

Pedersen Hotels

At Pedersen Hotels, we 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 forward so that we can exceed your expectations. But don't just take our word for it, come and see for yourself, anytime.

Regency Park Hotel

Our facilities for dining and celebrations are purpose built. Thoughtfully designed in neutral shades, our venues are contemporary, self contained and flexible.

Bright, modern spaces, flooded with natural daylight, are offered for day time celebrations. Our 2 largest venues overlook a sun terrace; the perfect place for you and your guests to enjoy a drink or 2 in the warm afternoon sunshine.

For evening events our function spaces come to life. Illuminated feature walls, dramatic lighting and a range of theming options are available to give your event a completely different ambience.

We can accommodate up to 140 guests for a private dinner. If you were hoping to arrive in style, you won't be disappointed... Our largest function space has a private entrance to ensure that you get noticed!

Our banqueting team is amongst the most experienced in the area. We have expertise in planning and delivering every event you can imagine. Whatever the cause for celebration, our ethos is that we adapt to you – not you to us. We will guide you through every aspect of planning your event; leaving you to focus on what matters most... making sure you and your guests enjoy the event!

We have a great team; passionate people delivering what you want. Join us for fine food, fine wine and an event to remember!

Regency Park Hotel Information

- Our Team:** Stephen Woodrow, General Manager
Paula Keen, Banqueting Manager
Zena Carter, Meetings & Events Manager
Simon Pritchett, Area Sales Manager
- Our Rating & Affiliations:** Rated 4 Star, AA Merit 81%
1 AA Rosette for the Watermark Restaurant
Tourism South East Awards for Excellence
- Our Location:** The hotel is situated in Thatcham on the outskirts of Newbury. We are conveniently situated on the A4, just a short drive from the A34 and M4.
- Our Nearest:** Major Town: Newbury (3 miles), Reading (19 miles)
Motorway Junction: M4 Junction 13 (7 miles)
Airport: London Heathrow (43 miles)
- Our Facilities:** Complimentary car parking for 200 cars
11 meeting rooms with natural daylight and air conditioning
Laptop safe
24 hour room service
Same day laundry & dry cleaning
Broadband internet access throughout the hotel
Award winning Watermark Restaurant
revive Health Club & Spa
- Our Accommodation:** 108 bedrooms as follows:
1 Regency Suite
53 executive double and 21 standard double bedrooms
6 executive twin bedrooms & 13 standard twin bedrooms
3 standard single bedrooms
11 deluxe bedrooms (including one four poster bedroom)
(6 accessible rooms)
- Accommodation Facilities:** En suite with bath & shower
LCD TV's (executive rooms) with a selection of digital channels
Mini fridge and tea and coffee making facilities
Large business desk with high speed internet connection
Iron & ironing board
Full use of *revive* Health Club with our compliments
- Our Food:** The AA Rosette winning Watermark Restaurant offers a brasserie style menu and serves breakfast, lunch and dinner, 7 days a week.
Light meals and snacks are served until late in the Club Bar and room service is available 24 hours a day.

Our Main Event Suites

The Parkland Suite is the Hotels' largest function space and has a maximum capacity of 140 guests for dinner or 120 for a dinner dance.

Designed in a style inspired by a French country garden, this contemporary venue offers a dramatic setting for your event. Fully air conditioned, The Parkland Suite uses coloured fibre optic lighting and an illuminated feature wall to bring your event to life.

The suite is located on the ground floor of the hotel and is fully accessible to less mobile guests. Designed to be totally self contained, it offers a private entrance with private reception and bar area for your convenience. Toilet facilities and a cloakroom are also provided, exclusively for you and your guests

In warmer months, canapés and pre dinner drinks can be enjoyed on the private sun terrace which we also recommend for barbeque events.

Also located on the ground floor of the hotel, **The Paris Suite** is ideal for medium sized events and celebrations. The suite comes hand in hand with the adjoining **Conservatory**, provided for your use at no extra cost.

Double doors from The Conservatory, open onto a small sun terrace, perfectly placed to enjoy chilled arrival drinks in the summer.

Again fully air conditioned, The Paris Suite and Conservatory can accommodate up to 70 guests for dinner dance. For more informal events such as parties and celebrations, the suite can comfortably accommodate up to 120 guests.

Close to the hotel reception, cloakroom and toilets, The Conservatory has a private bar and large area of informal seating. Decorated in neutral shades of green and cream and flooded with natural daylight, the Paris Suite and Conservatory are venues suited to both day and evening events.

Manhattan really is the perfect space for celebrating special occasions with close family and friends. Purpose built for such intimate events, the suite can accommodate up to 40 for a dinner. Located close to the main part of the hotel, reception and toilets, Manhattan is served by the hotel's adjacent Club Bar.

In addition to the facilities described above, all suites mentioned benefit from their own specialist lighting, sound systems for background music and are fully air conditioned.

Private Dining & Celebrations

The prices below are for private use of our facilities for dining and celebrations. Please note that when selecting a menu of £30.50 or above, we are happy to include the room hire with our compliments. All rates quoted include VAT and service.

Room Name	Dining Room Hire	Minimum Guests
Parkland Suite	£600.00	80
Paris Suite	£400.00	40
Manhattan Suite	£200.00	10

Facilities for Events & Celebrations

To follow is a snapshot of information about our event suites. All dimensions and measurements are given in metres.

Room Name	Reception	Dinner	Dinner Dance	Dimensions	Ceiling Height	Bar Available	Dance Floor
Parkland Suite	200	140	120	20.1 x 9 m	3-3.5m	✓	✓
Paris Suite	120	70	70	13.6 x 7.6 m	2.56 m	✓	✓
Manhattan	40	40	n/a	7 x 6.4 m	2.5 m	✓	X

Canapé Menus

Delicate canapés can be served as an appetiser during your event. Please choose from the following Canapé selection:

Chicken Liver Parfait en Croute
Chili Beef Brochettes
Spicy Tempura Pork
Duck Wong Tongs
Salmon Roulade
Chicken Satay with Peanut Sauce
Smoked Fish Mousse
Prawn & Tomato Kebabs
Tuna Fried with Mizo
Saffron & Leek Tartlets (v)
Mini Spinach Soufflé (v)
Olive Tapenade & Sundried Tomato en Croute (v)
Melon, Peppered Strawberry and Pineapple Brochettes

5 canapé are charged at £6.10 per person or 7 canapé items are charged at £7.70 per person

Drinks Receptions

To follow are some of our suggestions on how you might like to welcome your guests. The complimentary use of a private bar can be offered in most of our function suites, should you wish to have access to a bar during your function, please let us know.

If you do not wish to have an arrival drinks reception, the function bar can be open and fully stocked on an account or cash bar basis. All prices are per glass unless otherwise shown.

Reception Drink	Price	Reception Drink	Price
Glass of house wine (175 ml)	£3.85	Kir Royale	£6.15
Pimms	£4.10	Bucks Fizz	£4.35
Sherry	£3.10	Cava Rose	£4.35
Mulled Wine	£4.10	Orange Juice	£8.20 per jug
Summer Punch	£4.10	Glass of Champagne	£8.75

Set Banqueting Menus

Our set 3 course banqueting menus are ideal for formal dining events and we would recommend one of the following menus be served.

Banqueting Menu 1

Classic leek & potato soup

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*Fillet of Salmon wrapped in puff pastry
crushed new potatoes & parsley cream sauce*

~oOo~

White chocolate & raspberry crème brulee

~oOo~

Coffee & truffles

Banqueting Menu 2

*Smoked trout & prawns
with guacamole sauce & lambs lettuce*

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*Chicken breast
sunblushed tomato & olive risotto with a thyme cream sauce*

~oOo~

Amaretto cheesecake & hazelnut crisp

~oOo~

Coffee & truffles

Banqueting Menu 3

*Chicken liver parfait
with toasted brioche & apple chutney*

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*Pan Fried duck breast
creamed savoy cabbage, root vegetables & pomme fondant on a Madeira sauce*

~oOo~

*Apple tart
with homemade vanilla pod ice cream*

~oOo~

Coffee & truffles

All main courses served with seasonal vegetables

Banqueting Menus 1, 2 and 3 are charged at £30.50 per person

Banqueting Menu 4

*Courgette & blue cheese tartlet
with rocket salad*

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*Rack of lamb
pomme fondant, ratatouille & rosemary red wine sauce*

~oOo~

*Chocolate torte
with chocolate sauce & crème chantilly*

~oOo~

Coffee & truffles

Banqueting Menu 5

*Rose of galia melon
with tropical fruit & mango coulis*

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*Rib-eye steak
pomme fondant & green peppercorn sauce*

~oOo~

*Warm ginger cake & roasted pear
with crème anglaise*

~oOo~

Coffee & truffles

Banqueting Menu 6

*Crab spring rolls
with a tomato & shallot dressing*

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*Roast beef
with fondant potatoes & red wine sauce*

~oOo~

*Tiramisu
with tia maria crème anglaise*

~oOo~

Coffee & truffles

All main courses are served with seasonal vegetables

Banqueting Menus 4, 5 and 6 are charged at £32.50 per person

Vegetarian Main Courses

Please select one of the following alternative main courses for your vegetarian guests.

Tomato & parmesan risotto with beignet of Tuscan vegetables & basil cream

Breaded parcel of sweet potato & curly kale with herb salad

Open lasagne of creamed leeks & mushrooms

Potato Gnocchi

with black olives, tomato & rocket salad served with pistachio & almond dressing

Mixed vegetable vol-au-vont with parsley cream sauce

We are happy to accommodate any guest with dietary requirements where possible

Fork Buffet Menus

Please see the following fork buffet menus which are priced individually for 2 and 3 courses.

Fork Buffet Menu 1

Leek & potato soup with granary croutons

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Platter of Cold Meats

Including smoked turkey, ham, beef & salami

Chicken curry

with saffron rice, poppodoms & chutney

Vegetable vol-au-vont

with a parsley cream sauce

Homemade Coleslaw

Served with new potatoes & seasonal vegetables

Coleslaw

Potato salad

Tomato, onion & olive platter

Cucumber & mint salad

Mixed continental salad leaves

~oOo~

Selection of English & continental cheeses

Fresh fruit salad

Chocolate tart with a white chocolate sauce

~oOo~

Coffee & truffles

Menu 1 is priced at £30.50 per person for 3 courses or £25.50 per person for 2 courses

Fork Buffet Menu 2

Rose of melon with tropical fruit & papaya coulis

~oOo~

*Whole dressed ham
decorated with mustard & honey glaze & sliced continental meats
Beef stroganoff with pilau rice
Wild mushroom & leek ragout with tagliatteli
Tomato & mozzarella salad
Coronation chicken salad
Dressed continental leaves
Cucumber batons
Sultana & chive coleslaw
Potato & spring onion salad*

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Cheese & biscuits

Fresh fruit salad

Raspberry mousse with clotted cream

~oOo~

Coffee & truffles

Menu 2 is priced at £32.50 per person for 3 courses or £27.50 per person for 2 courses

Finger Menu Selector

Selection of freshly cut sandwiches on white, granary or wholemeal bread
Please choose from the following;

Lemon & herb chicken
Japanese style prawns with a chilli dip
Mini spring rolls with plum sauce
Goujons of sole with lemon crème fraiche
Garlic & herb foccacia bread
Cheese & onion tarts
Vegetable samosas
Deep fried Cajun potato wedges
Assorted French bread pizza with mozzarella
Sausage rolls
Rosti & feta cheese pockets
Mushroom & bacon croissants
Chicken satay skewers
Onion bhaji with mint yoghurt dip
Nibbles
(Please note that 80% of guest must be catered for)

5 x choices from the above £14.85 per person
7 x choices from the above £16.95 per person

Barbeque Menus

As an alternative to the menus suggested, please see the following barbeque menus which are offered for al fresco dining during warmer months. There is no separate hire fee for use of the barbeque and Chef, subject to availability. Please note that in the event of inclement weather, food will be cooked inside and alternatives may be offered where appropriate.

Barbeque Menu 1

*Herbed Pork Sausages
Homemade Beef Burgers
Cajun Chicken & Pepper Kebabs
Ratatouille Kebab*

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*Coleslaw
Mixed Leaves
Burger Buns
Tomato Relish*

~oOo~

Fresh Fruit Salad

Barbeque Menu 2

*Herbed Pork Sausages
Peppered Lemon Salmon
Cajun chicken & Pepper Kebabs
Lamb & Mint burgers
Vegetable Kebabs with Barbeque Sauce*

~oOo~

*Jacket Potatoes
Coleslaw
Tomato & Mozzarella Salad
Potato & Spring Onion Salad
Dressed Continental Leaves*

*Burger Buns
Tomato Relish*

~oOo~

Strawberries & Cream

~oOo~

Tea & Coffee

Menu 1 is priced at £18.00 per person

Menu 2 is priced at £24.50 per person

A Little Something Extra...

Please see the following suggestions of how you can enhance your event further. Please note that all prices given below are prices from; exact prices will be given depending availability and the number of guests attending. All prices include VAT, service and installation.

Item	Price From	Item	Price From
Room Theming Package	£1,500.00	Floral Table Decorations	£30.00 each
Assorted Casino Tables (2 tables)	£540.00	Balloon Cluster (x 3 helium filled)	£7.50 each
Chair Cover & Sash (various colours)	£5.00 each	Balloon Cluster (x 5 helium filled)	£11.50 each
Menus, Name Cards & Table Plan	Included	Table Confetti (per table)	£2.00 each
DJ (7.00 pm – 12.00 am)	£315.00		

Celebrate at Regency Park Hotel

For information on holding other celebrations with us, please ask. We have the facilities to offer wedding receptions, christenings, Christmas parties, high school proms and many other events.

Pedersen Events... The Fun Stuff!

We recognise that at times, something extra is needed to make an event successful. The Pedersen Events Team 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 including bespoke entertainment centered around your organisation or your group of friends if it is a private celebration.

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

Our Wine Selection

Please see the following wines which have been selected for events and celebrations. If a particular wine or vintage becomes unavailable, a suitable alternative will be offered.

White Wines

<i>Bin</i>	<i>Country</i>	<i>Description</i>	<i>Price</i>
60	France	Le Moulin Chaume	£15.65
13	Italy	Il Paradosso Chardonnay Inzolia (Unoaked)	£17.35
10	Australia	Richmond Ridge ~ Semillon Chardonnay	£18.95
8	Italy	Ca' Luca ~ Pinot Grigio	£18.95
12	South Africa	Chenin Blanc ~ "Boars Kloof" Riebeek	£18.25

Red Wines

61	France	Le Moulin Chaume	£15.65
31	Italy	Il Paradosso ~ Shiraz Nerod'Avola	£17.35
28	Australian	Richmond Ridge ~ Shiraz/Cabernet	£18.95
24	Italy	Ca Luca ~ Merlot	£19.25
22	Spain	Don Placero ~ Rioja Tinto	£20.25

Sparkling Wine/Champagne

1	France	Verve Valmante ~ Brut Sparkling Wine	£22.50
3	France	Le Noble Brut Reserve~ Champagne	£51.25

Rose Wine

20	South Africa	Wild Rush ~ Cabernet sauvignon Rose	£19.45
2	Italy	Prosecco Rose ~ Borgodel Col Alto	£28.65

Our Terms & Conditions

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 Regency Park 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.