



Meetings 2024

We are delighted that you are considering using the Langham Hotel to host your meeting.

Our Meeting facilities are as follows:

The West Dean Suite with over 1200 feet of meeting space accommodating 60 delegate's theatre style or up to 20 delegates Boardroom style or U Shape. This room also hosts a private lounge facility.

The Sovereign Suite seats up to 12 delegates boardroom style and up to 30 people theatre style. (U shape is not available) This suite also hosts a 42 inch HD TV.

Meeting Rooms & Equipment Price (Ex VAT)

• West Dean Suite (9am to 530pm or ½ day)	250.00 (125.00)
• Sovereign suite (9am to 530pm or ½ day)	150.00 (95.00)
• Flipchart, Screen, Pads & Pencils	0.00
• Projector	0.00

Refreshments

• Tea & coffee and biscuits/flapjack	4.25 per person
• Bacon or Sausage Sandwich	7.00 per person
• Croissants & Danish Pastry	6.00 per person
• 2 course Restaurant lunch	25.00 per person
• 3 course Restaurant lunch	35.00 per person
• Traditional Working buffet lunch	27.00 per person
• Bottled Mineral Water (750ml)	5.00 per bottle

Office Services

• WIFI access	0.00
• Black & White Photocopying/printing	0.15 per page
• Colour Photocopying/printing	0.25 per page
• Word Processing	3.50 per page

Day Delegate Rate £70 per person (minimum 15 people)

- Room Hire & Equipment for 1 day
- Bottled Mineral Water
- Tea, Coffee, Orange juice and Danish pastries and Croissants on arrival
- Tea, Coffee and Flapjack mid-morning
- Two course Lunch or Working buffet
- Tea, Coffee and Cake in the Afternoon

A 24hr delegate package is also available upon request, subject to bedroom availability.