



## *Host your meeting with us*

Whether you are organising a top-level conference, a business meeting or simply need to get out of the office, our elegant function suites are ideal for business, offering privacy, discretion and comfort.

Our prime location, flexible facilities, welcoming staff and delicious menu selection make us a favourite for many regular business guests.

### **All of Our Packages Include:**

- Room Hire
- Complimentary Wi-Fi
- Flipchart, Screen & Pens
- Conference Stationery
- Meeting Toolkit
- Ample On Site Car Parking



**Briar Court Hotel & Venue** Halifax Road, Birchenclyffe, Huddersfield HD3 3NT  
01484 519902 [info@briarcourthotel.co.uk](mailto:info@briarcourthotel.co.uk)

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

**BRIAR COURT**  
— YOUR —  
meetings & events





Celebrations  
Birthdays  
**Christenings**  
Funerals  
Meetings  
**Weddings**  
Graduations  
**Engagements**  
Naming Ceremonies  
**Retirements**  
Events



## THE PERFECT SETTING TO bring your event to life

A warm welcome awaits all guests, whether attending a small dinner party, a large banquet, informal meeting or a full scale conference to a spectacular celebration. We have a wide range of packages and a variety of dining options available to suit all tastes and budgets.

With over 30 years of experience, the Briar Court Hotel has achieved a reputation for excellence in events and accommodation. Our professional, friendly and experienced events team will help manage your event from start to finish.

*“Rooms for all occasions”*

To arrange a viewing or discuss your individual requirements, please contact our Events team on **01484 519902** or email **info@briarcourthotel.co.uk**

# BUSINESS

## PACKAGES (min of 20 delegates)

All of our 3 packages include: room hire, water & cordials, complimentary WI-Fi, flipchart, conference stationery, toolkit, screen & pens.

### PACKAGE A

£15.00 per delegate

#### ARRIVAL

Tea, coffee, biscuits

#### LUNCH \*

Assortment of freshly made Sandwiches & fries

#### AFTERNOON

Tea, coffee, biscuits

### PACKAGE B

£23.00 per delegate

#### ARRIVAL

Tea, coffee, danish pastries

#### MID MORNING

Tea, coffee, biscuits

#### LUNCH

Assortment of freshly made Sandwiches & fries  
Fresh pizza slices from Da Sandros  
Greek salad  
Fruit platter  
Tea & coffee

#### AFTERNOON

Tea, coffee, shortbread

### PACKAGE C

£30.00 per delegate

#### ARRIVAL

Tea, coffee, biscuits  
Fruit juice (orange or apple)

#### MID MORNING

Tea, coffee, danish pastries  
Fruit juice (orange or apple)

#### LUNCH

##### 'Da Sandro' Italian buffet

Assorted pizza slices  
Chicken cacciatore  
Homemade lasagne  
Aubergine parmigiana (v)  
Vegetable frittata (v)  
Mozzarella carrozza (v)  
Mixed salad  
Minted new potatoes (v)  
Beef tomatoes & mozzarella (v)

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Lemon tart or chocolate gateau  
Tea & coffee

#### AFTERNOON

Tea, coffee, shortbread

\* Add a additional serving of tea & coffee to your package for £1.50

- Upgrade to a bacon sandwich on arrival for £3.50pp
- We cater for 1.5 rounds of sandwiches per person

### Dietary Requirements

Please inform an event co-coordinator for your requirements.

# ROOM INFORMATION

## AND FACILITIES

**Step 1:** Select your room

### OUR ROOMS

#### BRIAR SUITE

#### BRIAR LOUNGE

#### COURT ROOM\*

\*Only available from  
10am - 10pm Mon-Fri

### ROOM HIRE RATE

	BRIAR SUITE	BRIAR LOUNGE	COURT ROOM*
<b>Full Day</b>	<b>£350 (Exhibition £500)</b>	<b>£150</b>	<b>£150</b>
<b>Half Day am/pm/evening</b>	<b>£225</b>	<b>£95</b>	<b>£95</b>

### CAPACITIES

	BRIAR SUITE	BRIAR LOUNGE	COURT ROOM*
Theatre	120	25	45
Classroom	40	-	16
Boardroom	45	15	20
U-Shape	40	12	15
Lunch/Dinner	120	15	40
Dinner Dance	100	-	-
Reception	150	25	50
Cabaret	100	-	25

### DIMENSIONS

	BRIAR SUITE	BRIAR LOUNGE	COURT ROOM*
Length (metres)	13	7.5	11
Width (metres)	11.5	4.5	7.5
Area (sq metres)	150	33	82
Height (metres)	2.9	2.3	2.5
Door Width (metres)	1.5	1.5	1.5
Door Height (metres)	1.97	1.97	1.97

### FACILITIES

	BRIAR SUITE	BRIAR LOUNGE	COURT ROOM*
Air Conditioning	Yes	Yes	Yes
Controls in Room	Yes	Yes	Yes
Blackout	Yes	No	Yes
Windows	No	Yes	Yes
Sound System	Yes	Yes	Yes
Telephone Points	Yes	Yes	No
No. of 13 Amp Sockets	10	3	11
3-Phase Available	Yes	No	No

# CREATE YOUR OWN PACKAGE

**Step 2:** Choose your catering requirements

## BREAKFAST OPTIONS:

### CONTINENTAL BREAKFAST

Danish pastries & croissants  
Fruit platter  
Orange juice  
Tea & coffee

**£7.00pp**

### DANISH PASTRIES

Tea & coffee

**£3.50pp**

### BACON TEACAKE

**£3.50pp**

## BUFFET OPTIONS:

### LIGHT BUFFET

Assorted freshly made sandwiches  
Assorted pizza slices  
Greek salad  
Fruit platter  
Tea & coffee

**£8.50pp**

### PASTA BUFFET

Lasagne and roasted vegetable pasta  
Served with fries, garlic bread & salad  
Tea & coffee

**£9.50pp**

### MIXED BUFFET

Freshly made assorted sandwiches  
Roasted chicken drumsticks  
Assortment of mixed quiches (v)  
Mini pork pies & pickle  
Greek salad (v)  
Roasted Vegetable Cous Cous (v)

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Tea & coffee

**£10.50pp**

Including assorted cakes

**£12.50pp**

### REFRESHMENTS

Tea/coffee & biscuits  
Bottled mineral water (500ml)  
Fruit juice - orange or apple

**Further selection of drinks available from the bar**

**£2.95pp**

**£2.15**

**£6.50** per jug

**Equipment Hire - see page 5**

### Dietary Requirements

Please inform an event co-coordinator for your requirements.

# BUFFET

## OPTIONS

(min of 20)

### THE BRIAR CHILLED BUFFET

Selection of mixed quiche  
Honey baked ham & pineapple  
Pulled pork rolls  
Vegetable frittata (v)  
Beef tomatoes & mozzarella with a basil oil dressing  
Baby new potatoes with chives & mayonnaise  
Mixed salad  
Beetroot salad (v)  
Garlic bread & tomato bruschetta

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Tea & coffee

**£15.50pp**

### 'DA SANDRO'S ITALIAN HOT BUFFET'

Chicken cacciatore  
Assorted pizza slices  
Homemade lasagne  
Aubergine parmigiana (v)  
Vegetable frittata (v)  
Mozzarella carrozza (v)  
Mixed salad  
Minted new potatoes (v)  
Beef tomatoes & mozzarella (v)

\*\*\*\*

Tea & coffee

**£18.00pp**

**Add dessert option - £3.50pp**

**Lemon Tart & Chocolate Gateau served with Fresh Cream**

### Dietary Requirements

Please inform an event co-coordinator for your requirements.

# EQUIPMENT HIRE

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## **EQUIPMENT HIRE**

Projector Screen — Court Room / Briar Lounge	£20.00
Projector Screen — Briar Suite	£35.00
Flipchart with paper & pens	£15.00
XGA Data Projector	£50.00
Laptop (with dvd/cdrw)	£120.00
PA System inc. amp speakers & 1 Microphone	£90.00
Extra Microphone (hand held or lapel)	£35.00
Lectern	£35.00

If you require any equipment not listed above, please contact our events team.

## **ADDITIONAL NOTES**

### **Room Hire**

Room hire charges may apply. Please speak to an event co-ordinator for further information.

### **Overnight Accomodation**

We have 48 luxury en-suite bedrooms, featuring stunning modern decor with luxurious features and plenty of work space.

# TERMS & CONDITIONS

## MEETINGS & CONFERENCE

- A provisional booking will be held for **48 hours** after which we reserve the right to sell the unconfirmed facilities without notice.  
**To confirm your booking, a non-refundable deposit is required & a signed copy of the below terms & conditions within this period.**

<b>EVENT TOTAL</b>	<b>NON REFUNDABLE DEPOSIT TO BE TAKEN</b>
Up to £500	£50
£500 - £1000	£100
£1000 - £2000	£200
Over £2000	£250

- The full balance, final numbers & menus are required 21 days prior to the event date.
- Payment for any extras i.e. Drinks should be made prior to departure from The Briar Court Hotel.
- Once a date is confirmed this date is reserved for you.

### **IN THE EVENT OF CANCELLATION, THE FOLLOWING CHARGES WILL APPLY:**

**Cancellation in excess of eight weeks prior to the event:** Deposit Retained.

**Cancellation between eight and four weeks of the event:** 50% of the total cost.

**Cancellation between four and one week of the event:** 100% of the total cost.

**Cancellation within one week of the event:** 100% of the total cost & all pre booked items.

- Should The Briar Court Hotel for reasons beyond its control, need to make any amendments to your booking we reserve the right to supply an alternative. The hotel may cancel a booking if:
  - The booking may prejudice the reputation of The Briar Court Hotel.
  - The Briar Court Hotel does not receive the account payment in full 21 days prior to the event unless alternative arrangements have been made.
- The client must obtain the prior consent of The Briar Court Hotel for any entertainment services contracted for the function.
- The Briar Court Hotel reserves the right to judge acceptable levels of noise or behaviour of the client, guests or representatives & the client must take all steps necessary to correct it.
- The Briar Court Hotel accepts no liability for any goods left on the premises before, during or after the event.
- **The Briar Court Hotel cannot be held responsible for the quality of the food if not served at the scheduled time due to the late arrival of the party guests.**
- The Briar Court Hotel shall use all reasonable endeavours to ensure that third party services contracted for the client shall be provided but shall not be liable for any failure to provide facilities and services as a result of matters outside its control.
- Responsibility for any damage to The Briar Court Hotel or its equipment is that of clients and must be paid for accordingly.

Booking Name

Date of Event

Signed

Date



# HOW TO FIND US

## BY CAR

Situated on the A629, towards Huddersfield, just off junction 24 of the M62.

The hotel is accessible by all major motorway links– equidistant between Leeds and Manchester

## BY TRAIN/BUS

Huddersfield Station

2.4 miles

## BY AIR

Manchester Airport

20 miles

Leeds Bradford Airport

41 miles

## Briar Court Hotel & Venue

Halifax Road, Birchencliffe,  
Huddersfield HD3 3NT

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