



THE BELL HOTEL

SANDWICH

CONFERENCE AND BANQUETING

*The Quay, Sandwich, Kent, CT13 9EF - T: 01304 613388
E: bellhotel@shepherd-neame.co.uk
www.bellhotelsandwich.co.uk*



THE BELL HOTEL

SANDWICH

THE VENUE

Dear.....

Thank you for considering the Bell Hotel as a venue for your business event.

Here at the Bell Hotel we've made your business our business. We know that planning conferences and meetings can be a difficult task. With that in mind our dedicated Conference and Banqueting Managers together with their experienced Team, will guide you through all of the necessary arrangements to ensure that your event is an absolute success.

Our versatile Hotel, located right on the river Stour in the heart of Sandwich offers you a host of services and facilities to suit your every need. You have the opportunity to choose from our three function areas, which are fully equipped for any kind of business meeting.

The Hotel is easily accessed by both road and rail, has local links to Europe by Cross Channel Ferry and Euro Tunnel. The nearest train station is approximately 1/3 of a mile away.

Should you have any questions or if you wish to view our venue, please do not hesitate to contact us. We would be delighted to hear from you.

Best wishes

Natasha Franz

General Manager



THE BELL HOTEL

SANDWICH

BREAKFAST MEETING RATE

£14.50 PER HEAD

Designated Event Co-ordinator
Exclusive use of conference room 7am - 11am
Tea and coffee with biscuits on arrival
Full English or Continental breakfast
Bottled sparkling and still mineral water
Mid morning tea and coffee
Use of projector, stand and screen
Pencils, paper and name cards
Sweets
Free WI-FI throughout

PACKAGE UPGRADES

Lunch
Fresh fruit basket
Cheese and biscuits
Cream tea and cakes/pastries
Wine and Champagne
Printing, photocopying and fax



THE BELL HOTEL

SANDWICH

DAY DELEGATE RATE

£35.00 PER HEAD

Designated Event Co-ordinator
Exclusive use of conference room 9am - 5pm
Tea and coffee with biscuits on arrival
Bottled sparkling and still mineral water
Mid morning tea and coffee
1 course meal from our main menu
Afternoon tea and coffee
Use of projector, stand and screen
Pencils, paper and name cards
Sweets
Free WI-FI throughout

PACKAGE UPGRADES

Bacon sandwiches on arrival
Continental or Full English breakfast
Enhanced buffet options
Fresh fruit basket
Cheese and biscuits
Cream tea and cakes/pastries
Wine and Champagne
Printing, photocopying and fax
Evening meal



THE BELL HOTEL

SANDWICH

24HR DELEGATE RATE

£150.00 PER HEAD

Standard room accommodation
with Full English breakfast and 3-course evening meal

Designated Event Co-ordinator
Exclusive use of conference room 9am - 5pm
Tea and coffee with biscuits on arrival
Bottled sparkling and still mineral water
Mid morning tea and coffee
3 course meal from our Bishops Menu
Afternoon tea and coffee
Use of projector, stand and screen
Pencils, paper and name cards
Sweets
Free WI-FI throughout

PACKAGE UPGRADES

Guest room upgrade
Fresh fruit basket
Enhanced buffet options
Cheese and biscuits
Cream tea and cakes/pastries
Wine and Champagne
Private bar
Printing, photocopying and fax



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OUR CONFERENCE ROOMS

Our conference rooms can be set up in a multitude of styles, however the below numbers are examples of some of the layouts we can accommodate.

Room	Theatre	Boardroom	Cabaret	Air Con
Regency Room	130	40	60	Y
Old Dining Room	60	25	30	N
Taittinger Club Room	20	10	NA	N



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OUR MENUS

We also have 3 inclusive menus for you to choose from, as well as finger buffets, each offering something slightly different to help you cater for differing tastes and fit varying budgets. Please speak to your Event Co-ordinator should you wish to upgrade your lunch or extend the day with an evening meal.

Once you have chosen your preferred menu, why not personalise it by adding canapés, intermediate courses or a buffet upgrade, creating a banquet uniquely tailored for you?

Our dedicated Team are ready to work with you to help you make your event a success. Our menus have been designed to help simplify your planning; however, should you have any special dietary requirements please discuss this with your Event Co-ordinator and we will endeavour to cater for your every need.



THE BELL HOTEL

SANDWICH

BISHOPS

Please choose 1 dish from each of the following courses to create a set meal for your entire party

STARTERS

Seasonal soup
With crusty bread

Chicken liver & Brandy parfait ⁽⁶⁰⁰⁾
*With toasted sourdough, onion chutney, sliced radish,
gherkin and dressed watercress leaves*

Prawn, mango, chilli and coriander salad ⁽⁶⁰⁰⁾
With balsamic dressing

Sweet potato falafel bites ^{(v/vg) (600)}
*On mango chutney with pomegranate, mint
& red onion salsa, pea shoots and lemon oil*

MAINS

Roast topside of beef
Served with Yorkshire pudding and red wine gravy

12 Hour pressed pork belly
*Creamy celeriac purée, crackling shard, watercress
with maple & apple sauce*

Chicken supreme
*Served with a creamy sundried tomato, parmesan,
mustard & garlic butter sauce*

Baked cod loin
With chorizo cream sauce

All served with a selection of seasonal vegetables and potatoes

DESSERTS

Warm triple chocolate brownie ^(v)
With sweet black cherry compote, clotted cream and a chocolate flake

Coconut and citrus posset ^(v)
With mango and passion fruit compote & shortbread biscuits

Blackcurrant delice ^{(v/vg) (600)}
With raspberry coulis, lemon sorbet and candied walnuts

Coffee & mints ^(v)

£26.95

PER HEAD

Vegetarian and vegan alternatives are available



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SANDWICH

SPITFIRE

Please choose 1 dish from each of the following courses to create a set meal for your entire party

STARTERS

Seasonal soup
With crusty bread

Pressed ham hock terrine ⁽⁶⁰⁰⁾
Spring onion & leek purée with toasted sourdough shards

Porcini mushroom arancini ^{(v) (600)}
With a gorgonzola hollandaise, pepper poppers, dressed watercress and toasted sunflower seeds

Beetroot cured smoked salmon ⁽⁶⁰⁰⁾
Topped with a lemon, horseradish & chive crème fraîche, lemon oil dressed watercress and a side of charcoal bread

MAINS

Roast leg of lamb
With lemon stuffing, red wine & mint jus

Striploin of beef
With Yorkshire pudding, horseradish & mustard jus

Corn fed chicken supreme
Served with caramelised shallot & fennel purée and tomato concasse

Chalk steam trout ⁽⁶⁰⁰⁾
On a bed of watercress, leek & mascarpone sauce, topped with lemon & crab mousse

All served with a selection of seasonal vegetables and potato

DESSERTS

Indulgent Lotus biscoff slice ^(v/vg)
A crunchy biscuit base topped with baked mousse & biscoff crumbs and served with fresh strawberries & strawberry compote

Lemon posset ^{(v) (600)}
With berry compote and shortbread fingers

Chocolate & pecan torte
With mascarpone, crystallised orange cream and candied pecans

Coffee & mints ^(v)

£29.95

PER HEAD

Vegetarian and vegan alternatives are available



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WHITSTABLE BAY

Please choose 1 dish from each of the following courses to create a set meal for your entire party

STARTERS

Seasonal soup
With crusty bread

Burrata mozzarella ⁽⁶⁰⁰⁾
With tomato, basil pesto, toasted pine nuts and drizzled with balsamic glaze

Smoked salmon and prawn cocktail ⁽⁶⁰⁰⁾
With avocado, cherry tomatoes, Marie Rose sauce & artisan sourdough

Pressed duck & chicken terrine ⁽⁶⁰⁰⁾
Butternut squash purée, toasted sourdough and dressed leaves

MAINS

Striploin of beef
With Yorkshire pudding & pancetta bourguignon jus

Guinea fowl supreme
With Orchard view cider, mushroom, wholegrain mustard & tarragon cream

Stone bass fillet
With roasted celeriac, marjoram and pepper sauce & caramelised onions

Roasted lamb loin chops
With salsa verde & pistachio dust

All served with a selection of seasonal vegetables and potato

DESSERTS

Chocolate & hazelnut croquant
Black cherry compote & clotted cream

Prosecco & elderflower jelly ⁽⁶⁰⁰⁾
With blueberries, raspberries and Chantilly cream

Warm apple & sultana frangipane tart ^(v)
With vanilla cream

Coffee & mints ^(v)

£35.95

PER HEAD

Vegetarian and vegan alternatives are available



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FINGER BUFFETS

MASTER BREW

Selection of sandwiches

*Pulled salt beef & BBQ mustard | Maple roasted ham & tomato
Prawn Marie Rose | Cheddar cheese & balsamic onion marmalade ^(v)*

Mini Yorkshire puddings with roasted chicken, lemon stuffing & cranberry mayonnaise

Braised leek Welsh rarebit toasts ^(v) | Cocktail sausages with Bombay curry glaze

Plaice goujons with tartare sauce | Seasoned skin on wedges with Kentish tomato chutney ^(v)

£14.95 PER HEAD

NEW DAWN

Selection of open sandwiches

*Crayfish in Szechuan pepper & sriracha sauce | Pulled salt beef & BBQ mustard
Whipped brie, tomato & smashed avocado ^(v)*

Mini cheese burger sliders with smoky tomato & onion chutney

Crispy coated chicken fillets with Indian sweet chilli sauce

Pea & mint arancini with lemon mayonnaise ^(v)

Seasoned skin on wedges with Kentish tomato chutney ^(v)

£16.95 PER HEAD

BUFFET ADD ONS

In addition to all our buffets you can enhance your meal with the following dishes

Dressed salmon £6.95 per head | Kentish cheese board £7.95 per head



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VEGETARIAN & VEGAN

The following dishes have been designed specifically for your vegetarian & vegan guests. Please select one of the following dishes in place of your chosen starter & main course.

STARTERS

Avocado and tofu mini toast ⁽⁶⁰⁰⁾ (v/vg)
*With red onion, pickled cucumber, toasted pumpkin
& sesame seeds all finished with a drizzle of sriracha sauce*

Beetroot falafel bites ⁽⁶⁰⁰⁾ (v/vg)
*On mango chutney with pomegranate, mint &
red onion salsa, pea shoots and lemon oil*

Crispy thyme charred polenta ⁽⁶⁰⁰⁾ (v/vg)
On a wild mushroom ragu, topped with rocket leaves

Crushed avocado and sautéed mushrooms ⁽⁶⁰⁰⁾ (v/vg)
On toasted sourdough with onion confit and quinoa houmous

Kale & onion fritters ⁽⁶⁰⁰⁾ (v/vg)
*With spicy aubergine chutney, dressed rocket leaves,
pomegranate seeds & flaked toasted almonds*

Roast tandoori spiced cauliflower florets ⁽⁶⁰⁰⁾ (v/vg)
*On tahini soya yoghurt topped with pickled red cabbage,
pomegranate molasses, coriander & pumpkin seeds*

Sicilian thyme & honey charred artichokes and courgettes ⁽⁶⁰⁰⁾ (v)
Caramelised lemon quinoa, pink pickled onions and crushed pistachios

Meatless Mediterranean kofta kebabs ⁽⁶⁰⁰⁾ (v/vg)
*Served with tomatoes, parsley, shredded carrot, pickled red onions in a sumac
& lemon dressing with warmed griddled floured tortillas and mint dipping sauce*



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VEGETARIAN MAINS

Creamy wild mushroom, cranberry and spinach Wellington ^(v)
With buttered herb new potatoes

Persian red quinoa, squash & pistachio nut roast ^{(600) (v)}
With sumac roasted Brussels sprouts, fennel & broccoli with red pepper & tomato sauce

Courgette, pistachio & mushroom nut loaf ^(v)
With creamy peppercorn sauce & seasonal vegetables

Porcini mushroom & truffle mezzaluna parcels ^(v)
With rocket, feta, roasted pine nuts and a herb & red wine vinegar oil

Asparagus, pea & cheese ravioli ^(v)
With soya & green beans and a herb pesto

Potato gnocchi ^(v)
Sautéed with peas and courgette, finished with vegan cheese & rocket leaves

Sweet potato, cannellini bean & quinoa croquette ^(v)
With rocket, heritage tomato relish, roasted onions, orzo pasta salad and bell pepper coulis

Beetroot & goats cheese tortellini ^{(600) (v)}
With herb pesto, watercress & rocket salad, pickled fennel & toasted pine nuts



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VEGAN MAINS

Barley summer stew ⁽⁶⁰⁰⁾ (v/vg)

*A medley of pearl barley, orange liquor, cumin & baby vegetables
finished with sautéed spring onion & spinach*

Baked sticky aubergines with pomegranate molasses ^(v/vg)

*Warm beetroot & couscous in a lemon vinaigrette, dressed rocket & chard leaves,
pickled cucumber & soya yoghurt dressing with toasted almonds*

Mushroom & walnut 'steak' ^(v/vg)

*Served with wilted spinach, roast tomato, glazed shallots & carrots,
chunky chips, a red wine jus and parsnip crisps to finish*

Soya bean & spring onion risotto ^(v/vg)

With miso & maple glazed mushrooms, chargrilled bok choy and toasted cashew nuts

Wild mushroom quinoa salad ⁽⁶⁰⁰⁾ (v/vg)

*With roast red peppers, beetroot, candied pecans, walnuts & mixed
seeds finished with a creamy yoghurt & honey dressing*

Fig, cashew nut and carrot rosti ^(v/vg)

Forest mushrooms and herb pesto

Butternut squash & sweet potato gnocchi ⁽⁶⁰⁰⁾ (v/vg)

With roasted pepper coulis

Lemon & asparagus gnocchi ^(v/vg)

With mint pesto

Spaghetti with basil pesto ^(v/vg)

*With green beans, peas, soya beans, caramelised red onions,
almonds, rocket and finished with lemon oil*



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CANAPÉS

Homemade canapés make an ideal accompaniment to your reception drinks.

Fresh fig, walnut & stilton bon bon sticks ^(v)

Smoked salmon & dill blini's

Roasted Mediterranean vegetable & goats cheese canapé cups ^(v)

Fried sesame feta & watermelon sticks

Baby plum tomatoes, basil, olive & mozzarella skewers ^(v)

Crispy bacon & braised leek Welsh rarebit

Aromatic seared salmon phaenang on rye bread

Confit chicken parfait & roasted mushroom blini's

Balsamic mushroom, herb & tapenade canapé cups ^(v/vg)

Chicken, caramelised shallot & asparagus canapé cups

Please select 3 of the above to be served with your reception drinks

£9.95
PER HEAD

Additional choices will be charged at £2.95 per person, per item

SWEET CANAPÉS

Ideal for finger buffets @ £2.95 each per head (please choose 1 option)

Mini chocolate churro shots

Lemon curd & ginger cheesecake lollipops

Chocolate brownie, raspberry & marshmallow



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OUR ACCOMMODATION

For any of your delegates travelling some distance, why not take advantage of our accommodation facilities? Our hotel offers your delegates a wide selection of en-suite rooms, from singles to family rooms. All of our rooms offer televisions, direct dial telephones, complimentary Wi-Fi, tea and coffee making facilities and hair dryers; some even have extra touches such as river views and private balconies

Rooms are available from 14.00hrs on the day of check in and guests are requested to vacate their rooms by 11.00hrs on the day of check out. However if your delegates wish to explore the surrounding area, we are able to offer a left luggage facility**.

*** Subject to availability*



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WHERE WE ARE

The Bell Hotel is conveniently accessed by both road and rail and is approximately 100 minutes from London, just 8 miles from the A2.

The nearest train station is approximately 1/3 mile away.

To find us by road, please enter the following postcode into your Sat Nav
CT13 9EF



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THE SMALL PRINT

Conference and Banqueting Terms and Conditions:

The following terms and conditions of contract shall apply to all bookings for conference & banqueting
Reference to The Company shall be The Hotel

One signed copy to be retained by the client and one copy to be returned to The Hotel

Deposits, Payments & Confirmation:

Provisional dates must be confirmed in writing within 14 days along with a signed acceptance of our
Terms & Conditions, otherwise the date will be released and re-offered for sale

A non refundable deposit of £250.00 is required at the time of booking

The customer shall notify The Hotel in writing not less than 14 days prior to the function,
the final number of guests anticipated attending the function

Full payment of charges must be made at least 14 days prior to the commencement of the function

The final amount payable by the customer shall be calculated on this final number or the number
that actually attended, whichever is greater. If additional guests are added to attend the function after 14 days
prior to the function, full payment will be required for those additional guests prior to the function

The Company reserve the right to charge interest at 2% above Bank Of England interest base rate for each day
on any outstanding balances and all subsequent days thereafter

Cancellation Policy:

In the unlikely event of you cancelling your function we reserve the right to apportion the following charges

On confirmation of the event a non refundable deposit of £250.00 is paid

For cancellations between 12 weeks and 4 weeks prior to the start date the charge will be 50% of the estimated
total amount of the function including any accommodation, food and beverage, and optional associated costs.

For cancellations less than 4 weeks prior to the start date the charge will be 100%

Any deposits paid will be deducted from the amount of any outstanding monies due

General Conditions:

Licensing and Statutory Regulations: Functions held within the hotel are subject to Statutory Regulations. All such
regulations must be strictly observed. Details of any such regulations can be provided on request.

Third Party Insurance: The Company shall not be liable for any loss or damage suffered by the customer, except in
respect of death or personal injury caused by the Company's negligence. This agreement does not affect any
rights which The Company has under the Hotel Proprietors Act 1956 where the act applies

Damage: The customer shall be responsible for any damage caused to the allocated rooms or furnishings, utensils and
equipment therein by any act, default or neglect of the customer, subcontractor or guests of the customer and shall pay
The Company on demand the amount required for making good or remedying any such damage

Please be aware that all areas of the Bell Hotel are non smoking

CONTINUED



THE BELL HOTEL

SANDWICH

THE SMALL PRINT - CONTINUED

Food and Drink: We cannot allow food or drink, other than that purchased on the premises be consumed with the hotel

All our food is prepared in a kitchen where nuts, gluten and other food allergens are present, if any guest has or you have a food allergy or intolerance, please let us know in advance

Please notify us in advance if you require wheelchair access or the use of high chairs

Finishing Times: Functions are required to finish at an agreed time when the booking is made. Extensions to this time are at the sole discretion of The Company and are subject to The Licensing act and Statutory Regulations previously mentioned

Alterations to Bookings: These are required to be made in writing and are subject to approval by The Company

External Suppliers: These are always subject to approval by The Company and may be subject to additional Terms and Conditions. The company reserve the right to object to the employment by customers and guests of any third party supplier.

A copy of the public liability insurance certificate for any live entertainment or DJ is required

Force Majeure: If the Hotel is prevented or hindered from carrying any of its obligations here under circumstances beyond its control including (without prejudice) government intervention, local planning decision, strikes by Company Employee's or Company Supplier's, labour disputes, accidents, Acts of God, national or local disasters, Acts of terrorism, then The Company's liability to the Client shall be no greater than the amount paid to the Company by the client in respect of the function

All prices quoted are inclusive of VAT.

Please note the contents of this brochure are subject to change.

The hotel reserves the right to cancel any function if any of the above terms are not adhered to

We accept the above terms and conditions associated with our booking and agree we are bound by them

Please sign below and return a copy to the Hotel

Site Copy

Event Date	Minimum No. of Guests
Signed.....	Signed.....
On behalf of The Hotel	On behalf of the Client
Name (Printed)	Name (Printed)
Position	Position
Date	Date

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