

# King Charles Hotel

## Conference Brochure 2018



Brompton Road, Gillingham, Kent. ME7 5QT  
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Thank you for enquiring about our conference facilities at the King Charles Hotel. Please find enclosed information on room prices, room details, menus and everything we can supply to ensure your event is a success.

The King Charles Hotel is privately owned, offering an efficient and relaxed atmosphere for your guests. Our location is extremely easy to find and has parking for over 200 vehicles. Gillingham train station is ten minutes walk and the Medway Tunnel only two minutes drive away.

We can accommodate **conferences, meetings, presentations, interviews, annual dinners** or **parties**. Our private rooms can accommodate anything from a one to one meeting to full theatre style seating up to 250 delegates.

Our buffet menus are merely suggestions – please do not hesitate to compile your own choice of menu and we will do our best to meet your requirements. Our flexibility is almost unlimited. You tell us what you require and we will do our utmost to meet your requests, no matter how simple, or complicated.

If you would like to arrange a meeting to view our facilities, enquire about specifics or to make a booking, please feel free to contact us.

Thank you once again for your interest.

**Debbie Degiorgio**  
**Conference & Banqueting**

## Conference and Meeting Rooms, Sizes and Prices 2018

| Room      | Size     |       | 2018 Evening Rate *         | 2018 1/2 Day Rate | 2018 Full Day Rate From |
|-----------|----------|-------|-----------------------------|-------------------|-------------------------|
|           | Metres   | Feet  |                             |                   |                         |
| Cavalier  | 26x10    | 85x33 | £165.00                     | £280.00           | £450.00                 |
| Pembroke  | 15.5x6   | 50x19 | £75.00                      | £100.00           | £165.00                 |
| Trafalgar | 14x6.5   | 46x21 | £75.00                      | £90.00            | £140.00                 |
| Pegasus   | 10.5x4.7 | 34x19 | £70.00                      | £70.00            | £85.00                  |
| Maritime  | 3.9x3    | 13x10 | £55.00                      | £55.00            | £75.00                  |
| Sydicate  | 5.3x5.3  | 17x17 | Prices available on request |                   |                         |

  

| Room      | Capacity |       |           |         |        |
|-----------|----------|-------|-----------|---------|--------|
|           | Theatre  | Board | Classroom | Cabaret | Dinner |
| Cavalier  | 250      | 60    | 150       | 128     | 300    |
| Pembroke  | 100      | 30    | 30        | 36      | 70     |
| Trafalgar | 50       | 25    | 30        | 36      | 100    |
| Pegasus   | 30       | 20    | 14        | 24      | n/a    |
| Maritime  | n/a      | 6     | n/a       | n/a     | n/a    |
| Sydicate  | 8        | 12    | 6         | n/a     | n/a    |

- Evening rate begins from 6pm and is for a maximum of 4 hours.
- ½ day rates are 8.30am to 12.30pm and 1.00pm to 5.30pm. Meetings between these hours will be at the full day rate.

The Cavalier Suite is perfect for meetings that require breakout areas. Six foot screens can be placed in and around the room to divide areas as required. The Maritime Room is suitable for holding a one on one interview.

**(Please note that the prices do not cover exhibition bookings or meetings/conferences requiring tables set up for stands. Prices for these events are available on request.)**

### Food & Beverage Options *per person per serving*

|                                 |                                |
|---------------------------------|--------------------------------|
| Tea/Coffee                      | £ 1.95                         |
| Tea/Coffee and Biscuits         | £ 2.50                         |
| Tea/Coffee and Danish           | £ 4.25                         |
| Bacon Baguette                  | £ 4.25                         |
| Continental Breakfast           | £ 7.50                         |
| English Breakfast               | £ 8.50                         |
| Bottled Water (still/sparkling) | £ 4.00 <i>per large bottle</i> |
| Orange Juice                    | £ 7.50 <i>per large jug</i>    |

### Equipment Hire *per day*

|   |  |
|---|--|
| Standard Screen                           | £ 15.00                                |
| Flip Chart ( <i>or wipe clean board</i> ) | £ 15.00 ( <i>1 pad</i> )               |
| Laptop                                    | £ 20.00                                |
| Microphone                                | £ 10.00                                |
| PA System                                 | £ 50.00 ( <i>Cavalier Suite only</i> ) |
| Data Projector                            | £ 50.00                                |

## Delegate Packages – 2018 Prices

### Day Delegate Package (minimum 10 delegates)

Tea/Coffee (*on arrival*)  
Tea/Coffee & Biscuits (*mid-morning*)  
“The 2 Course Lunch” Have it your way – hot or cold  
Tea/Coffee & Biscuits (*mid-afternoon*)  
Water and Fruit Cordials  
Main Meeting Room  
Flip Chart, Pad and Pens  
Data Projector and Screen

|                          |                           |
|--------------------------|---------------------------|
| Day Delegate (8 hours)   | £ 35.00 <i>per person</i> |
| ½ Day Delegate (4 Hours) | £ 26.00 <i>per person</i> |

### 24 Hour Delegate Package

Includes everything in the Day Delegate Package plus:  
3 Course Dinner (Table D’hote Menu)  
Bed and Full English Breakfast

|                  |                           |
|------------------|---------------------------|
| Single Room      | £ 93.00 <i>per person</i> |
| Double/Twin Room | £ 77.00 <i>per person</i> |

### Breakfast Delegate Package (minimum 10 delegates)

3 Hour Room Hire  
Tea/Coffee & Fruit Juice (*on arrival*)  
Bacon Sandwiches  
Freshly Baked Croissants and Preserves  
Fresh Fruit Salad  
Flip Chart, Pad and Pens

£ 14.50 *per person*

### Lunch Delegate Package (minimum 10 delegates)

3 Hour Room Hire  
Tea/Coffee (*on arrival*)  
“The Hot Lunch”  
Flip Chart, Pad and Pens

£ 16.00 *per person*

### Evening Delegate Package (minimum 10 delegates)

4 Hour Room Hire  
Tea/Coffee (*on arrival*)  
Chilled Fruit Juice  
“Easy Option Finger Buffet”  
Flip Chart, Pad and Pens

£ 15.00 *per person*



## Buffet Suggestions – 2018 Prices

### **Munch on a Five Pound Lunch £5.00**

Sandwich or Baguette of your choice, portion of fries and a soft drink, tea or coffee.  
N.B orders must be in by 11am of the day of your meeting.

*- Lunch options for a minimum of 10 persons -*

### **Easy Option Finger Buffet £5.50**

Deep filled sandwiches *(includes selection of vegetarian options)*

Freshly baked sausage rolls

Fresh fruit bowl (whole seasonal fruits)

### **Soup & Sandwich Lunch - £7.50**

Homemade soup of the day

Selection of Freshly Cut Sandwiches

Crisps

### **The Sandwich Lunch - £8.25**

Deep filled sandwiches *(includes selection of vegetarian options)*

Freshly baked sausage rolls

Home-made cheese straws

Chicken bites selection

Crudités with dips

Sausages in honey and wholegrain mustard

Savoury snacks

### **The Light Bite Lunch - £10.00**

Filled wholemeal and white rolls

Tomato and basil quiche

Chilled meat platter

Homemade coleslaw

Garden salad

Hot new potatoes

### **Executive Sandwich Lunch - £8.00**

1 ½ rounds of sandwiches per person

*(chicken, tomato & mayo, ham & wholegrain mustard, cheese salad, Mediterranean tuna, prawns marie-rose, egg and cress, bacon tomato and mayo)*

Mini sweet chilli chicken kebabs & Japanese breaded prawns

Cheeseboard with grapes and celery

### **The Hot Lunch - £8.25**

Jacket potatoes

Selection of chilled fillings *(including vegetarian options)*

Hot baked beans

1 hot filling item *(beef chilli, chicken a la king etc)*

Garden salad

French bread and butter

Fresh fruit salad

**All lunches are inclusive of iced water and fruit juice. Fresh fruit can be added for a £1.20 supplement per person and desserts can be added for a supplement of £3.00 per person.**

Please note that our dishes may contain one or more of the following allergens:  
cereals containing glutens, peanuts, nuts, fish, shellfish, molluscs, sesame seeds, eggs, milk, soya,  
lupin, celery, celeriac, mustard, sulphur dioxide and sulphites.

**IF IN DOUBT, PLEASE ASK A MEMBER OF STAFF**

**The 2 Course Lunch 2018**  
**have it your way – hot or cold**

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**The Cold Two Course Lunch - £ 13.50 per person**

**First Course**

French Bread and Butter  
Sliced Roast Sirloin of Beef  
Sliced Gammon  
Tomato and Basil Quiche  
Mixed Green Salad  
Salad of Rice, Sweetcorn & Peppers  
Coleslaw Salad  
Tomato & Onion Salad  
Baked Jacket or Minted New Potatoes

**Dessert**

Fresh Fruit Salad or Dessert of the Day

Fruit juice and iced water included. Other menus are available; prices for individual menus will be quoted on request

**The Hot Two Course Lunch - £ 15.00 per person**

**First Course**

Choose **ONE** item from each section

**Meat Options**

Beef Chilli Con Carne  
Lamb Havana  
Fricassee of Chicken  
Chicken Tikka Masala  
Beef Stroganoff  
Beef or Chicken Stew with Herb Dumplings  
Lasagne al Forno

**Vegetarian Options**

Vegetable Chilli  
Sweet and Sour Vegetable Stir Fry  
Vegetable Tikka Masala  
Vegetable Hot Pot  
Vegetable Stroganoff  
Vegetarian Lasagne al Forno

**Accompaniments**

French Fries  
Sauté Potatoes  
Jewelled Rice (*with Peppers*)  
Creamed Potatoes  
Potato Wedges  
Jacket Potatoes

**Dessert**

Fresh Fruit Salad or Dessert of the Day

Fruit juice and iced water included. Other menus are available; prices for individual menus will be quoted on request