

CONFERENCES, MEETINGS & EVENTS



MILLBROOK LODGE

est.1978

of BALLYNAHINCH

INFORMATION

Thank you for choosing to have your meeting/ conference at Millbrook Lodge Hotel.

A provisional booking will be made and held for 5 days after such time we request a confirmation email, purchase order – if you hold an active account with us - or credit card number to confirm your booking.

Cancellations and confirmation will only be accepted via email to us from the organising company. Your function room/ suites should be available 1-hour pre your guest's arrival for your set up.

We encourage you to pre-book any additional equipment you may require and provide us with your room lay-up requirements no later than 7 days before your event.

Final numbers and all hospitality should be booked along with service times that you require no later than 7 days pre your event.

There is no WiFi Password – please sign in under Millbrook Guest.

If any change of timing is required for food service on the day we will of course try and accommodate your request, but this cannot always be possible.

Please ensure that you check with your party for any dietary requirements that your group may have so that we can ensure they are taken care of.

PAYMENT

Cheques are not accepted any later than 14 days prior to your event. Bank drafts, cash or credit card payments are accepted before or on the day unless you have an active charge account with us.

Thank you and we look forward to taking care of your event. Events and Banqueting Team
events@millbrooklodge.co.uk

CONFERENCE ROOMS & SPACES



Spa Room



Stag Room



Orangerie



Garden Suite



Courtyard Suite



Combined Garden & Courtyard Suite

ROOM RATES & CAPACITIES

ROOM HIRE RATES

	½ Day	Full Day
Spa Room	£85	£145
Stag Room	£85	£145
Orangerie	£150	£190
Garden Suite	£200	£350
Courtyard Suite	£200	£350
Combined Use of Garden & Courtyard Suite	£350	£500

EQUIPMENT HIRE

Projector	£30
Screen	£30
Additional Microphones	£40 Each
Flip Charts & Pens	£15
Note pads & Pens	£4

CAPACITIES

Meeting Room	Theatre Style	Boardroom	U-Shape (Tables)	Cabaret	Banqueting (Round Tables)	Dimensions
Spa Room	20	20	15	6	12	5mx5m = 25m ²
Stag Room	40	25	20	20	30	9mx4m = 35m ²
Orangerie	80	40	30	40	80	10mx11m = 110m ²
Garden Suite	150	40	30	75	120	16mx12m = 192m ²
Courtyard Suite	150	40	30	75	120	16mx12m = 192m ²
Garden & Courtyard Combined	300	80	60	150	240	16mx24m = 384m ²

REFRESHMENTS

Price Per Person

Freshly Brewed Tea/Coffee	£3.00
Selection Of Herbal Tea	£3.50
Tea & Freshly Brewed Coffee, Scone, Butter & Fresh Cream	£6.50
Tea & Freshly Brewed Coffee & Bacon Baps	£8.50
Tea & Freshly Brewed Coffee, Homemade Shortbread	£4.50
Tea & Freshly Brewed Coffee, Traybakes	£6.50
Danish Pastry Selection	£4.50
Shortbread	£2.00
Selection Of Biscuits	£4.00
Traybakes	£4.50
Fruit Platter	£6.50
Continental Breakfast Fruit Juice, Croissant, Yoghurt, Fruit Bowl, Tea/Coffee/Assorted Herbal Teas	£11.50
Millbrook Fry With Toast & Preserves, Tea/Coffee/Assorted Herbal Teas	£15.00
Still Or Sparkling Water 750ml	£4.50
Jugs Of Diluted Juice	£4.00

HOT FORK BUFFET MENU

MAINS - Choice Of 2 Per Person

Chilli Con Carne 9, 13, 14

Sweet & Sour Chicken 9, 13, 14

Beef Lasagne 2, 4, 6, 7, 13, 14

Smoked Seafood Chowder 3, 5, 7, 9, 13, 14

Chicken Curry 1, 6, 7, 9, 13, 14

Smoked Three Bean Ragu 13, 14

(£5.50 Pp For Each Additional Choice)

SIDES - Choice Of 2 Per Person

Chips

Garlic Potatoes 7

Mash Potatoes 7

Seasonal Vegetables

Rice

Seasonal Mixed Salad

Stir Fry Vegetables 13, 14

Coleslaw 4, 7, 9, 14

Pasta Salad 4, 7, 9, 14

Garlic Bread 2, 6, 7, 14

Selection Of Bread 2, 6, 7, 14

(£4.50 Pp For Each Additional Choice)

DESSERTS

Apple & Cinnamon Crumble With Custard 2, 4, 6, 7, 14

Warm Chocolate Brownie With Ice Cream 2, 4, 6, 7, 14

Honeycomb Cheesecake Raspberry & White Chocolate Cream 2, 7, 14

1 Course £19.50 pp

2 Courses £23.50 pp

20 People Minimum

Full 2/3 Course Menu Available on Request

Pricing From

2 Courses £29pp

3 Courses £33pp

2024 Pricing – Subject To Change

FINGER FOOD MENU

PACKAGE A - £12.75 per person

Soup of the Day *1, 2, 7, 12*

Assortment of Homemade Sandwiches *2, 4, 6, 7, 8, 14*

Tea or Coffee

PACKAGE C - £14.25 per person

Assortment of Homemade Sandwiches & Wraps *2, 4, 6, 7, 8, 14*

Honey Chilli Cocktail Sausages *2, 4*

Breaded Chicken Goujons *2, 14*

Tea or Coffee

PACKAGE D - £16.00 per person

Breaded Chicken Goujons *2, 14*

Honey Chilli Cocktail Sausages *2, 4*

Freshly Baked Sausage Rolls *2, 13, 14*

Vegetable Spring Rolls *1, 2, 13, 14*

Tea or Coffee

PACKAGE B - £13.95 per person

Soup of the Day *1, 2, 7, 12*

Assortment of Homemade Sandwiches *2, 4, 6, 7, 8, 14*

Traybakes *2, 4, 7, 13, 14*

Tea or Coffee

Vegetarian/Vegan Substitutes Options (Choice of 1)

Vegetarian Spring Rolls *1, 2, 13, 14*

Crispy Onion Bhajis with Curry Mayo *2, 13, 14*

Vegetarian Pizza Slices *2, 4, 6, 7, 13, 14*

PACKAGE E - £16.50 per person

Sticky BBQ Korean Skewers, Spicy Mayo *4, 7, 9, 13, 14*

Mini Beef Burgers, Ballymaloe Relish,

Brioche Bun *2, 4, 7, 9, 13, 14*

The Cuban, Roast Ham, Cheddar, Mustard, Pickle *2, 4, 7, 9, 13, 14*

Assortment of Homemade Pizza's *2, 4, 6, 7, 13, 14*

Tea or Coffee

ADDITIONAL SIDES *(20 Servings)*

Fries	£32
Sweet Potato Fries <i>1, 4</i>	£32
Selection of Dips, Sweet Chilli, BBQ, & Garlic Mayo	£20
Garlic Bread <i>2, 6, 14</i>	£35
Selection of Breads <i>2, 6, 7, 14</i>	£35

For more information call **02897 562828**
or email: **events@millbrooklodge.co.uk**

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www.millbrooklodge.co.uk



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