

Pedersen Hotels

Pedersen Hotels believe passionately in the individual. It's the way we run our company, and it's the way we'll look after you.

We're uncomplicated. No big company mentality. Each hotel is free to meet the expectations of you, the customer. This freedom means we respond quickly, when it matters most.

Our hotels are individual in style and location. Similarity comes from our reputation for offering consistently high levels of personal service.

We're always moving our hotels forwards so that we can exceed your expectations. But don't take our word for it, come and see for yourself, anytime.

The Winchester Hotel

We have had a Cinderella style makeover!

Following an investment of £7 million, the hotel offers stylish, chic, contemporary interiors within strolling distance of England's ancient capital.

Our meeting and event facilities are purpose built. Flexible spaces and the latest technology allow you and your delegates to be fully focused. Our philosophy is that we adapt to you, not you to us.

Our meeting rooms are neutral in décor. We have plenty of natural light. Wireless keeps you connected.

The Malory Suite is atmospheric. The ancient poem Morte d'Arthur is layered into a feature wall. This is a perfect venue for launches, conferences, exhibitions, corporate dinners and meetings.

Our bedrooms, meeting rooms and public areas are brand new. We have a 4th star and one of the highest AA Merits in the area. Our Brasserie has just won an AA Rosette. So what are you waiting for?

The Winchester Hotel Information

Our Team:	Paul Eaves, General Manager Simon Wesbroom, Operations Manager Sally Wildsmith, Senior Sales Manager Jolie Kane, Meetings & Events Office Manager Lucy Collyer, Meetings and Events Coordinator
Our Rating & Affiliations:	Rated 4 Star, AA Merit 78%, 1 AA Rosette for Hutton's Brasserie
Our Location:	The hotel is within walking distance of Winchester City Centre and is easily accessible from the M3 and A34. Winchester mainline train station is less than a mile away.
Our Nearest:	Major Town: Winchester (0 miles) Southampton (10 miles) Motorway Junction: M3 Junction 9 (3 miles) Train Station: Winchester Station (0.2 miles) Airport: Southampton Airport (7 miles)
Our Facilities:	Onsite car parking (charges may apply) 5 meeting rooms with natural daylight and air conditioning 97 en suite bedrooms 1 Suite 24 hour room service Same day laundry & dry cleaning Broadband internet access throughout the hotel Award winning Hutton's Brasserie Hutton's Bar & Terrace <i>revive</i> Health Club with indoor pool, sauna, steam room, spa pool and air conditioned fitness suite
Our Accommodation: bedrooms	1 Suite, 14 executive double bedrooms, 10 executive twin 58 standard double bedrooms, 9 standard twin bedrooms 2 standard single bedrooms 4 accessible bedrooms
Accommodation Facilities:	All bedrooms are fully refurbished and have air conditioning En suite with bath & shower Sky TV with international news channels 4 pay movie channels available Mini fridge and tea and coffee making facilities Large business desk with high speed internet connection Iron & ironing board Full use of <i>revive</i> Health Club with our compliments
Our Food:	The AA Rosette winning Hutton's Brasserie offers a contemporary menu and serves breakfast, lunch and dinner, 7 days a week. Light meals and snacks are served in Hutton's Bar until late and room service is available 24 hours a day.

Daily Delegate Rates

Our daily delegate rate is an all inclusive rate for delegates who are having a day meeting or event at the hotel.

Daily Delegate Rate: up to £75.00 per delegate to include the following:

- Main meeting room hire until 5.30 pm (minimum numbers apply)
- Coffee, tea and Danish pastries on arrival
- 2 course hot and cold buffet lunch in Hutton's Brasserie or working finger buffet lunch served close to your meeting room
- Afternoon tea, coffee and home baked cookies
- A selection of daily newspapers
- Screen and flipchart
- Sweets & Jugs of iced water
- Complimentary wireless broadband access
- Delegate stationary, pens and a meeting survival kit

24 Hour Delegate Rate

Our 24 hour delegate rate is an all inclusive rate for delegates who are having a meeting or event at the hotel which incorporates an overnight stay.

24 Hour Delegate Rate: up to £175.00 per delegate to include all items listed in daily delegate rate plus the following:

- 3 course dinner in the AA Rosette winning Hutton's Brasserie
- Overnight accommodation in a standard bedroom
- Full English breakfast
- Use of the *revive* Health Club with indoor swimming pool, sauna, steam room, spa bath and air conditioned fitness suite

Executive Daily Delegate Rate

We offer an enhanced delegate package for management meetings or if you simply want to make your delegates feel particularly special!

Executive Delegate Rate: up to £95.00 to include all of the following in addition to the above:

- Pancakes with maple syrup and smoked salmon and scrambled egg wraps on arrival
- Freshly squeezed orange juice on arrival
- Unlimited tea and coffee throughout the day
- Fresh fruit bowl
- LCD projector & screen
- Complimentary wireless broadband access
- Complimentary soft drinks throughout the day

Executive 24 Hour Delegate Rate

As with our executive daily delegate rates, we also offer an enhanced residential package.

Executive 24 Hour Delegate Rate: up to £195.00 per delegate to include all items listed in executive daily delegate rate plus the following:

- 3 course dinner in a private dining room (subject to availability) or in the AA Rosette winning Hutton's Brasserie
- Fruit platter in your bedroom
- Overnight accommodation in an executive bedroom
- Full English breakfast served
- Newspaper of your choice

All rates include VAT at the current rates and weekend rates are available on request. Rates are based on single occupancy however double/twin 24 hour rates are available on request. Daily delegate and 24 hour rates are based on a minimum of 10 delegates.

Bespoke Delegate Packages

If you are looking for a delegate package and none of the above meets your requirements, just ask! We can come up with a bespoke package tailored around your specific needs.

Our Meeting Room Guarantee

We appreciate that your requirements can change right up until your delegates arrive. We guarantee your meeting room will be ready at least 1 hour before you arrive, giving you the opportunity to make some last minute adjustments on the day itself.

A Little Something Extra...

Sometimes a little something extra is required to get the most out of your delegates. We can come up with some suggestions of how to enhance your refreshment breaks.

Pancakes with maple syrup, smoked salmon and scrambled eggs, tasty bacon sandwiches and freshly squeezed orange juice are just some of the ways that delegate packages can be enhanced to maximise the success of an event.

Sundries

The following sundry items are available for your event. If you require anything which is not listed below, please just ask. All sundry items are priced per person, per serving.

Tea, coffee & biscuits	£2.50	Full English Breakfast	£15.00
Tea, coffee & cake/pastries	£2.75	Mineral Water	£3.95
Tea, coffee & bacon or sausage rolls	£4.75	Sandwiches, crisps & fruit	£11.50
Fresh Fruit Bowl	£12.00	Jug of Orange Juice	£7.50

Room Hire Rates

If a daily delegate or 24 hour rate doesn't suit your requirements, rooms are available for meetings and events on a room hire basis. Refreshments and catering will be charged separately. For details of how many delegates each room can accommodate, please refer to the room layout sheet enclosed. All rates quoted include VAT.

Room Name	Full Day Hire (8.00 am – 5.30 pm)	Evening Room Hire (from 7.00 pm)
Malory Suite	£1250.00	£350.00
Malory Suite 1	£800.00	£200.00
Malory Suite 2	£800.00	£200.00
Chaucer Suite	£800.00	£200.00
Chaucer Suite 1	£400.00	£150.00
Chaucer Suite 2	£400.00	£150.00
The Boardroom	£350.00	£125.00

Equipment Hire

Standard features of our meeting rooms include ample power, wireless broadband, natural daylight, air conditioning and black out facilities. Variable lighting, 3 phase power and built in sound facilities are also available in selected rooms.

We work with specialists to supply you with state of the art A/V equipment. We are happy to offer the following equipment with prices for further equipment available on request. Prices include VAT and are charged per item, per day.

LCD Projector and screen	£150.00	OHP & screen	£38.00
PA system with hand held microphone	£171.00	Screen	£46.00
Additional radio microphone	£46.00	Additional flipcharts	£23.00
Onsite AV Technician (per hour, from)	£62.00	Outgoing Fax (per page)	£1.00
37 inch plasma screen	£175.00	Laptop	£100.00
42 inch plasma screen	£225.00	TV & DVD Player	£75.00
Free standing lectern	£50.00	TV & Video	£75.00

In addition to the above we can arrange secretarial and translation services.

Conference Finger Buffet Lunch

Within our daily delegate and 24 hour delegate packages, you can choose from a 2 course hot and cold buffet lunch in Hutton's Brasserie or a working finger buffet lunch. If you choose a finger buffet lunch, you design your own menu with your delegates in mind.

Finger buffets include assorted open and finger sandwiches served on flavoured breads with a variety of meat, fish and vegetarian fillings. Please then choose 4 items from the following meat, fish and vegetarian selection.

Meat Selection

Oriental beef skewers (hot)
Sweet chilli chicken wings (hot)
Mini lamb & mint burgers with tomato marmalade (hot)
Lamb kofta kebabs with mint mayonnaise (hot)
Chicken & red pepper kebabs with pesto sauce (cold)
Chargrilled chicken Caesar wrap (cold)
Beef & stir fried vegetable wrap (cold)

Fish Selection

Tempura prawn & lemon mayonnaise (hot)
Salmon parcels & lime crème fraiche (hot)
Crab & chive fish cakes with chill dipping sauce (hot)
Grilled marinated mackerel with pesto (hot)
Tuna Nicoise salad (cold)
Salmon & cherry tomato skewers (cold)
Prawn, salmon & chive crème fraiche wrap (cold)
Poached flaked cod & parcel (cold)

Vegetarian Selection

Tempura vegetables (hot)
Mini tomato, red onion & parmesan pizzas (hot)
Onion bhajis with minted yoghurt (hot)
Mini vegetable spring rolls (hot)
Mini vegetable samosas (hot)
Mediterranean vegetable wrap (cold)
Grilled aubergine parcels (cold)
Tomato & mozzarella salad (cold)
Vegetable cous cous salad (cold)

To Follow (please choose 4 dessert items)

Mini carrot cakes (cold)
Mini chocolate chip sponge (cold)
Home baked flapjack (cold)
Choux pastry buns with caramel (cold)
Mini coffee and walnut sponge (cold)
Lime sponge (cold)
Strawberry shortbread (cold)
Fresh fruit kebabs (cold)
Fresh fruit tartlets (cold)
Banana fritters (hot)
Cinnamon bennies (hot)

Served with fresh orange juice and iced water

If your event is booked on a room hire basis, finger buffet lunch will be charged at £13.95.

2 Course Hot & Cold Buffet Lunch

As an alternative to a working finger buffet lunch, we offer a 2 course hot and cold buffet lunch in Hutton's Brasserie. The menu changes daily to make the most of seasonal produce however it will always include the following:

Main Courses

Hot meat dish

Hot fish dish

Hot vegetarian dish

Salads

An assortment of seasonal salad dishes

To Follow

A choice of 2 desserts

Platter of fresh cheese and biscuits

Served with tea, coffee and iced water

If your event is booked on a room hire basis, hot & cold buffet lunch will be charged at £15.95

Dining Menus

Within our 24 hour delegate packages, dinner can be taken from the a la carte menu in Hutton's Brasserie.

If the number of delegates exceeds 10, we would ask you to select one of our set menus which are available on request. If you would rather dine in a private room, we would be happy to arrange this.

Alternative & Bespoke Dining Menus

If you would prefer an alternative menu to those given above, please just ask us as we would be happy to create a bespoke dining menus for your event.

Pedersen Events... The Fun Stuff!

We recognise that at times, something extra is needed to make a meeting or event a success. That said, Pedersen have the specialists to help you tailor make your event exactly the way you want it.

We encourage event organisers to think outside the box and can suggest a whole host of ways to give corporate events or private dinners a twist. We can arrange line dancers or a cork gun shooting range for your Wild West Hoe Down or a coconut shy and limbo dancers if you fancy a Hawaiian Night... just ask!

Themed Events

If you're looking to theme your event, whether it's James Bond, Las Vegas Showtime, Wild West or Charlie & The Chocolate Factory, our Pedersen Events team will add some wow factor.

Other popular themes include *Caribbean Beach Party, Fire & Ice, Groovy Retro Disco, Hollywood, Strictly Come Salsa, Grease (the Movie), Gangster's Paradise and Little Night of Horrors.*

Corporate Entertainment

We specialise in corporate entertainment and have a wide range of options available for all events, large and small. We can provide everything needed to entertain any audience. We can even come up with a bespoke entertainment event centered around your organisation and its employees!

Some of our most popular events are *The Fun Casino, the all new Crazy Race Night, Murder Mystery, Place Your Bets, Funky Corporate Quiz Show & The Night of the Millionaires*

Team Building

We don't have any outdoor space however we can adapt a range of popular team building activities into indoor events.

Our main meeting room and smaller meeting rooms can be hired for indoor team building and we can suggest activities for large and small groups of people. Choose from short activities lasting an hour to a full 8 hour session.

Some of our favourites include *Picture Perfect, Team Cuisine, Chocolate Challenge and News Flash!*

We have many more suggestions in addition to those mentioned above and we would be happy to create a bespoke and unique theme to suit your company's criteria and budget.

Definitions

In this agreement:

'Booking Contract'	means the attached booking contract which sets out your requirements and the price payable
'Booking Value'	means the total price payable as shown on the Booking Contract
'Booking Value Difference'	means the difference between the Booking Value and the Revised Booking Value (less the permitted 10% reduction, if applicable in accordance with clause 2.2.1)
'Contracted Numbers'	means the number of delegates as shown on the Booking Contract;
'Event'	means the event as set out in the Booking Contract
'Hotel'	means The Winchester Hotel
'Revised Booking Value'	means the total price payable following a reduction in Contracted Numbers;

1. CONFIRMATION OF YOUR BOOKING

Confirmation of booking shall only be accepted once the Booking Contract is signed by you and returned to the Hotel, until this date your reservation remains provisional.

For private events (non corporate) and weddings, a non refundable, non transferrable deposit is required.

Confirmation of a private booking shall only be accepted when the signed Booking Contract, signed Terms & Conditions and the agreed deposit are received by the hotel. Until this date your reservation remains provisional.

For details of the deposit required for your event and any subsequent pre-payments, please consult your Event Coordinator.

2. CANCELLATION OF EVENT

In the unfortunate circumstances that you need to cancel or postpone your confirmed booking you must tell us by telephone and confirm in writing within 3 working days.

2.1 Total Cancellation by you

In the event that you need to cancel or postpone your entire booking the following cancellation charges will be levied:

Over 121 days before the first day of the Event:	25% of the Booking Value
91-120 days before the first day of the Event:	50% of the Booking Value
32-90 days before the first day of the Event:	75% of the Booking Value
31 days or less before the first day of the Event:	100% of the Booking Value

We will make every effort to re-let the space and will deduct this from any cancellation charges levied.

2.2 Reduction in Contracted Numbers or required facilities

2.2.1 If you give us at least fourteen days notice before arrival you can reduce your original Contracted Numbers by up to 10% without charge.

2.2.2 If there is a drop of more than 10% in Contracted Numbers any time after your booking has been confirmed cancellation charges will apply as follows:

Over 121 days before the first day of the Event:	25% of the Booking Value Difference
91-120 days before the first day of the Event:	50% of the Booking Value Difference
32-90 days before the first day of the Event:	75% of the Booking Value Difference
31 days or less before the first day of the Event:	100% of the Booking Value Difference

2.2.3 Should Contracted Numbers fall below 10, room hire prices together with individual prices (details of which can be provided on request) will replace the delegate package prices.

2.2.4 If you make any reductions in your Contracted Numbers or facilities booked (including AV equipment or Conference Room hire) less than fourteen days prior to arrival the Booking Value will still be payable.

2.2.5 If Contracted Numbers are reduced the Hotel reserves the right to re-allocate the room for your Event to one of a more appropriate size.

3. CANCELLATION OF BEDROOMS

3.1 Total Cancellation of Bedrooms

If you cancel your contracted numbers of bedrooms 60 days or more before the arrival date – no charge will be made.

If you cancel your contracted numbers of bedrooms 30 days or less before the arrival date – full charges will apply.

3.2 Reduction in Contracted Numbers or required facilities

30 days or more prior to the arrival date – contracted bedrooms can be reduced by 10% of the contracted number without charge

Between 30 and 7 days prior to the arrival date any cancelled bedrooms will be charged 50% cancellation charge

7 – 1 days prior to the arrival date any cancelled bedrooms will be charged in full.

Cancellations or no-shows on the arrival dates will also be charged in full

4. PAYMENT TERMS

4.1 All accounts are to be prepaid in advance.

4.2 If you have credit arrangements the account settlement is required 14 days from the date of invoice (which will be sent to you following your event).

4.3 We reserve the right to charge 2% interest per month (pro rata) on overdue accounts once our credit terms have been exceeded.

4.4 Credit facilities can be arranged after duly completing the necessary credit application forms. The process takes approximately two weeks and must be in place prior to the start of the event.

4.4 If you have a query on the final bill, the balance should be paid on the due date, the part queried will be due as soon as the problem has been resolved.

5. AMENDMENTS OR CANCELLATION BY THE HOTEL

- 5.1 The Hotel may cancel your booking in the following circumstances:
- 5.1.1 If the Hotel, or part of it, is closed due to circumstances beyond our control;
 - 5.1.2 If you become insolvent;
 - 5.1.3 If you are more than 30 days in arrears with payment to the Hotel for previous events;
 - 5.1.4 If, in our reasonable opinion, we consider that the Event or the persons associated with it might damage the reputation of the Hotel or otherwise cause damage to the Hotel;

In the event of cancellation for any of the reasons specified in clauses 4.1.1 to 4.1.3 the Hotel will refund any advance payments, less any costs already incurred in organising your Event. In the event of cancellation in accordance with clause 4.1.4 the Hotel will refund any advance payments in full. The Hotel shall not have any further liability to you.

- 5.2 Should the Hotel, for reasons beyond its control, need to make any amendments to your booking we reserve the right to offer an alternative choice of facilities within the Hotel and of a similar standard. Any amendments to your booking will be undertaken after discussion with you and the Hotel will offer the option of a refund at its discretion.

6. REQUIREMENTS AND RESTRICTIONS

- 6.1 We must give our prior approval to any external, suppliers including bands or entertainers, which you want to use in connection with your booking; we may refuse approval for any reason.
- 6.2 You must not fix anything to the walls, floors or ceilings of the Hotel without prior permission.
- 6.3 No food or alcohol may be brought into the Hotel unless you have prior permission.
- 6.4 If any member of your party or any external suppliers behave in an inappropriate manner, we may ask you and/or the relevant people to leave the Hotel.
- 6.5 We have to comply with various licensing and statutory regulations when running our Hotel; you agree to act in accordance with our reasonable instructions in complying with such regulations, rules and requirements.

7. EXCLUSION OF LIABILITY

- 7.1 Although nothing in this agreement excludes or limits our liability for death or personal injury caused by our negligence we shall be under no liability to you for any indirect loss or expense (including loss of profit, loss of business, depletion of goodwill, loss of goods, loss of contract, loss of use or any special, indirect, consequential or pure economic loss, costs, damages, charges or expenses) arising out of a breach by the Hotel of this contract.
- 7.2 The maximum liability of the Hotel shall be no greater than the amount paid by the client in respect of any booking.

8. INDEMNITY

You will indemnify the Hotel from and against any and all liability and claims, costs, demands, proceedings and damages resulting or arising from the Event, you, your delegates or any outside contractor.

9. DAMAGE

It is the policy of the hotel to charge for any damage caused to its property by any activity undertaken as part of the Event. Where necessary the Hotel will call upon the services of an independent arbitrator to undertake an evaluation of any damage.

10. THIRD PARTIES

This contract is made for the benefit of the parties to it and (where applicable) their successors and permitted assigns and is not intended to benefit, or be enforceable by, anyone else.

11. SEVERANCE

- 11.1 If any clause (or part of a clause) of this agreement is found by any court or administrative body of competent jurisdiction to be invalid, unenforceable or illegal, the other provisions will remain in force.
- 11.2 If any invalid, unenforceable or illegal provision would be valid, enforceable or legal if some part of it were deleted, that provision will apply with whatever modification is necessary to make it valid, enforceable and legal.

12. ENTIRE AGREEMENT

This agreement constitutes the entire agreement and understanding of the parties to it and supersedes any previous agreement between the parties relating to the subject matter of this agreement.

13. GOVERNING LAW

This agreement shall be governed by and construed in accordance with the law of England and Wales. Each party irrevocably agrees to submit to the sole jurisdiction of the courts of England and Wales over any claim or matter arising under or in connection with this agreement or the legal relationships established by this agreement.