

# Caer Beris Manor Hotel

Exceptional Value  
for an  
Exceptional Product



## Caer Beris Manor

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# Corporate and Conferences

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## **Caer Beris Manor**

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**AA 3\* Country House Hotel**

# Conference Rooms

## Caer Beris Manor

### The perfect venue for all your Corporate Needs

An incredibly popular and centrally located venue for holding conferences and corporate training and meetings be it for 10 or 100 delegates. Caer Beris Manor Hotel boasts 4 separate meeting rooms plus additional syndicate options available with a full range of audio visual equipment on site to compliment your conference.

#### Irfon Conference Suite

Location Ground floor  
Dimensions 12m X 7m  
Theatre 120 delegates  
Cabaret 70 delegates  
Boardroom 40 delegates



#### Aber Conference Suite

Location: Ground Floor  
Dimensions 7m X 4m  
Theatre 35 delegates  
Cabaret 20 delegates  
Boardroom 20 delegates

#### Usk Conference Suite

Location: Ground Floor  
Dimensions 4m X 3m  
Theatre 20 delegates  
Cabaret 10 delegates  
Boardroom 12 delegates



#### Wye Conference Suite

Location: First Floor  
Dimensions 6.5m X 6.5m  
Theatre 30 delegates  
Cabaret 20 delegates  
Boardroom 20 delegates

#### Garden Lounge

Location: Ground Floor  
Dimensions: 9m X 9m L shaped  
Theatre: 50 delegates  
Cabaret: 30 delegates

## Facilities and Services at Caer Beris Manor

This check list is not comprehensive but will, we hope, give you an idea of the scope of our facilities.

- Free wi-fi
- All conference rooms have natural daylight, are well ventilated and centrally heated.
- Excellent access for disabled delegates
- Free and safe off road parking
- Lockable Conference rooms
- Flexible indoor/outdoor area
- Extensive facilities for activities including Clay Pigeon Shooting, Golf, Fishing, Croquet and Team Games
- Helicopter landing
- Email/Fax, Flip charts, Internet, Laptop. Lectern, PA System, Power Point Projector, Screen, TV, Video

Conferences held at our hotel benefit from the meeting rooms and bedrooms being under one roof to enhance group dynamics.

The intimate nature of the venue, ensures that your event will receive the same attention to detail and the best possible service whether your are 10 or 100.

Exclusive grounds to allow for team work building giving you unlimited use of our 27 acres, river and parkland.



## **Meeting Room Hire Rates**

- Irfon Suite - Up to 100 delegates - £150 full day £100 half day
- Wye Suite - Up to 20 delegates. - £100 full day - £75 half day
- Garden Lounge - Up to 20 delegates - £100 full day - £75 half day
- Usk Suite - Up to 12 delegates - £70 full day - £60 half day

You can plan your own 'Bespoke' conference. Choose your room hire option and add the following extras.

Coffee, tea, Fruit teas  
£1.50 per person per serving

Sandwiches/baguettes  
from £4.95 per person

Lunch Menu Options. Must be pre-ordered

Buffet 1

Finger sandwiches/quiches/sausage rolls/crisps/potato wedges  
£9.95

Buffet 2

Finger sandwiches/quiches/sausage rolls/crisps PLUS  
fried chicken/cheese & spinach filo parcels/potato wedges  
£12.95

Buffet 3

Finger sandwiches/quiches/sausage rolls/crisps PLUS fried chicken/cheese  
filo parcels/scampi/loaded potatoes  
£14.95

## **IT Equipment**

- Internet Notebook hire £15.00 per day
- WIFI available in each room Free!
- Our WIFI system has now been upgraded
- Computer for guests use located in Reception Free!
- Notepads, pens, water bottles Free!
- Photocopying 15p per sheet
- Fax 15p per sheet
- Power point projector Free!
- Projection Screens and Flipcharts Free!

# Conference Rates and Packages

## 8 Hour Daily Rates

### Silver Day Package- £19.95 per delegate

- Morning and afternoon Tea and Coffee with homemade biscuits served in conference room
- Lunch with choice of vegetarian and non vegetarian soup served with freshly cut sandwiches, potato wedges and coffee, Served in separate dining area.
- Still and Sparkling Waters
- Conference Room Hire

### Gold Day Package- £27.95 per delegate

- Morning and afternoon Tea and Coffee with homemade biscuits served in conference room
- Buffet Lunch of hot dishes such as Vegetarian Lasagne and Meat Lasagne, Broccoli Bake and Chilli Con Carne, **and** Cold Cuts of sliced baked ham, roast beef, Hot Chicken Goujons and hot potatoes and a choice of salads. Selection of Home-made Desserts, Coffee.
- Still and Sparkling Waters
- Conference Room Hire

## 24 Hour Rates

### Silver 24 hour Package-£79.95 per delegate

To include the Silver Day Package PLUS 2 Course dinner from Sample Menu Below and Bedroom and Breakfast.(Choices from our Conservatory Menu)

### Gold 24 hour Package- £97.95 per delegate

To include the Gold Day Package PLUS 3 Course dinner from Sample Menu Below and Bedroom and Breakfast (Choices from our Restaurant Menu)

## 36 Hour Rates

Rates include all facilities from arrival for coffee on day 1 to departure after tea on day 2

### Silver 36 hour Package-£97.95 per delegate

### Gold 36 hour Package - £124.95 per delegate

Break Out Rooms from £50 depending on size

**Rates exclude vat**

## **Exclusive Use for Corporate and Team Building**

Imagine your own Manor House for 20 delegates for 36 hours exclusively for your group, Nobody else allowed as we close our bar and restaurants to anyone else. Everything is dedicated to making your meeting as special as you want. This is what we offer at Caer Beris Manor.

Included in the package:

- Brunch on arrival
- A round of golf at Builth Wells Golf Course or Clay Pigeon Shooting in our Grounds or Guided Walk
- 3 Course Evening Dinner
- Full Welsh Breakfast,
- Buffet Lunch
- Unlimited Tea and Coffee
- Conference Rooms and Break out rooms
- Single Occupancy of our 20 double Bedrooms for one night
- Three additional single bedrooms suitable for trainers

Delegates arrive in time for a brunch on the first day. The perfect opportunity for people to catch up in an informal way, You may then enjoy team building exercises to include clay pigeon shooting or golf. Hill walking or a simple walk is also available. In the evening enjoy a comprehensive 3 course dinner in the oak panelled Restaurant 1896. Your evening can go on all night if you like: its up to you. The next morning after breakfast, time to meet or continue team building activities. A delicious lunch followed by coffee.

### **Exclusive package only £3,995.00 plus vat**

#### Sample Restaurant Menu

Chicken and Tarragon Terrine with Tomato Chutney  
Smoked Salmon and King Prawn Mousse with Lemon and Basil Salad

#### Sample Hot and Cold Buffet Lunch

Vegetarian Mushroom Stroganoff  
Beef Lasagne  
Beef and Ale Pie  
Chicken Chasseur  
Honey and Mustard Baked Ham  
Selection of 5 Salads  
Homemade Desserts

#### **Special Offer:**

Delegates partners sharing a double room accommodated free  
paying only for meals as taken

# Sample Dinner Menu

Chefs Home-made Soup of the Day

Grilled Goats Cheese with Olive, Carmarthen Ham  
and Asparagus Salad with Lemon Pepper Dressing

Gateaux of Melon with Raspberry and Strawberry Compote  
and Summer Fruit Coulis

Crab and Filo Parcels with Prawn and Sundried Tomato Salad

\*\*\*

Fillet of Cod with Asparagus, Roasted Vegetables  
and Tomato and Garlic Sauce

Slow Cooked Lamb Rump with Pea and Mint Puree,  
Braised Beetroot and a Red Wine Jus

Honey Roast Duck Breast with Fine Beans and Bacon  
with an Apricot and Thyme sauce

Sweet Chilli and Vegetable Filo Parcels with Spaghetti Provencale,  
Olives and Capers and Parmesan Cheese

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Selection of Home-made Desserts

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Freshly Brewed Coffee or Selection of Teas

## Small Selection from our Wine List

### Loire

- 7. Muscadet de Sevres et Maine £14.95
- 9. Pouilly Fume £17.95
- 10. Sancerre £19.95

### Burgundy

- 11. Bourgogne Chardonnay £16.95
- 12. Chablis A.C. £18.95
- 14. Pouilly Fuisse £19.95
- 16. Macon Village Blanc 2005 £15.95

### Chile

- 18. Chardonnay, Punta Nogal Reserva - £14.95
- 19. Sauvignon Blanc, Cono Sur - D.O. £14.95
- 20. Cono Sur, Riesling, Bio Bio Valley £15.95

### South Africa

- 30. Boschendal Chardonnay, Pinot Noir 2007 £15.95

### Australia

- 32. Armidale Hill Grove Chardonnay £14.95
- 33. Wolf Blass, Yellow Label Chardonnay £15.95
- 34. Rosemont Estate, Semillion Chardonnay £14.95

### Rhone and Sothern France

- 70. Cotes de Rhone A.C. £12.95
- 73. Brouilly £15.95
- 74. Chateneuf du Pape £19.95

### Italy

- 78. Chianti Classico £16.95
- 79. Amarone £29.95
- 80. Barolo £27.95
- 81. Brunello di Montalcino £29.95

### United States

- 86. Napa Valley Vineyards Cabernet Sauvignon £17.95
- 89. Rancho Zabaco, Zinfandel, £19.95

### Spain

- 90. Rioja Campo Viejo Crianza £14.95
- 91. Rioja Faustino V Reserva £18.95
- 92. Siglo Grand Reserva £19.95
- 93. Altozano, Tempanillo Shiraz, Gonzalez £14.95



## What People Say

'May I take this opportunity of thanking you all for the help and assistance you gave us in organising this conference. Can I also pass on to you a comment we received from Robert Livingston via email ' I cant praise Caer Beris too highly for the quality of their service.'

You helped to make it all go very smoothly and Im sure you will have won a lot of additional potential customers.'

'Surprisingly good quality and quantity given the price.'

'As always-unobtrusive helpful staff guarantee the smooth running of our course. Have used the hotel before and confident that all would work well.'

'Good under the budget day costing.'

'It is my pleasure to write to convey our thanks for the hospitality and friendly atmosphere we found at Caer Beris last weekend. Our thanks go out to Ira and the reception staff, to Matt for a most gastronomic menu, to Sean for the organisation and to the kitchen staff who seemed to be always working in overdrive but regardless of the pressure always smiling.'

## Special Offers

### **Exclusive Use: -Off peak discount**

10% discount on all conferences booked during November, December. A further £1000 discount on all exclusive use bookings for remaining dates in the months of November 2010, December 2010, January, February and March and August, 2011.

### **Pre pay discount\***

Pay in full 28 days before and earn a 10% discount on arrival to be used at your own discretion. \* Not available for use with other Special Offers.

### **Special Seasonal Offer - Christmas Corporate 24 hour Package**

- Mulled Wine and home made shortbread on arrival
- Gold 24 hour package including Hot and cold buffet lunch
- Hot Toddy or Glass of Bubbly before dinner
- Christmas Themed Menu
- Use of Function room for evening entertainment

**Only £99.95 per delegate**

Rates exclude vat

## **Terms and Conditions**

Your main meeting room is included in the conference package. Additional syndicate rooms are available from £50.00 per day

Please advise us three working days prior to your event running times for your meals and refreshments, and also room layouts and audio visual equipment that you may require.

### Payment Terms

Conference rates are available for groups of six or more delegates. Subject to prior agreement, invoicing will be for one account, payable within 14 working days. A late payment charge of 1.5% will be levied for payment received after this time.. Invoicing will be for the minimum numbers advised to us 48 hours prior to arrival. Individual bills and personal extras must be settled on departure.

### Cancellation Policy

For delegate numbers under 35 - 3 working days

For delegate numbers over 35 - 7 working days

Failure to do this will incur full costs.

## How to find us

We are easy to reach from all parts of Britain, being close to the England and Wales border.

### From Builth Wells town centre

Follow signs A483 in direction of Llandoverly., at mini roundabout bear left on A483. After approximately 300 yards having gone past the cricket ground, turn left into the hotels gates

## By Car

### From the West Midlands

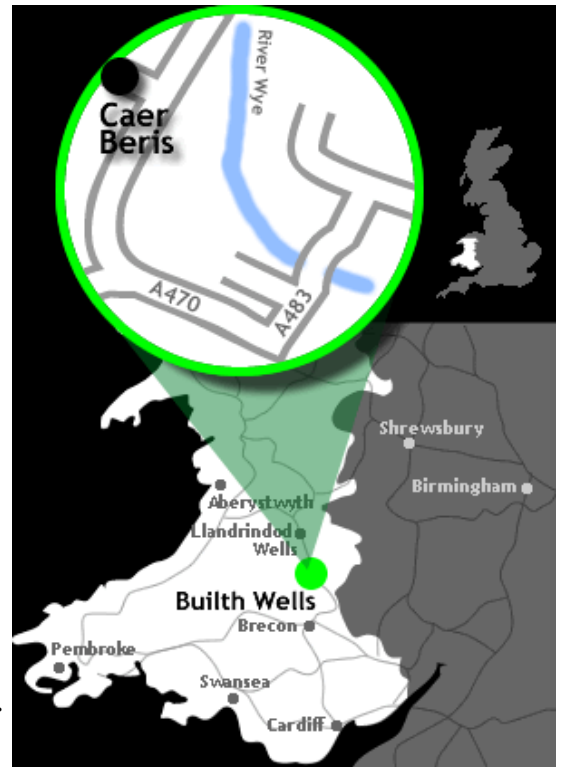
Take the M5 South to junction 3, A456 Kidderminster, remain on the A456 signposted Leominster. Follow signs for Leominster eventually turning left onto the A49 at roundabout take the 2nd exit A44, follow A44 until signs for Builth Wells A481 by the Fforest Inn. Turn left here and continue on until reaching the town.

### From Cardiff

Follow the A470 to Merthyr Tydfil and then Brecon. Continue on A470 following signs for Hereford and Builth Wells. Turn left at crossroads on A470 Builth Wells. At T junction turn left for Builth Wells A470.

### From North Wales

Follow the A470 to Dolgellau continue on to Llangurig then Rhayader. Follow A470 to Builth Wells. From Wrexham and Chester, the A483 will take you directly to Builth Wells.



**If you are using a GPS, our postcode is LD2 3NP, but stay on the main road as some programmes will try to take you to the wrong side of the river,**

## By Railway

Don't worry if you haven't got a car. Our local railway station is Cilmery on the Heart of Wales line. Ring before leaving and we will collect you. There are no taxis available at the station so do let us know your arrival time. For wheelchair users, Builth Road station is more convenient, so please advise us if you would prefer to be picked up from there.

**You will find a fully downloadable map on our website  
[www.caerberis.com](http://www.caerberis.com)**