



Ashleigh Terrace, Jersey Marine, Swansea Bay, SA10 6JL.
Tel : 01792 814155 Fax : 01792 324414
Email : reception2@towershotel.co.uk

Dear Guest,

Thank you for your recent conference enquiry. Please find enclosed details of our conference and hotel facilities. The Towers Hotel & Spa has a variety of conference rooms to suit a selection of varying needs and budgets, along with great value day delegate and 24 Hour delegate packages.

The Towers Hotel & Spa is situated in two acres of landscaped gardens, and located two minutes off J42 of the M4 and only ten minutes from Swansea city centre. The hotel has the added benefit of ample free car parking, for your convenience.

The hotel boasts 70 en-suite bedrooms unrivalled in comfort and style, along with a variety of luxury suites, designed with the business guest in mind. The fantastic leisure and Spa facilities at the hotel are an added attraction for any business guest, as these can be a welcome luxury at the end of a hard day or busy conference.

Our award winning Victorian Tower has three luxury suites and one small meeting room, which is perfect for any small business meeting requiring privacy.

You can be assured that our efficient conference team at the hotel will do everything possible to make your business meeting successful and your stay at the hotel as comfortable as possible.

Should you require any further information or would like to visit the venue, or check availability on dates, please contact the Conference & Events Department at the hotel on 01792 814155.

Kind Regards

Conference & Events Team
www.towershotel.co.uk

Delegate Packages

Day Delegate Package from £25.00 per person

(Minimum 10 delegates)

Includes:

- Conference Room Hire
- Data Projector
- Stationary - Paper & Pencils
- Flipchart & Pens
- Mints on Table for Conference
- Assorted Cordials with Chilled Water
- Tea/Coffee on Arrival
- Buffet Lunch served with Tea/Coffee
- Afternoon Tea/Coffee served with Biscuits
- Complimentary car parking at the hotel

24 Hr Delegate Package from £115.00 per person

(Minimum 10 delegates)

Includes:

- Conference Room Hire
- Data Projector
- Stationary – Paper & Pencils
- Flipchart & Pens
- Mints on Table for Conference
- Assorted Cordials with Chilled Water
- Tea/Coffee on Arrival
- Buffet Lunch served with Tea/Coffee
- Afternoon Tea/Coffee served with Biscuits
- 3 Course Limited Dinner
- Overnight Accommodation in a luxury bedroom
- Full Welsh Breakfast
- Complimentary use of the Towers Hotel leisure facilities
- Complimentary car parking at the hotel

Conference Facilities

Captain Evan Evans Room

This conference room is located in the main block of the hotel and is perfect for meetings and conferences, as the room benefits from natural daylight, is fully air-conditioned and has all the equipment required to conduct a professional business meeting or seminar.

Room Set Up	Theatre	Boardroom	Classroom	Cabaret	Dining
	70	20	40	50	5 Tables of 10

Room Dimensions - 39FT X 23FT

Fox Talbot Room

Located next to the Captain Evan Evans Room in the main block of the hotel, this conference room is perfect for meetings and conferences, as the room benefits from natural daylight, is fully air-conditioned and has all the equipment required to conduct a professional business meeting or seminar.

Room Set Up	Theatre	Boardroom	Classroom	Cabaret	Dining
	40	16	16	N/A	N/A

Room Dimensions - 23FT X 25FT

Penderyn Lounge

Despite functioning as the hotel's residents bar during the evenings, the Penderyn Lounge may also be hired for private functions. The room is modern and contemporary, with Wi-Fi accessibility, is fully air conditioned and benefits from its own bar area. This room is suitable for a variety of uses, including conferences, private functions and a relaxing breakout area from other conference rooms.

Room Set Up	Theatre	Boardroom	Classroom	Cabaret	Dining
	20	18	24	N/A	40

The Tower Boardroom

As the name suggests, this naturally lit room is situated in our Victorian Tower and is perfect for the smaller meetings and conferences, requiring privacy.

Room Set Up	Theatre	Boardroom	Classroom	Cabaret	Dining
	N/A	8	N/A	N/A	N/A

The Function Suite

The largest of all our rooms, the Function Suite can be used for a variety of uses, including private functions, larger conferences, trade shows and exhibitions. The room benefits from plenty of natural daylight, is fully air conditioned and has its own bar area and dance floor.

Room Set Up	Theatre	Boardroom	Classroom	Cabaret	Dining
	100	* Call	N/A	250	250

Room Dimensions- 11.50M X27.40M- Height 17FT

* Call the hotel, for further details.

Equipment in Rooms (Included in Room Hire Cost)

Power point presentation equipment
Screen
Video/DVD
PA System (with the exception of Tower Boardroom)
Flipchart

Additional Equipment available

Extra Flipcharts & Pens
OHP

I.T. Room

Full internet access / Email
Fax Services / Photocopying (Chargeable)

Conference Room Hire Rates

Room	Day	Half Day/Evening
Captain Evan Evans Room	£150.00	£100.00
Fox Talbot Room	£150.00	£100.00
Tower Boardroom	£150.00	£100.00
Penderyn Lounge	£150.00	£100.00
Function Suite	£150.00 - £500.00	£100.00

- Rates are calculated depending on room, time required and the number of delegates. Day rates are based on 8.00am – 5.00pm usage. Hours outside of these are priced on application. Evening rates are based on a 6.00pm – Midnight basis.

Accommodation Rates

Standard Single Room	£70.00
Standard Twin / Double Room	£80.00
Superior Single Room	£90.00
Superior Twin / Double Room	£100.00
Superior Suite	£125.00
Deluxe Suite	£150.00

* Rates quoted are inclusive of full welsh breakfast and full use of the leisure facilities. Special rates are available for delegates, to include an evening meal. Please ask the Conference Team for further details.

Our Menu Selection

For conferences, we offer an extensive selection of menus, which can be tailored to individual business requirements and budgets.

A selection of our lunch menus are enclosed to provide you with a taste of what is available, together with a copy of our buffet selections. We are able to offer bespoke menus and we can tailor make menus for specific requests and requirements.

Buffet Menu 1

Bite Size Wraps with Various Fillings inc Vegetarian Option (Served Separately)
Individual Portions of Quiche
Mini Corned Beef Pasties
Mini Cheese & Onion Pasties (v)
Spicy Potato Wedges with a Dip selection (v)
Hot Platter to include an assortment of Samosas, Spring Rolls, Onion Bhajis
Welsh Cakes (v)
Fruit Selection (v)

£9.50 per delegate

Buffet Menu 2

Bite Size Wraps with Various Fillings inc Vegetarian Option (Served Separately)
Individual Portions of Quiche
Mini Corned Beef Pasties
Mini Cheese & Onion Pasties (v)
Spicy Potato Wedges with a Dip selection (v)
Hot Platter to include an assortment of Samosas, Spring Rolls, Onin Bhajis
Bite Size Pastries Filled with Feta Cheese, Stilton & Apple and
Mediterranean Vegetable Filling (v)
A Selection of Fruit Cake / Jam & Cream (v)
A Selection of Fresh Fruit (v)

£10.50 per delegate

Buffet Menu 3 - Healthy Option Buffet

Vegetable Crudites Served with a Salsa dip (v)

Bite Size Wraps with Various Fillings (v)

Individual Portions of Quiche

Mixed Vegetable Crisps

Granary & Wholemeal Assorted Sandwiches Inc Vegetarian Option served Separately

Thai Chicken & Lemon Grass Chicken Strips

Spicy Potato Wedges with a Dip Selection (v)

A Selection of Yoghurts

A Selection of Fresh Fruit

£10.50 per delegate

Buffet Menu 4 – Spud Stop

Why not opt for a healthy lunch with a Jacket Potato, with a selection of toppings and salad that will appeal to a wide audience of delegates:

For up to 60 delegates: choose 3

For 61 to 150 delegates: choose 4

For 151 + delegates: choose 5

(v) indicates vegetarian option

- Grated Cheddar Cheese (v)
 - Baked Beans (v)
 - Chill Con Carne
 - Coleslaw (v)
 - Mixed Salad (v)
 - Tuna Mayonnaise
- Soured Cream and Chive (v)
 - Prawn Mayonnaise
 - Cottage Cheese (v)
 - Chicken Curry

£7.50 per delegate

Buffet Menu 5– Cold Carvery

Choice of two from the selection below

Honey Roast Ham
Roast Beef
Roast Pembrokeshire Turkey
Dressed Salmon

Served with an assortment of salads, Coleslaw, Rice, Pasta, New Potatoes,
A Selection of Mixed Green Salads with Fresh Bread Rolls

£10.50 per delegate

For a two Course Carvery (Main & A Selection of Desserts)

£13.50 per delegate

Limited Lunch Options – Served in the Restaurant

One Course - £9.95
Two Course - £13.95
Including Vegetarian Options

Other Meal Options

Full Welsh Breakfast including one serving of Tea & Coffee
£10.00 per delegate

Full Welsh Breakfast including Danish Pastries, Cereals, Toast & Preserves,
Fruit Juice & One Serving of Tea & Coffee
£12.00 per delegate

Bacon Rolls
£4.00 per delegate

Conference Set Menu

One Course- £9.95 per delegate

2 course £13.95 per delegate - with a selection of deserts

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Chargrilled Sirloin Steak With a creamy Peppercorn Sauce

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Welsh Honey & Mustard Chicken Served with a salad garnish, honey & mustard dressing

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Double pork Loin Steak Garnished with mushrooms & sweet grilled Tomato

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Black Mountain Oak Roast Salmon with Lemon infused Butter

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Chicken Tikka in a hot & Creamy Sauce On a bed of white rice & poppodom

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Mediterranean Tartlet garnished with Chargrilled Vegetables & a leaf salad

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**All Prices below are quoted per person:**

One Serving of Tea/Coffee & Biscuits - £1.70 per delegate  
Two Servings of Tea/Coffee & Biscuits - £3.00 per delegate  
Three Servings of Tea/Coffee & Biscuits - £5.00 per delegate  
Four Servings of Tea/Coffee & Biscuits - £6.50 per delegate

Large Bottles of Still or Sparkling Water - £3.50 Each

Jugs of Squash - £3.50

Jugs of Orange Juice - £5.00

Bottles of House Wine from - £14.50

**Additional Extras**

Pastries - £1.50 per delegate

Toast & Preserves - £1.50 per delegate

Bacon Rolls - £4.00 per delegate

Selection of Fruit from - £10.00

Mixed Selection of Sandwiches from - £4.00 per delegate

Biscuits - £1.00 per serving per delegate

Selection of Cakes - £4.00 per delegate

Cheese Board - £4.50

**Business Support Services**

Black & White Photocopies - £0.20 per sheet

Colour Photocopies - £0.50 per sheet

Fax Service - £0.20 per sheet

The information contained within this brochure is designed to give you an indication of what we are able to offer, but please be aware that the Conference & Events Team at the hotel are available to discuss your individual requirements to ensure that we can provide you with a package that best suits your needs and budget.

**Please contact the Conference & Events Team directly at the hotel on 01792 814155, and they will be happy to help you further.**

**Website: [www.towershotel.co.uk](http://www.towershotel.co.uk)**

## **The Towers Hotel & Spa – Location**

Conveniently situated just a few minutes from Junction 42 off the M4 in scenic Swansea Bay, the Towers Hotel & Spa is equidistant between both Cardiff International and Swansea airports. Both bus and rail networks are also conveniently located only 10 minutes away in Swansea city centre.

The Towers Hotel & Spa is very close to thriving central Swansea and the new industrial developments at Baglan Energy Park, Llandarcy and the SA1 development. For our guests with the luxury of some spare time to explore, the stunning beaches and cliffs of the Gower Peninsula are within easy distance, as are the beautiful Brecon Beacon mountains. Other local attractions include several top golf courses, Swansea's pretty waterfront area, the National Waterfront Museum and the Afan Forest Park, regularly voted one of the world's top 10 mountain-biking destinations.

## **DIRECTIONS – How to Find The Towers Hotel & Spa**

Leave the M4 for Swansea at Junction 42 and join the A483

Turn right at first roundabout

We're at the first turning on the left on the B4290

