



EDENMORE
COUNTRY CLUB

CONFERENCE & EVENTS
BRINGING PEOPLE TOGETHER IN 2022



T: 028 9261 9241 E: info@edenmore.com www.edenmore.com
Edenmore Golf & Country Club, 70 Drumnabreeze Rd, Magheralin, Craigavon, BT67 0RH



EVERYTHING COUNTS!

Edenmore Golf & Country Club offers a wide range of modern, purpose-built suites specifically designed for hosting conferences, exhibitions and functions. With no less than five recently refurbished conference rooms we can accommodate anywhere from eight to two hundred delegates depending on your requirements, with disabled access for every suite. We enjoy looking after everything from intimate meetings and seminars to staff away-days and corporate golf events. We pride ourselves on our customer service, with each package tailored to your specific needs.



Each suite is equipped with built in audio visual equipment and presentations can be delivered with minimum set up time. Complimentary Wi-Fi access is also available throughout all facilities.



NOT JUST A VENUE....

Edenmore's magnificent Country Club is a unique venue by virtue of its peaceful countryside setting, the stunning views and the ease of parking; just a few of the reasons why you should visit!

Our 18 hole golf course challenges avid golfers and is the ideal choice for entertaining clients or running a corporate golf event. Our state of the art golf studio utilises Trackman technology - ideal to improve your game and also offers some fun and healthy competition for client or staff groups!

Our Curious Fox Restaurant overlooks the stunning countryside offering the finest of local produce. An array of private event rooms offer the perfect setting for private gatherings and Weddings.

With luxurious boutique accommodation on site, we offer the perfect package to ensure the comfort of your guests is met, no matter what the event.





ARRIVAL, MORNING AND AFTERNOON BREAKS

Smoothie Selection	£3.00 per person
Tea/Coffee	£3.00 per person
Tea/Coffee & Biscuits	£4.00 per person
Tea/Coffee & Tray bakes	£4.50 per person
Tea/Coffee & Croissant	£5.00 per person
Tea/Coffee & Granola Cups	£5.00 per person
Tea/Coffee & Scones	£6.00 per person
Tea/Coffee & Bacon/Sausage Baps	£6.50 per person

LIGHT LUNCH

Served with Tea/Coffee

Sandwiches & Wraps	£7.50 per person
Soup, Sandwiches & Wraps	£10.00 per person
Soup, Sandwiches & Wraps & Traybakes	£12.00 per person
Healthy Buffet	£10.00 per person

HOT PLATED LUNCH

Served with Tea/Coffee

One Course	£14.00 per person
Two Course	£17.00 per person

FINGER BUFFET

Minimum 10 delegates, served with Tea/Coffee

4 items	£14.00 per person
6 items	£18.00 per person

FORK BUFFET

Minimum 15 delegates, served with Tea/Coffee

One Course	£18.00
Two Course	£22.00

All prices are per delegate

Menus provided on request

Please note we are more than happy to discuss refreshment option not listed above and can cater for all dietary requirements



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CONFERENCE ROOM CAPACITIES	Kircassock	Kilfullert	Bellevue	Waringfield	Hollymount
Floor	First	First	Ground	Ground	First
Type of Room	Conference Banquet Exhibition	Conference Banquet Exhibition	Conference Exhibition	Conference Exhibition	Executive Boardroom Banquet
Dimensions (metres)	10.0 x 16.0	10.0 x 7.0	10.0 x 10.0	7.5 x 5.9	5.0 x 3.8
Area m sq	160	70	100	44.25	19
Theatre	202	67	114	40	n/a
Boardroom	44	28	28	14	8
Classroom	72	34	42	17	n/a
Formal Dinner	140	60	60	20	8
U Shape	42	21	26	14	n/a
Closed Square	52	26	36	18	n/a
Cabaret	104(8) 76(6)	48(8) 30(6)	48(8) 30(6)	18(8) 18(6)	n/a
Wheelchair Access	Yes	Yes	Yes	Yes	Yes
Natural Day Light	Yes	Yes	Yes	Yes	Yes
Air Conditioning/Ventilation	A/C	A/C	A/C	A/C	V
Internet Access/Telephone	Yes	Yes	Wireless Only	Yes	Yes
Dance Floor	Yes	Yes	Yes	No	No
Blackout Possible	Yes	Yes	Yes	Yes	Yes
Direct External Access	Yes	No	Yes	No	No

ROOM TARIFFS

	Kircassock	Kilfullert	Bellevue	Waringfield	Hollymount
Half day	£200	£120	£100	£90	£80
Full day	£350	£200	£180	£160	£120

EQUIPMENT HIRE RATES

Flip Chart, Paper & Pens	£12.00
Portable Speaker	£30.00
TV	£35.00
Data Projector	£100.00
Laptop Computer	£100.00
Data Projector & Laptop combined	£175.00

WATER

Water cooler	£1.00/20+ £0.50 <i>per delegate</i>
Bottled mineral water	£3.00 <i>per bottle</i>

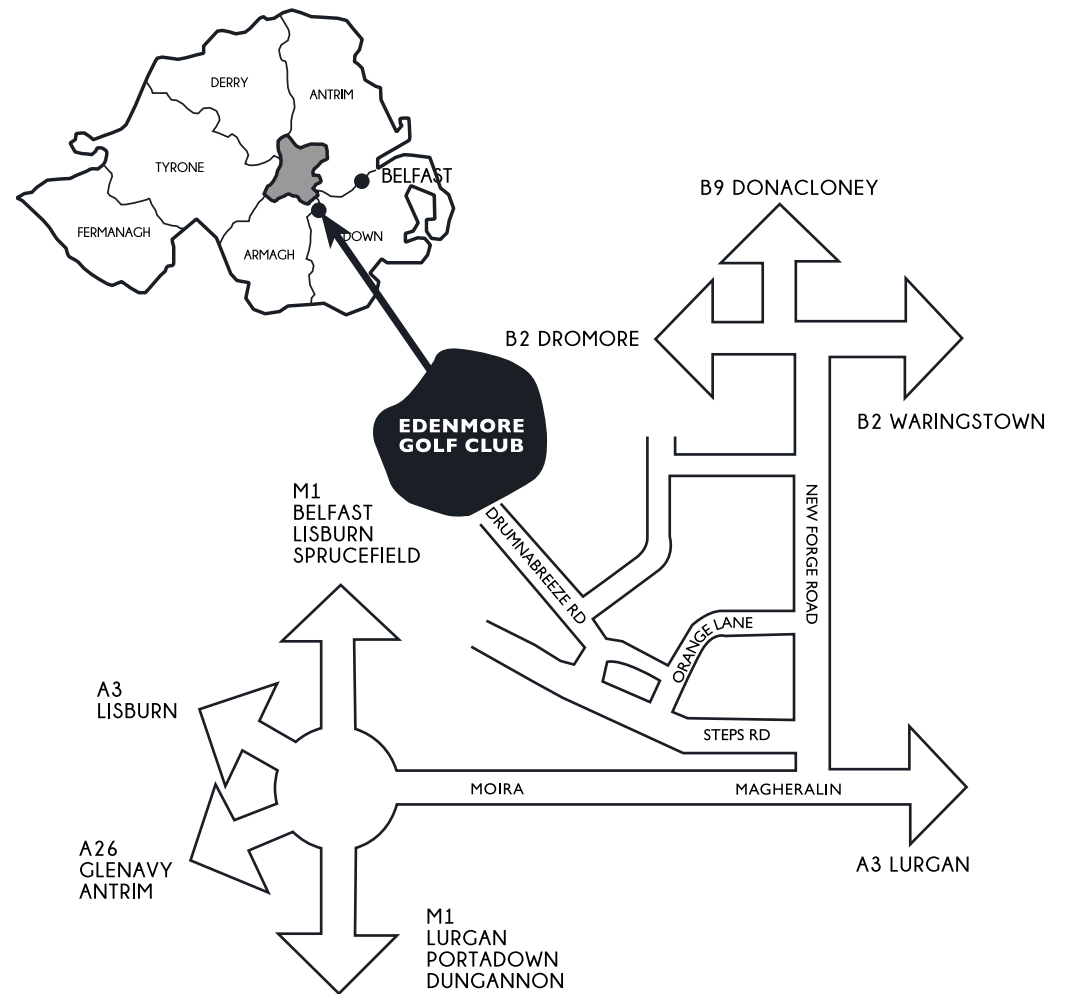




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TERMS & CONDITIONS FOR CONFERENCES, MEETINGS AND ASSOCIATED EVENTS

Confirmation

1. Provisional bookings will be held for two weeks from the date of booking.
2. All bookings are considered as provisional until the Client has signed the contract.
3. Once the contract is signed, all terms and conditions reserved on your behalf will be subject to the terms and conditions of the contract.
4. The contract must be returned by the client within five working days of the date of issue, or, if such time is not available prior to the date of arrival, within a maximum of 48 hours. If the contract is not reserved within this period, Edenmore Golf and Country Club reserve the right to release the provisional booking and re-let the facilities.
5. Numbers must be advised at the time of verbal confirmation and will be identified on the contract.
6. Final times, menus and any special requirements must be confirmed at least seven days prior to arrival. A fee will be added if this is not received
7. Final numbers must be confirmed at least 48 hours prior to arrival. These will be the minimum number for which the client is charged.

Amendments By The Client

8. Amendments to guest numbers and/or arrangements must be confirmed in writing
9. Reduction in the duration or contracted value of the booking will be subject to the Cancellation Policy.
10. No charges will be made for any reductions in numbers of less than 10% from those stated on the contract, provided they are received in writing at least 7 days prior to arrival.
11. Should a reduction in numbers of 10% or more be made at any time prior to the event, Edenmore Golf and Country Club will first endeavour to resell any facilities and services released to a similar value. In the event the release facilities and services cannot be resold, then any reduction of 10% or more shall be subject to the Cancellation Policy.

Cancellations By The Client

12. In the unfortunate circumstances that you have to cancel or postpone your confirmed booking at any time prior to the event, Edenmore Golf and Country Club will make every effort to re-sell the facilities on your behalf.
13. The Cancellation Policy for Edenmore Golf and Country Club is 90% on contracted Room Hire Revenue, and 65% of on contracted Food and Beverage Revenue, being our loss of profit.
14. Any cancellation, postponement or partial cancellation, should be advised to the management in the first instance verbally. You will be advised at that stage of a cancellation reference number. We also request that the Client notifies the management in writing. Cancellation must be made no later than one full working day prior to your event.
15. Definite cancellation charges due can only be confirmed to you after the intended date of your event, when we shall reduce the charges by the profit on any alternative business we have been able to secure on your behalf.

Amendments or Cancellation by Edenmore Golf and Country Club

16. Should Edenmore Golf and Country Club, for reasons beyond its control, need to make any amendments to your booking, we reserve the right to offer an alternative choice of facilities.
17. Should the Client make significant changes to the programme or the expected number of guests, this may result in amendments in the applicable rates and/or facilities offered.
18. Prices quoted in Edenmore's official Conference & Banqueting brochure are correct at the time of going to print and are subject to change at any time. The prices agreed and contracted with the Events Co Ordinator, will be prices charged.
19. Edenmore Golf and Country Club May Cancel The Booking:
 - (a) If the booking might, in our opinion, prejudice the reputation of Edenmore Golf and Country Club.
 - (b) If the Client is more than 30 days in arrears of previous payments to Edenmore Golf and Country Club.
 - (c) If Edenmore Golf and Country Club becomes aware of any alteration in the Client's financial situation.

General

20. The meeting rooms are available for the time shown on your contract. Any extension may incur additional charges.
21. You are required to obtain prior written approval if you wish to affix items to the walls, floors or ceilings.
22. Edenmore Golf and Country Club reserve the right to approve any external entertainment services which you have arranged.
23. The costs of repairing any damage caused to the property, contents or grounds by any of your guests must be reimbursed by the client.
24. No beverages or foods will be permitted to be brought into the premises.
25. Edenmore Golf and Country Club will not be liable for any failure to provide or delay in providing facilities, service, food and beverages as a result of events or matters outside its control.
26. Edenmore Golf and Country Club must comply with certain licensing and statutory regulation and requires the Client to fulfil their obligations in this respect.
27. Edenmore Golf and Country Club operates a non smoking policy throughout.

Client Signature: _____

Date: _____

Signed on behalf of Edenmore Golf and Country Club: _____

E D E N M O R E
C O U N T R Y C L U B