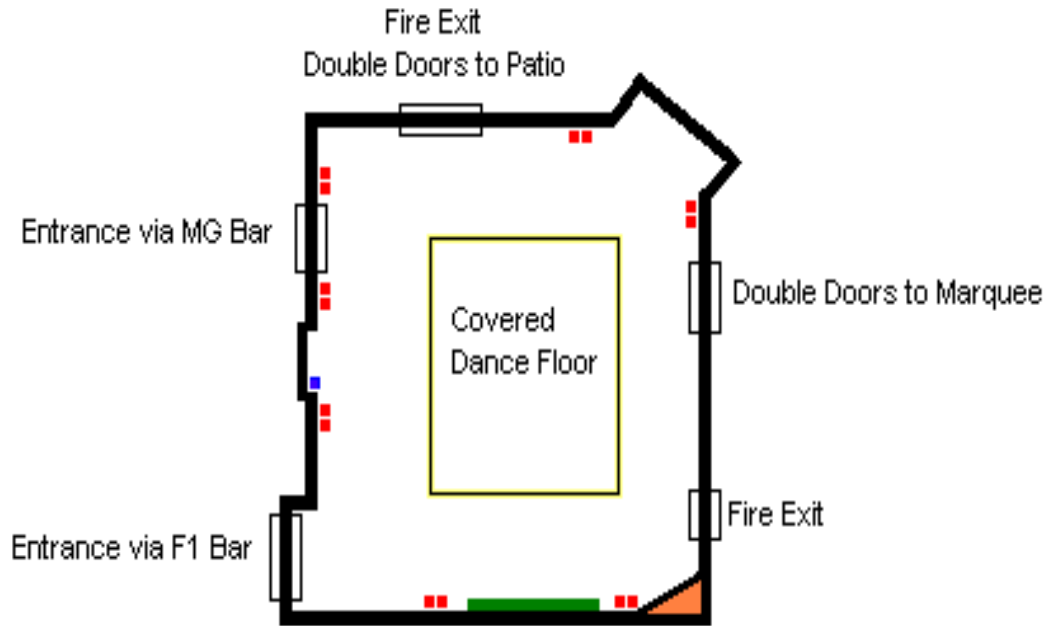


The Sunningwell Suite

Birds eye view (not to scale)



Key

- 2 x 13amp Power Point
- Telephone Socket
- Wall mounted White Board
- ▲ Built in TV & Video Unit

Capacities	
Theatre	80
Classroom	50
Boardroom	36
U – Shape	30
Hollow Square	32
Lunch/Dinner	74
Reception	75

Dimensions	
Length	29ft / 8.95m
Width	22ft / 6.7m
Height	10ft / 3m
Door Width	4,5ft / 1.3m
Lighting	Tungsten
Windows	Yes
Black out	Partial

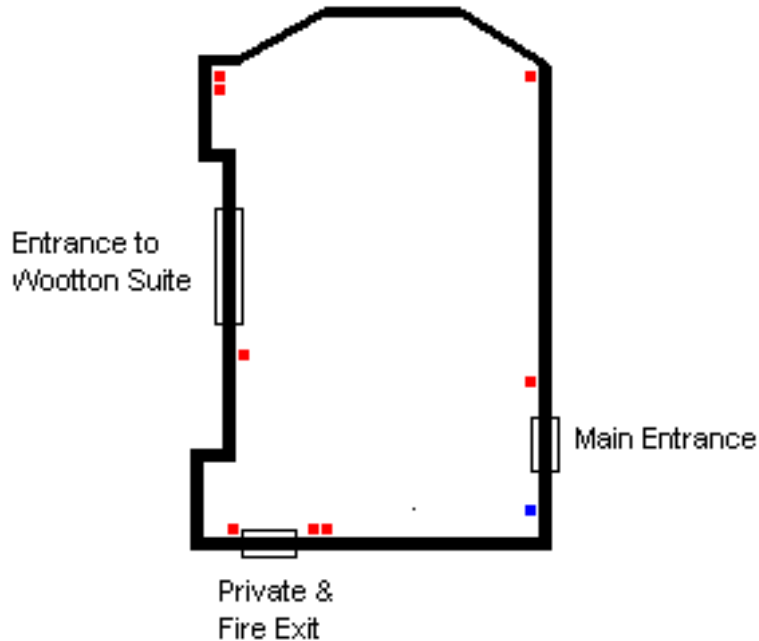
The Sunningwell Suite is more than adequate to handle the smallest or the larger conferences, for whatever the needs, with disabled access from the main entrance, to the hotel’s south facing patio. The Sunningwell Suite also connects, if required, to the MG Bar for a more private arrival reception and has very close access to two interview or break rooms. Included in the price of the conference is the use of the sound system with a CD player, tape deck, microphone and it is also linked to the VCR, for your audio conferences or listening exams, or simply to make sure your voice is heard.

Reservations

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The Radley Suite

Birds eye view (not to scale)



Key

■ , ■ 2 , 1 x 13amp Power Point ■ Telephone Socket

Capacities	
Theatre	45
Classroom	30
Boardroom	25
U – Shape	25
Hollow Square	25
Lunch/Dinner	40
Reception	55

Dimensions	
Length	31ft / 9.5m
Width	15'7ft / 4.7m
Height	8'3ft / 2.5m
Door Width	2'6ft / 0.7m
Lighting	Tungsten
Windows	Yes
Black out	Partial

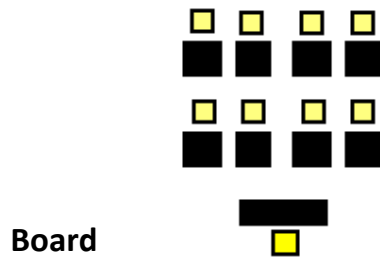
The Radley Suite leads directly onto the South facing patio over-looking the hotel's water garden and the gardens, perfect for a BBQ lunch.

Reservations

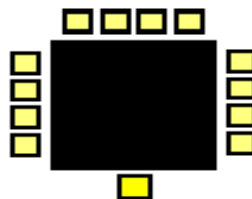
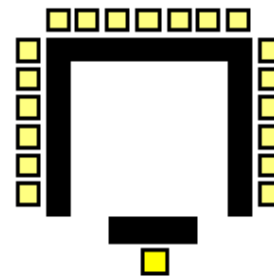
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Room Layouts

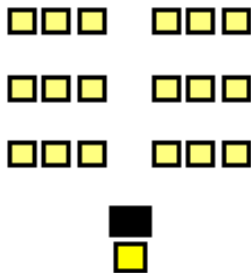
Class Room



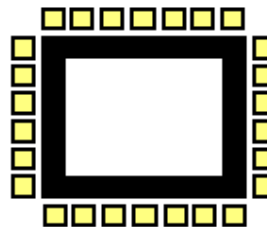
U - Shape



Theatre



Square Shape



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Pricing

Here at the Foxcombe Lodge we believe that you should be in control of your spending for the day, as well as value for your money; so we have put together two different listings. One being an all inclusive, the 'Delegate' package, the other being that everything is priced individually. To enable you to choose what you want on the day. We hope then you'll be able to plan your meeting as economically as possible. So if you decide you would just like a room for the day without tea, coffee, or any equipment then you'll be paying for the room and the room only, however if you decide you'd like all the extras then the 'Delegate' packages may be better for you. It doesn't stop there either, for if you decide to hold your conferences with us on a regular basis then you are entitled to discounts, which start at 5% and go all the way to 25%.

The Delegate Packages

All the Delegate Packages come inclusive of: -

- Tea and coffee (The time of the first serving must be specified one day prior to conferencing)
- Hire of an OHP and screen, white board and two pens, flip chart and paper
- Room hire and chosen room layout
- One standard stationary pack (See individual pricing for contents, upgrades available at an extra cost)
- One telephone with an outside line (Calls charged at 10p per BT unit)
- Iced water, cordials and sweets on the tables
- Inclusive of V.A.T

Timings

Day 08:00 – 17:30 / All Day 08:00 – 22.30 / Sessions can start at 07:15 or finish before 22:30

If 08:00hrs is an inconvenient time for you to start, then we will be more than happy to adjust the times to suit you for the 'Day' or 'All Day' packages

Please turn over for full pricing on the 'Delegate Packages'

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Delegate Packages

Day Delegate (Minimum 6 persons)				
Menu Plan:	Finger Buffet	Sit Down Buffet	Table d'hote	No Food
Day Rate 08:00 - 17:30				
Upto 10 People	£25.00	£25.00	£34.00	£17.50
Upto 20 People	£23.50	£23.50	£31.00	£15.50
Upto 30 People	£20.50	£20.50	£28.50	£13.50
Over 30 People	£18.00	£18.00	£26.50	£11.50
All Day Rate 08:00 - 22:30				
Upto 10 People	£30.00	£31.50	£39.00	£22.50
Upto 20 People	£27.00	£29.00	£36.00	£20.50
Upto 30 People	£24.50	£26.50	£33.50	£18.50
Over 30 People	£22.50	£24.50	£31.50	£16.50
Session Rate (4hr / 6hr)				
Upto 10 People	£18.00 / £20.00	£20.00 / £22.00	£27.00 / £29.00	£14.00 / £15.00
Upto 20 People	£16.00 / £18.00	£18.00 / £20.00	£25.00 / £27.00	£13.00 / £14.00
Upto 30 People	£14.50 / £16.50	£16.50 / £18.50	£23.50 / £25.50	£12.00 / £13.00
Over 30 People	£13.00 / £15.00	£15.00 / £17.00	£22.00 / £24.00	£11.00 / £12.00

24 Hour Delegate (Minimum 6 persons, priced per person)				
Delegate Menu Plan:	Finger Buffet	Sit Down Buffet	Table d'hote	No Food
Single Occupancy				
No Evening Meal	£74.00	£77.00	£81.00	£68.50
Table d'hote Meal	£86.50	£89.50	£93.50	£81.00
A la Carte Meal	£91.50	£94.50	£98.50	£86.00
Twin / Double Occupancy				
No Evening Meal	£64.00	£67.00	£71.00	£58.50
Table d'hote Meal	£76.50	£79.50	£83.50	£71.00
A la Carte Meal	£81.50	£84.50	£88.50	£77.00
Triple Occupancy				
No Evening Meal	£54.00	£57.00	£61.00	£48.50
Table d'hote Meal	£66.50	£69.50	£73.50	£61.00
A la Carte Meal	£71.50	£74.50	£78.50	£66.00

The '24 Hour Delegate' rate includes a full English breakfast and either a 'Day' or 'All Day' conferencing.

Please notify the hotel of any special dietary needs e.g. vegetarians, allergies etc.

Should you have any questions, please contact the hotel and we will be more than happy to help you in any way possible.

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Pricing For Planning Your Own Conference

Room Hire Only (Including Chosen Layout)				
Room:	Sunningwell Suite	Radley Suite	Bladon Suite	Interview Room
Daily Rate 08:00 - 17:00	£125.00	£100.00	£90.00	£65.00
4hr Session (Day)	£70.00	£60.00	£50.00	£40.00
4hr Session (Eve)	£60.00	Call for availability	Call for availability	£50.00
6hr Session (Day)	£85.00	£70.00	£60.00	£50.00
6hr Session (Eve)	£70.00	Call for availability	Call for availability	£60.00
All Day 08:00 - 22:30	£175.00	Call for availability	Call for availability	£85.00

Equipment Packs and Charges

Fox Pack A £30 per day	Fox Pack B £25 per day	Fox Pack C £35 per day
1 Flip Chart (White Board) 1 Pad of A1 Paper 2 Marker Pens OHP and Screen Slide Projector	1 Flip Chart 1 Pad of A1 Paper 2 Marker Pens OHP and Screen White Board 2 Dry Marker Pens	1 Flip Chart 1 Pad of A1 Paper 2 Marker Pens OHP and Screen VHS Video Player 22" Television

Additional equipment can be provided easily, for example; a computer with Internet access, please call for more information. If however these packages don't suit your needs then let us know what you want on the day and we'll get back to you with a price.

Stationary Packs

Economy £0.95 per person	Standard £3.75 per person	Deluxe £7.50 per person
1 Black or Blue Ball Point Pen 1 HB Pencil and Rubber 5 Sheets of A5 paper	1 Black Ball Point Pen 1 Blue Ball Point Pen 1 HB Pencil and Rubber 1 A4 Ring Binder Folder 1 Refill Pad (80 pages) 1 30cm Ruler	1 Black Ball Point Pen 1 Blue Ball Point Pen 1 Red Ball Point Pen 1 HB Pencil and Rubber 1 A4 Ring Binder 1 Refill Pad (80 pages) 1 30cm Ruler 2 Different Highlighters 1 Pocket Calculator
Mathematical £5.95 per person		
1 Black or Blue Ball Point Pen 1 HB Pencil and Rubber 5 Sheets of A5 paper 1 Pocket Calculator 1 Mathematical Instrument Set		

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Secretarial Service Charges

Photocopying (per A4 sheet)	£ 0.10
Incoming facsimile sheet (per sheet)	£ 0.10
Outgoing facsimile (handling charge per sheet)	£ 0.20
Laser printing from Windows PC software package (per sheet)	£ 0.10
Phone calls charged per BT unit	£ 0.10

Consumable Charges

OHP Pens	£ 2.00
OHP Film Roll	£ 9.00
OHP acetates (per 10)	£ 5.50
Flip Chart Pens	£ 1.00
Flip Chart Pads (A1)	£ 9.00

Refreshment Charges

Tea, coffee with biscuits (per cup)	£ 1.50
Flask of tea or coffee (8 cups)	£ 9.00
Jug of Quencher orange juice (8 glasses)	£ 8.00
Cordials, mints and iced water (per person, throughout meeting)	£ 1.00
Sparkling or Still mineral water (1 litre bottle)	£ 2.50
Freshly Made Sandwiches	from £ 3.00
Fox Club sandwich	£ 5.95
Pâté served with a salad garnish and toast	£ 4.25

Also available are individual Bar Snacks that vary daily and are priced according to season.

Menu Selector

Badger's Buffet £9.95	Bear's Buffet £11.95	Hare's Buffet £12.95
A selection of sandwiches Spring rolls (Chinese and vegetable) Mini sausage rolls Chicken pieces Bite size savouries Mini pizzas Crisps, nuts, and olives	A selection of sandwiches Spring rolls (Chinese and vegetable) Mini sausage rolls Chicken pieces Bite size savories Mini pizza Crisps and nuts Selection of cold meats Vegetable and lamb Samosas Fresh salads	A selection of cooked pastas Beef bolognaise Chicken or Turkey Curry Jacket potato Chef's choice on a hot pie Hot seasonal vegetables Salads and compound salads Dessert of the day

The lounge menu is available along with the A la Carte menu which are both individually priced. For more information or to devise your own menu please call us and we'll be more than happy to help you.

All Prices in this brochure are subject to change and include VAT at the current rate

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How to Find Us

DIRECTIONS TO FOXCOMBE LODGE FROM NORTH VIA M40.

Leave M40 at Junction 9. Signposted A34 - A41. Keep on right hand lane of slip road leading to roundabout and turn right taking the A34 exit. From this point you need to travel 12 miles south on the A34. At Peartree Interchange stay on A34, At Botley Interchange stay on A34. Leave A34 at Hinksey Hill Interchange. Signposted M40 - A40 / Ring road. Keep on right hand lane of slip road leading to roundabout, and turn right taking the Wootton exit.

*You now travel half a mile up Hinksey Hill, and turn right at the island at the top of this hill signposted Boars Hill – Wootton travel along this road for just over 1 mile and we are on the left.

DIRECTIONS FROM LONDON VIA M40 SOUTH

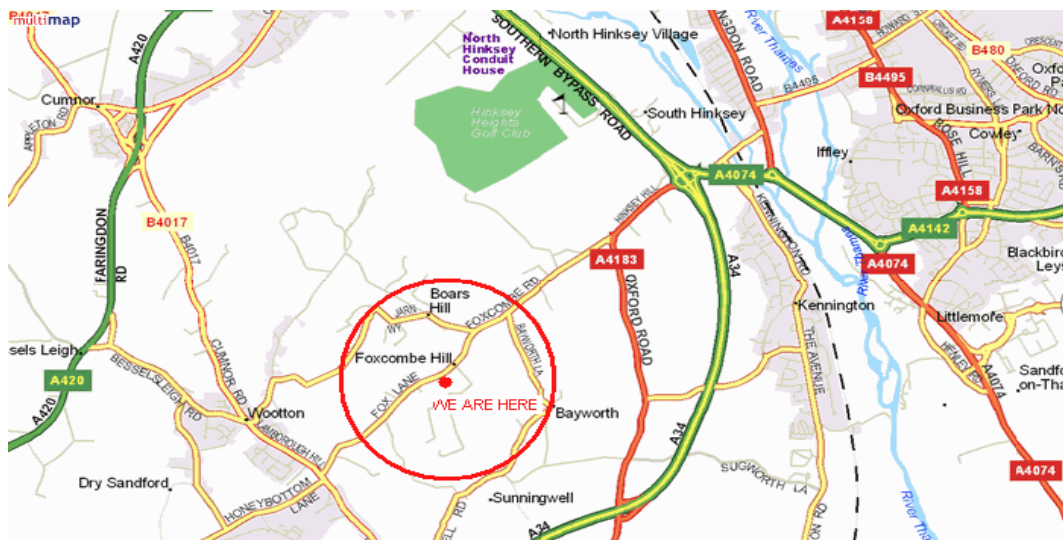
Leave M40 at junction 8 Signposted A40 OXFORD Keep on A40 until you reach the first Oxford ring road roundabout. Turn left. Go straight over three sets of lights, passing the BMW factory on your left. Next roundabout "Rose Hill" straight on; Next roundabout "Heyford Hill" bear to the right following ring road signs. Next roundabout "Kennington Interchange" stay on ring road, - first exit out. At the next roundabout go straight ahead signposted "Wootton" Do not turn onto A34. Now follow instructions as from *

DIRECTIONS FROM SOUTH A34 /M4

Leave A34 at the HINKSEY HILL Interchange Signposted Oxford London A40/M40 At the top of the slip road turn left for Wootton then follow instructions as above from *

DIRECTIONS FROM WEST A40 (CHELTENHAM).

On approaching Oxford ring road turn left at the "City Motors" roundabout. After a short stretch of dual carriageway turn left on A34 South at Peartree Interchange. You now go past "Botley" Interchange" and leave A34 at Hinksey Hill Interchange following above instructions*.



Terms and Conditions

Payment

Payment is required before or on the day of the event unless otherwise arranged with the hotel.

Accommodation

Special rate accommodation is offered to all of your colleagues and guests, subject to availability.

Cancellation Policy

Should you cancel your booking a charge will be made by the Hotel (please see below). Any third party costs incurred by the Hotel for the event that would not otherwise have been incurred will be charged in full. The amount of any cancellation fee will be calculated as a percentage of the total booking value according to the following period of notice given:

- No charge if cancelled more than 2 weeks in advance
- 25% charge if cancelled 2-1 weeks in advance
- 50% charge if cancelled less than 7-2 days in advance
- 75% charge if cancelled 48 hours or less in advance

No cancellation charge will be made if the Hotel is able to re-let the accommodation for the same date(s).

Should you be able to re-book a similar event of a similar value no less than 25% of the original total of the event in question, all of the cancellation charge will be credited to the re-booked event.

Please Complete and Return to the Hotel upon Booking

Event Date: ____/____/____ Estimated Total Cost of Event: £ _____

I have read and understood the terms and conditions to this booking in question.

Name: _____

Company: _____

Address: _____

Postcode: _____

Signed: _____

Date: _____

Reservations

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