

Room Hire, Equipment & Sundry Items

Room Hire	Half Day	Full Day
Glamorgan Suite	£800.00	£1500.00
Llandaff Suite	£550.00	£795.00
St Fagans Suite	£295.00	£395.00
Penarth Suite	£150.00	£295.00
Rumney Suite	£150.00	£295.00
Vale Suite	£150.00	£295.00
St Davids Suite	£150.00	£295.00

Equipment Hire	Per Item Per Day (incl. vat)
Extra Flipchart & Pens	£20.00
OHP & Screen	£45.00
TV & VHS Video	£75.00
Hand Held Microphone	£45.00
Lapel Microphone	£45.00
Data Projector & Screen	£195.00
Screen	£20.00

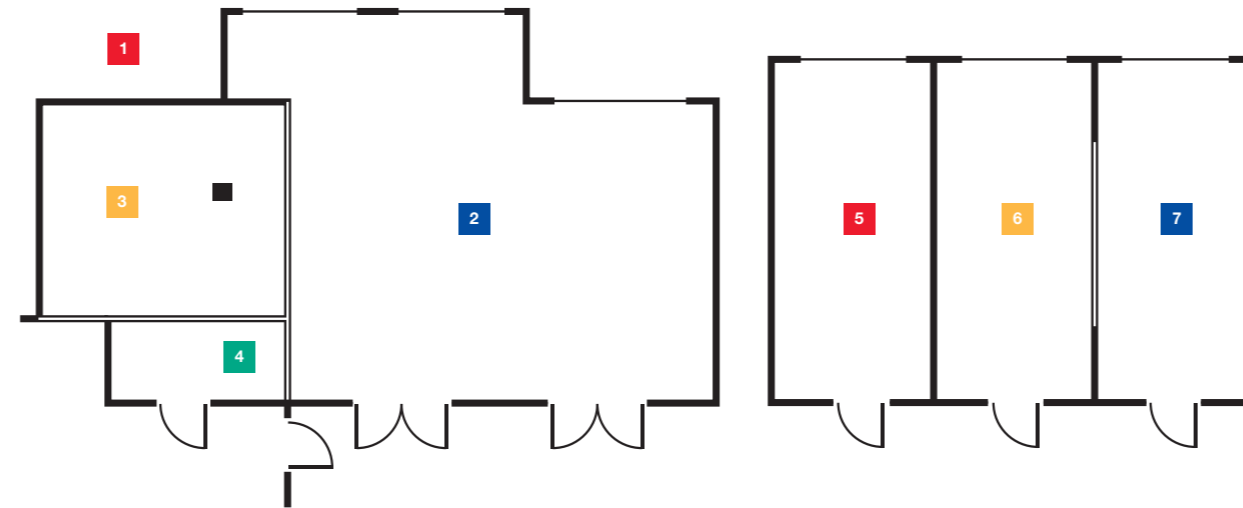
Microphones are for use with our in-house PA system in the ground floor suites. Further technical equipment is available on request.

Sundry Menu Items	Cost
Tea/Coffee & Biscuits	Per Person £2.50
Tea/Coffee & Bacon Rolls*	Per Person £3.45
Tea/Coffee & Cream Cakes*	Per Person £3.00
Tea/Coffee & Danish Pastries*	Per Person £2.60
Tea/Coffee & Jam Doughnuts*	Per Person £2.75
Tea/Coffee & Welsh Cakes*	Per Person £3.00
Tea/Coffee & Muffins*	Per Person £2.75
Flask of Tea/Coffee	Per Flask £15.00
Orange Juice	Per Jug £5.95
Mineral Water (still/sparkling)	Per Bottle £3.95
House Wine (Red/White)	Per Bottle £14.95
Finger Buffets	Per Person from £12.00
2 Course Hot/Cold Fork Buffets	Per Person from £13.95

Items marked with a * can be substituted from standard tea/coffee servings in the Delegate Packages for a small supplement.



Room Capacities



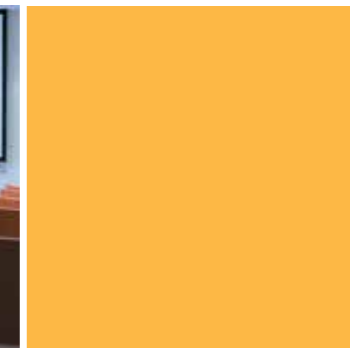
Room Capacities	Theatre Style	Classroom Style	Board room	U-Shape	Dinner	Dinner Dance	Reception /Buffet
1 Glamorgan Suite	300	120	50	40	230	220	400
2 Llandaff Suite	220	80	50	40	160	140	250
3 St Fagans Suite	50	18	25	20	50	-	65
4 Penarth Suite	15	8	12	8	12	-	20
5 St Davids Suite	-	-	12	-	12	-	-
6 Vale Suite	-	-	12	-	12	-	-
7 Rumney Suite	-	-	12	-	12	-	-

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park inn

Cardiff City Centre



Meetings
& Events

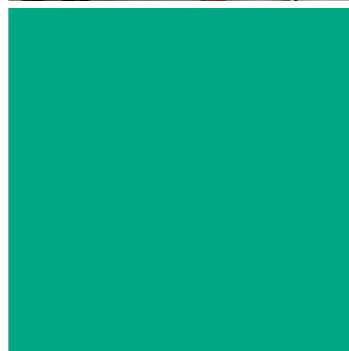
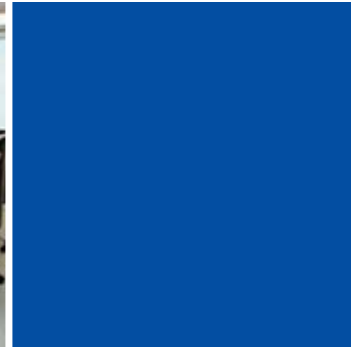
A new and exciting brand offering all the essentials of a great hotel experience



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The conference facilities at the Park Inn Cardiff City Centre are flexible to meet your needs. Our Glamorgan Suite can be sub-divided into three separate rooms, each of which have their own entrance. The sub-division of the Glamorgan Suite contains our Llandaff, St Fagans and Penarth Suites that are flexible for the majority of set ups. These suites are ground floor based with air conditioning, sound proof partitions and adjoining conference foyer ideal for refreshment breaks or pre function receptions.

For smaller meeting needs our Vale, Rumney and St Davids Suite offer the latest state of the art equipment of a LCD projector, Screen & Flipchart. All rooms are newly refurbished and are dedicated to a boardroom style. Each of the rooms have air conditioning and adjustable lighting.



Inclusive Delegate Packages

We are pleased to offer special packages for residential and non-residential meetings and conferences. Alternatively we can offer a tailor made package or room only facilities.

Day Delegate Package

- Main Room Hire
- Arrival Tea/Coffee & Biscuits
- Mid Morning Tea/Coffee & Danish
- Two Course Buffet with Tea & Coffee
- Afternoon Tea/Coffee & Biscuits
- Water & Cordials
- Use of Screen, Flipchart & LCD Projector
- Discounted City Centre Car Parking
- Inc VAT

Prices From **£32.50** Per Person

24 Hour Delegate Package

- Day Delegate Package
- Evening meal
- Overnight Accommodation
- Full Welsh Breakfast
- Inc VAT

Prices From **£125.00** per person

Package rates are subject to minimum numbers & availability



Lunch Options for Delegate Packages

Enjoy one of our Chef's many delicious menus as part of your conference package. Finger buffets or 2-course hot fork buffets are your options to choose from:

2 Course Hot/Cold Fork Buffet Example:

- Assrted Breads and Cold Buffet
- Leek and Potato Soup
- Roasted top side of Beef served with a yorkshire pudding and horseradish
- Pan Seared Chicken Breast Spiced w. Cajun Spices
- Herb scented Scottish Salmon with Cardamom Beurre Blanc
- Veggie Welsh Cawl
- Cheesy Jacket Potatoes
- Buttered Fresh Market Vegetables
- Selection of Cheese Cakes and Gateaux
- Tea/Coffee

Finger Buffet Example:

- Freshly Made Sandwiche Assortments (Meat, Fish & Vegetarian Options)
- Quiche Loraine
- Sesame Prawn Toasts
- Barbequed Chicken Drumsticks
- Mushroom Crolines
- Mini Spring Rolls
- Assorted Crisps
- Crudites & Dips
- Tea/Coffee