

Holiday Inn Norwich-North...

...large enough to cater, small enough to care

Just the place for you

Here at the Holiday Inn Norwich-North, our close proximity to Norwich Airport and our accessibility to the whole of the North East Anglia region of England, together with the huge range of facilities for corporate hospitality and entertainment, really brings us into our own. For many years we have played host to banquets and celebrations and we provide a splendid setting for conferences, corporate dinners, product launches and champagne receptions.



Key features

- 121 bedrooms
- 26 executive bedrooms, and 3 accessible bedrooms
- Full wireless internet access throughout the hotel
- Bar and lounge
- Concorde Restaurant
- 7 meeting rooms that can accommodate from 6 to 600 people
- Triangle Health Club with swimming pool, sauna, steam room and fully equipped gym

Accessible features

- 3 accessible bedrooms
- Fully DDA compliant
- Induction loop at reception and in selected conference rooms
- Lift access to all floors

Meetings essential information



Theatre

Classroom

Cabaret

Boardroom

U-Shaped

Dinner Dance

	Theatre	Classroom	Cabaret	Boardroom	U-Shaped	Banquet (No Dancefloor)	Banquet (With Dancefloor)	Floor	Dimensions (Ceiling Height min-max)	Access Size	Air-Conditioning	3 Phaze	Sound System	Blackout	Natural Daylight	Dimmer	Chandelier
Meeting rooms																	
Boardroom	40	20	16	12	16	30	-	Second	7.5 x 7 (2.3)	1.95 x 0.78	•		•		•		
Wallbro Suite:																	
Hurricane	25	16	12	10	10	10	-	Ground	5 x 7.5 (2.5)	0.9 x 2	•		•		•		
Liberator	40	20	18	16	18	30	-	Ground	5.5 x 9 (2.5)	1.5 x 2	•		•	•	•		
Wellington	25	12	12	10	10	10	-	Ground	4 x 7.5 (2.5)	0.9 x 2	•		•	•	•		
Halifax:																	
Dakota	60	20	18	16	16	30	-	Ground	4.8 x 8 (2.9)	1 x 2	•		•		•		
Spitfire	80	40	30	24	24	60	50	Ground	9.5 x 8 (2.9)	1.7 x 2	•		•		•		
Large conference & banqueting rooms																	
Halifax	160	60	64	50	60	120	110	Ground	14.3 x 8 (2.9)	1.7 x 2	•		•	•	•		
Lancaster	600	160	250	70	100	440	400	Ground	22 x 22 (3-10)	2.1 x 1.87	•	•	•	•	•	•	
Wallbro	130	50	56	48	52	110	90	Ground	9 x 13.5 (2.5)	1.5 x 2	•		•	•	•		

Holiday Inn Meeting Rooms are ideal for meetings and training courses for up to 600 delegates. All are purpose built to create the perfect working environment. Fresh, contemporary and air-conditioned, they are tailored to the specific needs of the meetings market and will have the same style and feel whichever Holiday Inn you may be visiting. Most Holiday Inn Meetings rooms offer accessible facilities, unless otherwise marked with an *.

All dimensions are in metres.

For larger conference and banqueting needs or further information on Holiday Inn Meetings, please contact the hotel direct on 01603 410 544.

Induction Loop available in this room

Meetings and conferences

We offer a choice of meetings packages, although we can tailor packages to suit your business requirements, just contact us and we'll have rates and availability details for you within 2 hours and a proposal ready within 24 hours.

Day delegate packages include:

- Tea and coffees on arrival to make sure that you have the best start to the day
- Main meeting room hire
- Morning and afternoon breaks with tea, coffee, fresh fruit, biscuits and/or pastries.
- Lunch – either to be taken in the restaurant as a 2-course lunch or a working buffet
- Mineral water
- Our meetings survival stationery kit
- Flip charts and screen
- Confectionery
- Additional equipment available on request

Residential packages include:

This includes all the above, plus dinner in the restaurant, accommodation, the great Holiday Inn breakfast and optional breakfast check out.

Accompanying partners stay free.

And always remember, we'll be happy to tailor the above packages to suit your own individual needs, upgrade packages for breaks and lunch available.

To upgrade your meetings packages see our suggestions below:

- Themed coffee breaks – enjoy our chocolate lovers break to include hot chocolate and chocolate muffins, or for that afternoon lull why not upgrade to our power break to include energy drinks and energy bars!
- Arrive a little earlier and enjoy breakfast in our Concorde restaurant
- After the meeting all delegates can meet in our Concorde bar or pre order drinks and a selection of snacks
- A day pass for your delegates for our Triangle Health Club

Exhibitions

We have 2 main exhibition areas, the Lancaster Suite* and also our Halifax Suite, which can be partitioned down to 2 smaller areas. Both have large open space, high ceilings and are fully accessible. Both exhibition areas are equipped with wireless internet access access, numerous power points and are fully air-conditioned.

We can provide free flowing refreshments for all attendees and also offer special lunch rates to all stand holders.

Please see page 4 for our dimensions and layouts.

*which can hold up to 600 people.

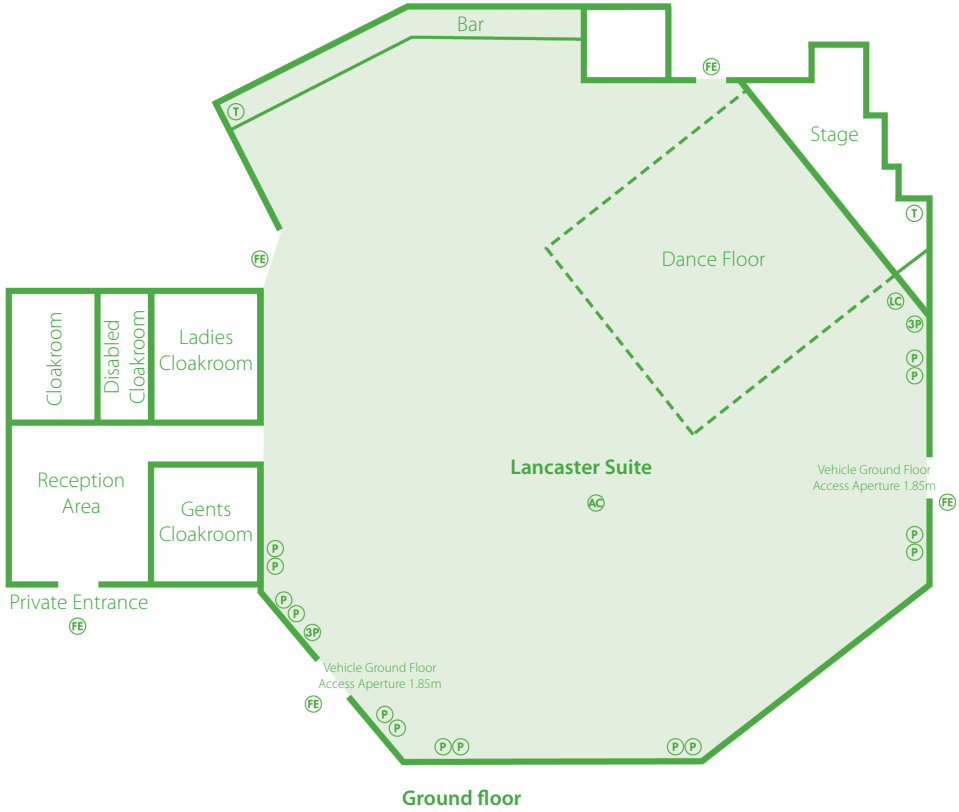
Corporate hospitality

Our experienced team will ensure your event is a complete success. With expert knowledge of managing events, they'll work with the area's finest suppliers to organise everything you need, ensuring an unforgettable experience from beginning to end.

We recognise that corporate hospitality is expensive and valuable. This could be your only chance to get in front of a potential key client and we want you to be successful. So we are here for the easy bits: organising and managing the accommodation, facilities and service precisely to your requirements, making sure that you have the appropriate menu and wines for dinner or even buying flowers for a hostess.



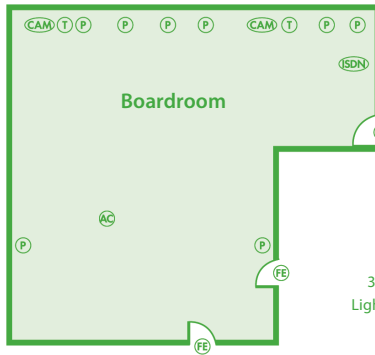
Meetings floor plans



- Power point (P) TV Aerial point
- Fire exit (FE) T Telephone
- 3 phase power (3P) EE Emergency exit
- Lighting controls (LC) AC Air-conditioning
- ISDN line (ISDN) (CAM) Camera point

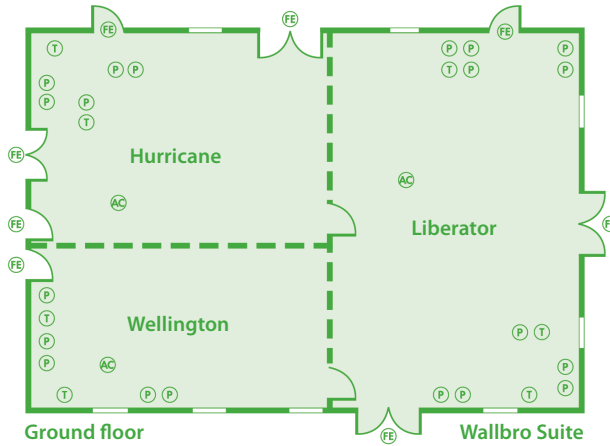
Floor plans are approximations and not shown to scale

Meetings floor plans



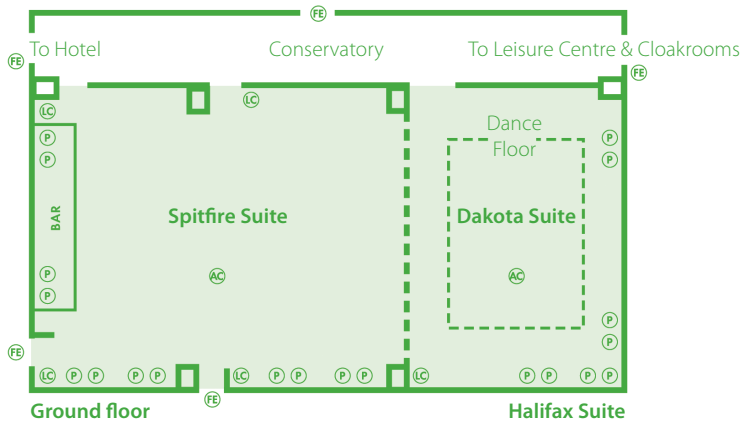
Second floor

- Power point (P)
- Fire exit (FE)
- 3 phase power (3P)
- Lighting controls (LC)
- ISDN line (ISDN)
- Aerial point (TV)
- Telephone (T)
- Emergency exit (EE)
- Air-conditioning (AC)
- Camera point (CAM)



Ground floor

Wallbro Suite



Ground floor

Halifax Suite

Floor plans are approximations and not shown to scale

Holiday Inn “can do” – the personalised approach to meetings

Whatever your meeting or conference requirements, our Meetings Network team will ensure that you receive the most flexible, personalised solutions available. This personalised service encompasses the following five important areas.

Personalise your booking

The moment you make contact with our Meetings network team, you'll be assigned a member of staff whose job it is to take care of all aspects of your booking, arrange the meeting space you require – everything in fact, right down to your individual IT requirements and refreshment preferences.

Personalise your space

Holiday Inn Norwich-North has a range of meeting facilities to suit every need, no matter how individual. From boardrooms and large conference suites to our exclusive range of specially designed meeting rooms and training suites, whatever space you require, every one is



ergonomically designed for maximum comfort and efficiency. We can provide support with your audio-visual, IT and telecommunication requirements. Add that to our network of qualified support staff and you'll rest easy knowing you've got a service you can rely on.

Personalise the way you are treated

First impressions count. So when your company delegates arrive, we'll make sure there are members of the Meetings Network team on hand to greet them. Your dedicated Meetings Host will then be your delegates' one point of contact during and after the meeting. Their job will be to ensure everything runs smoothly, promptly respond to any requests and anticipate any problems that may occur.

Holiday Inn staff have been trained to embrace a 'Can-do' attitude to our customers needs, where they will always go that extra mile to bring you the service you expect.

Personalise your menu

Just as Holiday Inn Norwich-North enables you to personalise your meeting space and facilities, the same flexible, personalised service applies to the food and refreshments your delegates will enjoy throughout the day. Whether you'll require lunch in the meeting room, a series of themed refreshment breaks, or a choice of internationally themed lunches in the restaurant, our personalised food and drink service will ensure that your delegates get exactly what they want.

Personalise your departure

The Meetings Network team would like your delegates' stay to be just like your meeting – efficient, enjoyable and hassle-free. But the service doesn't end when your meeting does. Once it's over, we'll review your meeting with you and then ensure that your departure is as effortless as your arrival. We will arrange taxis, supply local travel information, and by using our fast-track check out and flexible billing procedures, will help you depart with the same ease with which you arrived.



*“Sometimes you just got to give yourself what you wish someone else would give you”
- Dr Phil*



Conference rates

The Holiday Inn Norwich North offers the ideal setting for a relaxed and professional conference.

Daily delegate rates

Tea & Coffee on arrival
Meeting Room Hire

Morning break with Tea, Coffee,
Biscuits/Pastries

Choice of Lunch:

2 course finger buffet, or 2 course hot lunch

Afternoon break with Tea, Coffee,
Biscuits/Pastries

Mineral water or canned soft drinks

Confectionary

Complimentary equipment on request:

2 x flipcharts

Screen

Lecturn/Podium

Week Day Rates £50.00 per delegate

Weekend Rates £37.00 per delegate

Residential 24 Hour Delegate Rates

Guest room

Full buffet breakfast

Tea & Coffee on arrival

Meeting Room Hire

Morning break with Tea, Coffee,
Biscuits/Pastries

Choice of Lunch:

2 course finger buffet, or 2 course hot lunch

Afternoon break with Tea, Coffee,
Biscuits/Pastries

Mineral water or canned soft drinks

Confectionary

Complimentary equipment on request:

2 x flipcharts

Screen

Lecturn/Podium

Dinner

Week Day Rates £170.00 Single/£130.00 Twin

Weekend Rates £127.00 Single/£107.00 Twin

Delegate rates are applicable for minimum of 10 delegates. Spouse/partner can stay for Free in same room, excluding breakfast.

Exhibitions & trade shows

The Holiday Inn Norwich North also caters for companies wishing to hire the suites for display purposes and the following charges apply:

Room	Day	Evening (from 7pm)
Lancaster Suite	£2,100.00	£650.00
Set Up day – Lancaster Suite	£900.00	
Halifax Suite	£1,000.00	£465.00
Spitfire Suite	£550.00	£300.00
Dakota Suite	£400.00	£200.00
Boardroom	£300.00	£200.00
Syndicate Bedroom (9:00am – 5:00pm)	£125.00	
Wallbro Suite	£850.00	£375.00
Liberator Suite	£425.00	£200.00
Hurricane Suite	£300.00	£175.00
Wellington Suite	£300.00	£175.00

Tea/Coffee with Biscuits £2.40 per person per serving. Equipment Hire prices on request. All rates include VAT at the current rate.