mixed sandwiches & Crisps	£9.95 per person
Tea/Coffee and Danish pastries	£5.50 per person
Tea/Coffee and Cake	£5.50 per person
Tea/coffee and Cookies	£4.75 per person
Fruit & Plain Scones	£7.75 per person
Bacon Rolls	£7.75 per person
Fruit Bowl	£3.50 per person
Fruit Platter	£4.50 per person

Equipment Hire

Flipchart	£15
6ft Screen	£20
10ft Screen	£30
PA System with two Microphones	£130
LCD Projector & Screen	£150
Lectern	£50

All prices are inclusive of VAT where applicable and subject to change



Affinity

AT BEDFORD LODGE HOTEL

Bedford Lodge Hotel & Spa is one of the leading venues for conference and events in Suffolk and there has never been a more rewarding time to do business with us.

Here at Bedford Lodge Hotel & Spa we believe your loyalty should be rewarded, whether you are booking an informal meeting for just two people or a high powered corporate seminar for 180 we will reward you with Affinity loyalty points. The greater the value of your event the more points you earn, it's as simple as that.

Your points can then be cashed in for one of our Affinity rewards. Choose from high street gift vouchers for those that wish to indulge in a little retail therapy, Bedford Lodge Hotel & Spa vouchers or simply money off your next meeting or event with us – Go on, reward yourself!

For further information or to start collecting your Affinity points today please contact our conference co-ordinator on 01638 663175 or email conference@bedfordlodgehotel.co.uk. For full terms and conditions, visit: www.bedfordlodgehotel.co.uk/affinity