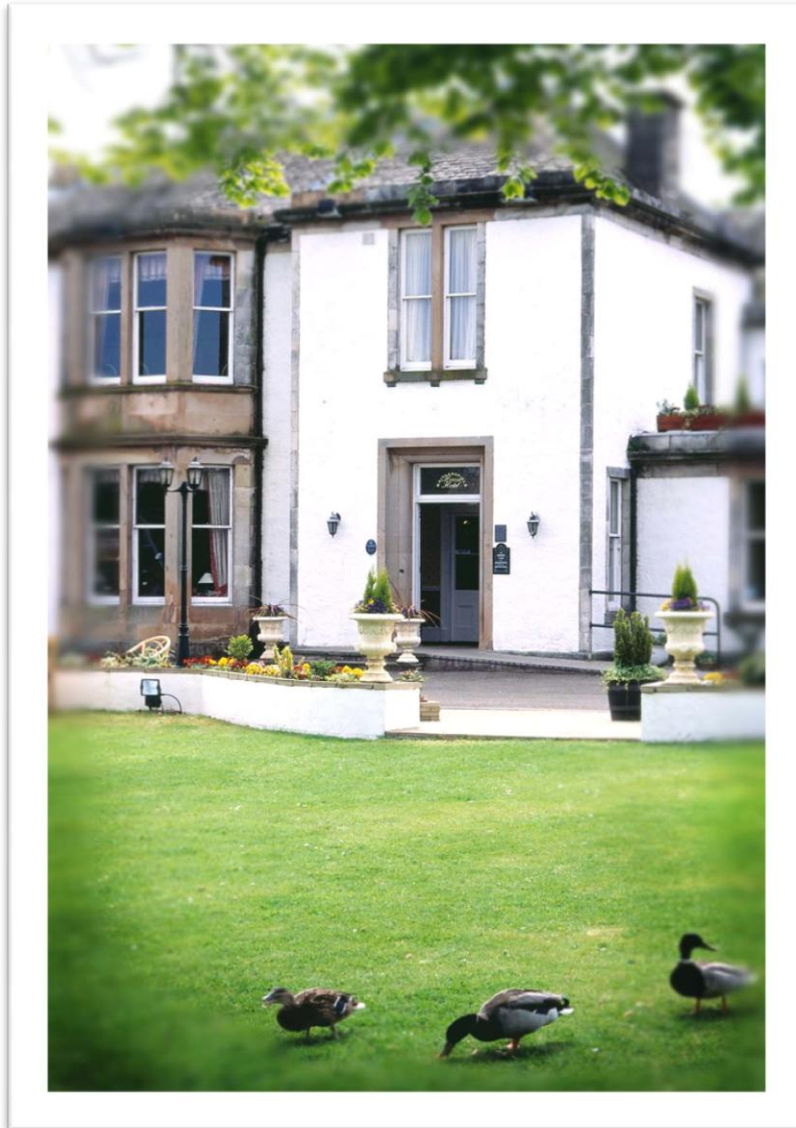




MAITLANDFIELD
HOUSE HOTEL



Conference & Meetings Information

VisitScotland ★★★ Hotel
Maitlandfield House 24 Sidegate Haddington East Lothian EH41 4BZ Tel: 01620 826513 Fax: 01620 8265713
info@maitlandfieldhouse.co.uk www.maitlandfieldhouse.co.uk



MAITLANDFIELD HOUSE HOTEL

Dear Guest

Thank you for enquiring about our facilities here at Maitlandfield House. The Hotel is situated in East Lothian's picturesque and historic town of Haddington, with close proximity to Edinburgh City and its international airport providing clients with easy access, by air, road or rail.

This former mansion house has acquired a reputation for staging professional, successful events to which our management and staff are totally committed. Maitlandfield House Hotel offers a professional yet peaceful venue to hold any number of different events. Our gardens offer an ideal setting for team activities. Flexibility is built into Maitlandfield House Hotel.

Many Blue Chip Companies trust us with their most important sales product launches, boardroom meetings, training courses, team building and corporate entertaining. We can offer a variety of function suites, meeting rooms and boardroom that can accommodate between 10 and 200 representatives for private dining, social occasion or meetings. For a more casual event or business meeting our modern Brasserie bar and grill may be what you are looking for, providing food that is simply prepared and presented offering great flavour and value for money. Our lounge is suitable for informal meetings, where coffee, tea and homemade shortbread is served when privacy and quiet are not essential.

The Aubigny Leisure Center, located 500 yards from hotel, provides guests with an indoor swimming pool, gymnasium, sauna and steam room to help them relax and unwind. Other nearby facilities include Haddington golf course, horse riding on the sands of Edinburgh's sunny coast line, 4X4 adventures and the breathtaking scenery of coastal castles, distilleries and much more.

We pride ourselves in meeting all your conference needs.

We look forward to hearing from you.

Kind Regards

Pauline De Freitas

Meeting and Conference Coordinator

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CONFERENCE DINING



FINGER BUFFET SELECTOR

Mixed Sandwiches, Cocktail Sausage Rolls, Savoury Cheese Roulade, Cocktail Spring Rolls, Cheese & Tomato Pizza Bites, Breaded Salmon Bites, Indian Pakora with Chilli Dip, Mini Chinese Ribs, Mini Scottish Eggs, Chicken Fillets, Barbeque Chicken Wings, Chicken Drumsticks, Onion Bhajis with Dip, Potato Wedges with Sour Cream, Vegetable Crudities with Dip Platter.

Please select 5 items for your conference working buffet.

- SELECT 5 £8.95
- SELECT 8 £10.95
- SELECT ALL £17.95



INDEIVIDUAL PRICED ITEMS

Bacon or Breakfast Sausage Roll with Tomato Relish and Brown Sauce	£ 5.95
Afternoon Tea with Baked Scones with cream and Fruit Preserves	£ 4.95
Morning Coffee with Handmade Shortbread	£ 2.50
Barbeque Mixed Grill Lunch Outside in the Garden	£15.75



COLD FORK BUFFET	LUNCH EXAMPLE (2 course)	DINNER EXAMPLE (3 course)
<p>Baked gammon Roast turkey Roast Scottish beef Smoked salmon and trout fillets</p> <p>Coleslaw salad Savoury rice salad New potato and chive salad Lettuces leaves tomato and onion salad</p> <p>■■■</p> <p>Wedge of apple and sultana flan with chantilly cream</p> <p>■■■</p> <p>Freshly brewed coffee and chocolate mints</p> <p>Individual £14.95</p>	<p>Terrine of Chicken liver with roasted tomato chutney and oatcakes</p> <p>Buffalo mozzarella and mixed tomato salad with balsamic syrup</p> <p>■■■</p> <p>Fish and chips in belhaven beer batter with tartar sauce, and salad</p> <p>Chicken pieces in a tomato and piri piri sauce on steamed rice</p> <p>■■■</p> <p>Freshly brewed coffee and chocolate mints</p> <p>2 Course and Coffee £12.50</p>	<p>Freshly prepared soup of the day</p> <p>Belhaven smoked salmon and prawns with a coconut mango and coriander dressing</p> <p>■■■</p> <p>Pan fried breast of corn fed chicken served on creamed leeks with a port wine reduction</p> <p>Grilled local trout fillet with a spinach and almond butter and sautéed new potatoes</p> <p>■■■</p> <p>Rich chocolate fondant with a bairlies and vanilla cream sauce</p> <p>Local and Scottish cheese platter, fruit compote and oatcakes</p> <p>■■■</p> <p>Freshly brewed coffee and chocolate mints</p> <p>3 Course and Coffee £20.00</p>

When reserving your meeting please note the lunch option included in the delegate packages. All options are also available to order individually when booking on a room hire basis.



MAITLANDFIELD HOUSE HOTEL

MEETING & CONFERENCE RATES

Our meeting and conference packages can be adjusted to your specific requirements.

BOARDROOM DAY DELEGATE £ 45.00 per delegate
In the Tyne Suite Minimum 10 delegates maximum of 20

- On arrival: coffee, bacon rolls, fruit and fruit juice
- Mid morning: coffee with shortbread
- Two course brasserie lunch
- Afternoon tea with teacakes or scones
- Meeting room hire- boardroom style
- Cordials and mineral water
- Flipchart & conference stationary
- Overhead projector & screen
- Video recorder
- Television
- White board and markers



DAY DELEGATE ONE

Brasserie Grill Lunch **£ 30.00** per delegate
Minimum 10 delegates maximum 200

- Arrival coffee and bacon sandwiches
- Mid morning coffee with handmade shortbread
- Two course brasserie lunch
- Afternoon tea with oven bakes
- Meeting room hire
- Cordials and chilled water
- Flipchart , paper and pens
- Conference mints



DAY DELEGATE TWO

Working Buffet Lunch **£ 25.00** per delegate Minimum 10 delegates maximum 200

- Mid Morning coffee with handmade shortbread
- In room working finger buffet (5 Items)
- Afternoon tea with oven bakes
- Meeting room hire
- Conference mints
- Cordials and chilled water



BREAKFAST MEETING £ 15.00 per delegate

Available From 7.00am to 10am Minimum 10 delegates

- Morning coffee/tea and fruit juice on going
- Choice of cereals
- Choice of fresh fruit, fruit compotes and yoghurt
- Full buffet breakfast, bacon, sausage, black pudding, grilled tomato, scrambled egg
- Meeting room hire
- Cordials and chilled water
- Flipchart paper

24 HOUR RESIDENTIAL PACKAGES

- Sharing In a twin or double room accommodation from **£ 85.00** per delegate
- Accommodation for single room **£ 135.00** per delegate
- The 24 Hour residential conference includes all the above conference day delegate package with working lunch, plus a three course dinner in a private room, accommodation and full Scottish breakfast

INDEPENDENTANT MEETING ROOM HIRE CHARGES (also available hourly please ask for prices)

MEETING ROOM TARIFF	DAY (9.00am-5.00pm)	HALF DAY (2.00pm-5.00pm)	EVENING ONLY (6.00pm-10.00pm)
GREAT HALL	£ 400.00	£ 250.00	£ 150.00
HALF GREAT HALL	£ 250.00	£ 200.00	£ 150.00
RECEPTION ROOM	£ 150.00	£ 100.00	£ 100.00
TYNE SUITE BOARDROOM	£ 200.00	£ 120.00	£ 120.00
SIXTEEN KINGS ROOM	£ 150.00	£ 100.00	£ 100.00
All Prices are Inclusive of VAT, at the prevailing rate	Disabled Facilities available throughout the Ground Floor, Secretarial Service, Facsimile Machine, Photocopier, a wider range of equipment is also available on request.		Free Parking

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Your Notes