

GLENAVON House Hotel

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The Glenavon House Hotel is located in the geographical centre of Northern Ireland. The 62 room family run hotel, has full leisure and conference facilities.

Northern Ireland's finest countryside is the perfect location for an internationally appointed hotel. Hand in hand with all the facilities you would expect in a luxurious 'home from home', goes all the friendliness and warmth of welcome the Glenavon is known for.

Conferences and seminars are very well catered for at the Glenavon, with no less than 8 suites available we can cater for up to 400 delegates, while suiting all requirements and budgets.

All conference suites provide the necessary audio-visual equipment which may be required, can be arranged in almost any configuration to suit your event and are fully accessible for wheelchairs. Controlled air conditioning and heating ensures a comfortable atmosphere and all rooms are fitted with telephone sockets.

All rooms are multi purpose and the enclosed plan gives an indication of seating arrangements and capacities of each room together with technical data and charges.

With a range of meals and refreshments at your disposal, from tea and coffee to lunch, dinner and buffets, you can be confident that your conference or seminar will be successful and memorable.

We also offer a full range back up service including photocopying, printing and typing should they be required.

As a conference venue, we have experience which will prove invaluable in the planning and implementation of your conference. We have a manager on duty at all times to oversee all parts of the day.

We understand that you will require one to one support throughout the day. We have well appointed staff who deal solely with the conference centre. One of these staff will be appointed to your conference and will be there to offer assistance throughout the day.

With AV and technical equipment being such an integral part of a conference, we have a support team here ready to offer assistance with any problems that may arise in this area.

We are aware of the issues that can arise throughout the planning of your conference and indeed on the day.

We are confident in our ability to deal with these issues for you given our experience. With this in mind we aim to change procedures as needed in accordance to each individual booking.

Technical Issues – We are able to assist with any problems which may arise with laptops, internet access, data projector etc.

Luggage – We are aware with residential conferences the checking in and storing of luggage can prove to be difficult. We will allow guests to sign in on coffee breaks when suits and can have luggage taken to appropriate rooms rather than take time away from what can be a tight schedule.

Time Delays or Changes – This can be something which can happen very easily, although not something which needs to be a problem. With the right notification, staff can adjust meal and break times to suit.

Travel – We realise that given our central location we are particularly accessible to the majority of people. Given this, we understand that travel can be an issue for some. We are only too happy to arrange taxis, offer bus and train timetable advice and assist with any travel issues that arise.



1

We will identify a booking contact from the hotel for you to deal with.

Initial Consultation will take place regarding your conference – this can be over the phone or we can arrange a meeting for you to come and view the hotel, whichever is more suitable to your schedule.

At this point we will go through the hotels contract and discuss any issues which may arise from this.

2

One week prior to your conference taking place we will finalise meal choices, accommodation requirements and equipment which you will require on the day.

At this point we will inform you of your points of contact on the day including Manager, Receptionist and Conference co-ordinator on the day.

3

Your conference will be welcomed by the Glenavon Hotel.

Registration will take place.

4

Organisers can go through the running procedure of the day, whilst readjusting meal and break times as needed.

Any changes with room set up, technical equipment can be facilitated by our in house maintenance team.

5

Your conference will come to an end, guests will check out and any travel help needed will be given.

Finalisation of billing.

6

Post conference follow up will take place

CONFERENCE ROOMS

Tyrone Suite

The Tyrone Suite is fitted with state of the art audio visual equipment and includes 2 motorised screens, 2 inbuilt data projectors, cameras and an in-situ sound system with 1 roving microphones and 1 stationary microphone (compatible with laptops, DVD players and video linkup etc). Wireless internet access is available throughout. Use of all these facilities is included in the room hire charge.

Adair Suite

The Adair Suite is fitted with a motorised screen, inbuilt data projector and 1 roving microphone and 1 stationary microphone with wireless internet access available throughout. Use of these facilities is included in the room hire charge.

Conference Centre

The Clonavaddy, Drum, Ballinderry, Tully and River Room Suites each offer free standing equipment as follows:- data projector, screen, television, video and flipchart along with wireless internet. Use of these facilities is included in the room hire charge.



BEDROOM ACCOMMODATION

We have 62 bedrooms of a variety of room types including twins, doubles, suites and family rooms. All bedrooms are en-suite with tea/coffee making facilities, hairdryer, trouser press, direct dial telephone and remote controlled television and radio with complimentary wireless access. They are decorated and furnished to a high standard of comfort and style.

Our standard tariff for 2022 is £95.00 for a single and £155.00 for a twin or double. A special conference reduction for bookings of 10 rooms or more can be offered – please contact Reception for further details of various discounts which apply. All rates include full breakfast and full use of our leisure facilities.



TEAM BUILDING ACTIVITIES

Jungle NI, based in Moneymore, is an award winning entertainment site with an extensive range of activities such as paintballing, zorbing and team building activities. For further details see www.thejungleni.com

CLUB RIVIERA

All residents automatically become temporary members of our private health and leisure club, Club Riviera, during their stay giving them access to our 20m swimming pool, jacuzzi, steam room, sauna, needle showers, fitness suite, gym and hair and beauty salon. All facilities with the exception of the hair and beauty salon and sunbeds are free of charge. Details on membership prices are available on request.



RESTAURANTS AND BARS

DINING

The Cellar is open daily for breakfast, lunch and dinner daily. Carvery lunches are served every Sunday from 12.30pm to 2.30pm.

We can cater for all dietary requirements including coeliac, vegan, vegetarian etc – please notify us in advance of any requirements.

The Cellar Bar is open daily from 11.30am to 11.30pm with live music on Saturday and Sunday nights.

Bistro Vino is available for private dining for which there may be a room hire charge.



CAR PARKING

Complimentary open parking for approx 400 cars. The hotel accepts no responsibility for cars parked in the carpark.

ACCESSIBILITY

The hotel is categorised Grade 1 by N.I.T.B. In addition we have won an award for our facilities from Holiday Care. There are a range of facilities including passenger lifts, designated parking, ramps, adapted toilets and bedrooms. We would ask for notification in advance of any guests who may need assistance.

LOCAL ATTRACTIONS

Local attractions within 30 minutes drive of the hotel include Killymoon Castle, Wellbrook Mill, Springhill House, OM Dark Sky Observatory and Lissan House. The central location of the hotel enables you to visit, in less than one hour's drive, any area in N Ireland including the Giant's Causeway, the Glens of Antrim, Belfast and the Fermanagh Lakes.

SPORT AND LEISURE

A public golf course and horseriding facilities are available within 5 minutes of the hotel. Fishing and watersports available nearby. A private health and fitness centre in the hotel.

LOCATION AND DIRECTIONS

Located at the foot of the Sperrin Mountains on the banks of the Ballinderry River, the Glenavon House Hotel can be found just outside Cookstown on the Drum Road A505 towards Omagh.

From the M1

- Take the Dungannon exit and travel along the A29 to Cookstown.
- At the roundabout take the second exit for the town centre and take the first road on your left, Sweep Road at the Asda store.
- At the end of that road, approx half a mile, turn left and the hotel is immediately on your left.

From the M2

- Travel through Magherafelt, Moneymore and Cookstown towards Dungannon.
- At the Asda store take the road to your right which is Sweep Road.
- At the end of that road, approx half a mile, turn left and the hotel is immediately on your left.

Belfast International Airport 40 miles approx 50 mins

Belfast City Airport 55 miles approx 60 mins

Belfast Harbour 55 miles approx 60 mins

Portadown Train Station 27 miles approx 40 mins



PRICING

Please see below our prices, we have set these out individually, we are also more than willing to provide a per person rate for residential and non-residential conferences should this be required excluding room hire.

Please also see our room hire rate chart enclosed.

ACCOMODATION

Single Room	£95.00 per night
Double/Twin Room	£150.00 per night

All accommodation rates are per room and include bed, breakfast and full use of our leisure facilities.

REFRESHMENTS

Tea or Coffee only	£2.50 per person per serving
Tea, Coffee and Biscuits	£3.50 per person per serving
Tea, Coffee and Scones	£3.95 per person per serving
Tea, Coffee and Shortbread	£3.75 per person per serving
Lunch (Main Course with Tea or Coffee)	£13.50 per person
Lunch (Main Course with Sweet, Tea or Coffee)	£15.95 per person
Full Finger Buffet from Tea, Coffee, Soup and Sandwiches	£14.00 per person
Dinner (4 course) from Fork Supper	£12.95 per person
(choice of 2 mains served with rice, chips and tossed salad, tea/coffee)	£27.50 per person
Bottled Water (replenished as required)	£16.75 per person
Mints	£Free of Charge

DAILY DELEGATE RATE

Daily delegate rate available - £35.00 per person (based on minimum 10 delegates)

- Tea/coffee & scones on arrival
- Main course with tea/coffee
- Tea/coffee & shortbread afternoon
- Room Hire 9am to 5pm
- Includes data projector, screen & 1 x flipchart

Room Name	Floor Area (metres)	Floor Area (feet)	Power Points	Phone Points	Theatre Style	Classroom Style	Cabaret Style	Boardroom Style	U Shape	Internet Access	Full Day Price	Half Day Price
Clonavaddy *	10.96 (w) 8.90 (l)	32 26	7	Yes	80	40	42	36	26	Wireless	320	200
Ballinderry *	9.75 (w) 9.25 (l)	28 27	9	Yes	50	24	30	26	20	Wireless	260	160
Drum *	10.8 (w) 7.2 (l)	31 21	9	Yes	40	21	24	26	20	Wireless	260	160
Tully *	5.3 (w) 7.2 (l)	15 21	9	Yes	25	18	12	14	11	Wireless	195	125
River Room *	5.3 (w) 8.9 (l)	15 26	1	Yes				8		Wireless	185	125
Adair	13.7 (w) 16.7 (l)	34 60	6	No	100	50	70	50	40	Plug-In	320	200
Tyrone **	14.2 x 20.5 18.5 x 20.5 24.5 x 20.5	47 x 68 62 x 68 82 x 68	12 12 14	Yes (in bar)	200 300 400	on request on request approx 200	all on request	n/a	all on request	Plug-In	500 (1/2) 600 (3/4) 700 (full)	350 450 550

Syndicate Rooms £90.00 per day, irregardless of length of time used

Suites / Meeting Rooms marked with * include use of television, data projector, screen and flipchart in the Room Hire cost

**The Tyrone and Adair Suites audio visual equipment includes 2 motorised screens (10ft x 8ft), 2 inbuilt data projectors, cameras and an in-situ sound system with 2 radio microphones and 1 stationary microphone (compatible with laptops, DVD players and video linkup etc) in Room Hire cost

Tyrone stage (1 x section) height 16", width 6ft & length 8ft (5 sections in total)

PAYMENT

If you are a new customer to the hotel, you have a number of options.

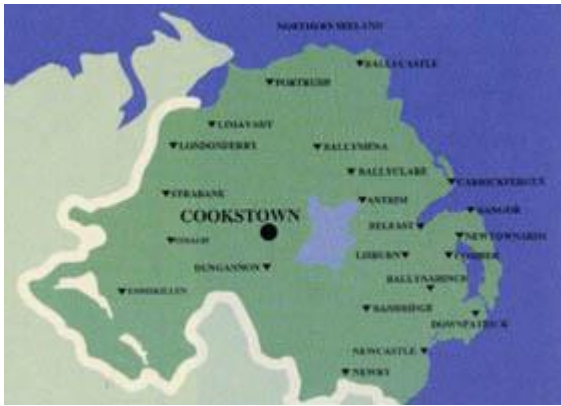
You can set up account facilities with the hotel; this can be carried out by following a procedure which will take approximately 3 weeks.

The account can also be settled on the day.

For those bookings who do not have account facilities a credit card will need to be given against the booking as a guarantee.

The Glenavon House Hotel operates a 30 day payment period. In the event of payment exceeding this time, we reserve the right to adhere to the 'Late Payment of Commercial Debts Interest Act 1998' and will claim additional interest on payment at 8% above the Bank of England base rate on all overdue payments.

RELEVANT INFORMATION



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