



Conference/Meeting/Seminar Information

This pack provides information about small conference/meeting/seminar facilities at Peterborough Milton Golf Club together with our catering and golf package options. (any special dietary requirements will be accommodated).

Free ample parking (including a disabled bay)

Room Options

Within the clubhouse there are two rooms (ground floor level) with optional layouts for small conference, seminars and syndicate meetings. Conference guests are welcome to enjoy 'breakout' refreshments on our landscaped patio that overlooks the 18th hole and practice putting green (subject to seasons and weather).

Fitzwilliam Room – overlooks the 18th hole fairway and green and practice putting green
 Nene Room – overlooks the rural Nene Valley

Both rooms are furnished with adequate chairs and tables to suit half or full day comfort. Fitzwilliam room has a fixed wipeboard for unlimited use.

When required, and subject to availability we can ensure that a 'breakout'/'syndicate' room (using the alternative room) is available.

Full disabled facilities.

The various layouts and facilities we can accommodate are as follows

STYLE /ROOM	FITZWILLIAM	NENE
THEATRE	25	50
U SHAPE	12	24
BOARDROOM	14	30
CLASSROOM	12	24
PRIVATE DINNER	Small buffet only	40
HEIGHT (m)	2.9	2.9
WIDTH (m)	5	6
LENGTH (m)	5.5	12.5
FLOOR SPACE m2	27.5	75

Room Hire Charges

ROOM	FULL DAY (excl VAT)	HALF DAY (excl VAT)	HOURLY (excl VAT)
FITZWILLIAM	£145	£70	£20
NENE	£200 (£175)	£105 (£90)	£28 (£20)

*Figures in brackets = Exhibition hire only i.e. excluding all refreshments only
 If both rooms used a 20% reduction will apply on the total hire rate of the two rooms*

These prices include tea/coffee, biscuits on arrival and unlimited Cordial and Mineral Water throughout the duration of hire. Paper and Pens, use of Flip Chart and Wipe Board (Fitzwilliam room only) Photo-coping and Facsimile facilities available



Additional Charged Items

Laptop Projector and Screen - £30 per day - £20 half day (excl VAT)
 Additional Catering requirements (see details below)
 Additional 'breakout/team building' 'golf' package (see details below)
 Overnight accommodation (see details below)

Conference/Meeting Catering Charges

Extra tea/coffee with biscuits	£1.20 per person per serving
Tea/Coffee with Homemade Scone	£2.80 per person per serving
Tea/Coffee with Bacon Rolls	£3.10 per person per serving
Afternoon Tea with Homemade Cake	£2.80 per person per serving
Extra Cordials/Mineral Water	£3.00 per litre

Lunchtime 'light snack' menus

*Available in the Fitzwilliam room or 'breakout' to Nene Room (or Patio weather permitting)

THE OAK *	THORBURN *	THE CEDAR *
CHEESE & HAM PLOUGHMANS £5.50 per head	HOMEMADE SOUP (served with a roll) £2.75 per head	SANDWICHES & CHIPS £4.25 per head

Lunchtime/Evening Buffet menus

Only served in the Restaurant or Nene Room

BLASTED OAK	PLANTATION
Chicken Pieces	Open Sandwiches
Vol au Vents	BBQ pork ribs
Samosas	Chicken pieces
Assorted Sandwiches	Homemade Quiche
Sausage Rolls	Cocktail Sausages
Homemade Quiche	Spring Rolls
Cocktail Sausages	Vegetable Samosas
Spring Rolls	Pizzas
£7.50 per head	£8.50 per head

Additional Dishes (per head)

Garlic Bread	£0.80	Fruit Basket	£2.25
Spicy Wedges	£1.05	Biscuits with Cheese	£2.85
Filo wrapped Prawns	£1.15	Roll & Butter	£0.45



Formal Lunch or Evening Menus

Only available in the restaurant or Nene Room

COTTONS FANCY	BRAIDS
<p>Starters:- (optional choice) Homemade Soup and Roll Fan of Melon and Sorbet Prawn & fruit Salad Chicken Liver Pate with Toast Garlic Mushrooms</p> <p>Main Course:- (optional choice) Homemade Pies:- Steak and Kidney Turkey and Mushroom Lasagne, Chips & Salad Chicken Supreme with Chasseur sauce Pork Escalope with Wholegrain mustard sauce Beef Stroganoff with rice</p> <p>Sweets:- (optional choice) Various Homemade sweets Cheese & Biscuits (additional £1.00 per head)</p> <p>Tea/Coffee</p> <p>Vegetation options available</p> <p>£15.50 per head</p>	<p>Milton Carvery (Minimum 25 diners)</p> <p>Roast Beef, Turkey or Gammon with all the trimmings!</p> <p>Sweets:- (optional choice) Various Homemade sweets Cheese & Biscuits (additional £1.00 per head)</p> <p>Tea/Coffee</p> <p>Vegetation options available</p> <p>£12.00 per head</p>

All additional requirements are subject to the above tariff e.g. additional tea/coffee

All Beers, Spirits, Wines (including House wine) and liqueurs are available during licensing hours from our well stocked bar.

All food and beverages above are exclusive of VAT at the prevailing rate



Golf Packages

PARK	HALL
<p>All subject to availability at the time of booking and availability of tee closures on the golf course.</p> <p>Only available April – October, Monday to Thursday</p> <p>Afternoon (after 2.00pm) 18 holes of golf on the Par 71 parkland course (further details of golf course on request)</p> <p>Must include a minimum of Half –day room hire followed by a ‘lunchtime-snack’ or Buffet</p> <p>Additional - £20.00 per person (subject to a maximum of 20 players)</p> <p>NB All golfers must be in possession of a handicap certificate.</p>	<p>All subject to the availability of the Club Professional at the time of booking.</p> <p>A 1 hour ‘group’ lesson (maximum 12) as a ‘Have a go’ introduction/taster to the game. (Timing dependant on duration of conference/meeting – no later than 5.00pm)</p> <p>Full use of the Driving Range and Practice ground facilities. Putting Competition</p> <p>Equipment provided</p> <p>Available March – October</p> <p>Additional £5.00 per person (minimum £30) subject to a minimum of half-day room hire followed by a lunchtime snack or buffet (variable timing permissible)</p>

Accommodation

Subject to availability, accommodation at discounted rates is available at the nearby Ramada Inn, Thorpe Meadows, Off Longthorpe Parkway, Peterborough, PE3 6GA Tel: 01733 564240
www.ramadapeterborough.co.uk



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For details - www.visitpeterborough.com

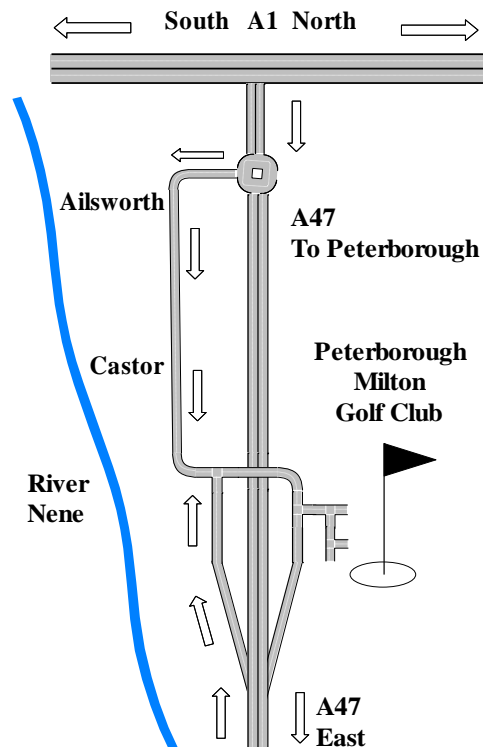




Where to find us

From A1 or West, proceed via A47. Follow signs for Ailsworth, Castor and Golf Club. Turn left towards Marholm and right into Golf Club.

From A47, Peterborough City Centre or East. Take slip road off A47 sign-posted Castor, Ailsworth, Marholm and Golf Club. Turn right at junction then turn left towards Marholm and right into Golf Club.





NOTES FOR CONFERENCE/MEETING ATTENDEES At PETERBOROUGH MILTON GOLF CLUB

The Management would be obliged if the organisers and their members/invitees appreciate the efforts made by the Members to maintain certain standards and traditions of the Golf Club. With this in mind we would ask that you support these efforts and adhere to some restrictions that we currently impose:-

In the Clubhouse/Conference/meeting rooms – Blue Denim jeans, trainers, collar-less shirts and shirts worn outside of trousers are not allowed. (Tailored shorts allowed up to 7.00pm but never in the restaurant). This rule applies to both club members and visitors alike

The use of mobile telephones is only permitted in the Fitzwilliam Room, entrance lobby and car park. i.e. not in the Clubhouse lounge/bar, Nene Room or on the Patio. Extends to both golf packages.

Visitors are welcome to use the Patio, walk along the Public Bridle track that runs parallel with the 18th fairway, view the Driving Range/Practice ground and visit the Professional's shop. However we ask that visitors do not wander onto the golf course for their own safety and refrain from making excessive noise whilst in the above areas.

Any further information required, please contact the Secretary's office:-

Tel: 01733 380489 e-mail – admin@pmgc.org.uk

Address :- Peterborough Milton Golf Club, Milton Ferry, Peterborough, PE6 7AG



BOOKING INFORMATION

NAME OF COMPANY.....

CONTACT NAME

COMPANY ADDRESS

.....

REFERENCE (if applicable)

TELEPHONE NO..... FAX NO.....

E-MAIL

Total Number of participants.....Date of the meeting/seminar/conference.....

Duration	Please tick	Catering Package	Start time	Approx. Finish time	Golf Package required Yes/No
½ Day AM					
½ Day PM					
1 Day					
2 or more days					

Additional Catering requirements

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Please state room and layout with number of seats required

Room	Theatre	Boardroom	U Shape	Classroom	Exhibition
Fitzwilliam					n/a
Nene					yes/no

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Flip Chart and Pens required yes/no Projector & Screen required yes/no

Golf Package required yes/no Please indicate package.....



**PETERBOROUGH MILTON GOLF CLUB
TERMS & CONDITIONS INCLUDING CONFIRMATION FORM FOR
CONFERENCE/MEETINGS/SEMINARS**

These Terms and Conditions apply to the booking of any Conference/Meeting/Seminar to be held at the Club

Reservations will be regarded as provisional until the Club has received from the Client:

- a. a completed Booking Form
- b. a signed copy of these Terms and Conditions
- c. a deposit of £50 or 25% of the estimated cost of the event, whichever is higher.

The Club reserves the right to release a provisional booking at any time before all of the above have been received.

The Client must notify the Club in writing if it proposes to cancel the event. If notice of cancellation is received more than two months prior to the date of the event the Club will refund the deposit. If notice of cancellation is received by the Club two months or less before the date of the event the deposit will be retained by the Club and if notice is received less than five days before the date of the event the Client must also pay a cancellation fee equal to the balance of the estimated cost of the event.

The Client must notify the Club in writing of any changes to its requirements set out in the Booking Form not less than two days prior to the date of the event.

The Client must also provide to the Club in writing not less than two days prior to the date of the event:

- a. the name of the person representing the Client at the event who will be responsible for settling all amounts payable by the Client (including any unpaid bar tabs)
- b. the total number of participants attending
- c. any special catering requirements
- d. if individual participants require a bar tab, a list of names of those participants
- e. an undertaking that all participants are aware, and will adhere to, the Club's dress code and guidance notes (attached).

The balance of all fees and other amounts payable by the Client must be paid in full prior to leaving the Club, unless other arrangements have been agreed. All Major Debit/Credit Cards are accepted with the exception of American Express and Diners Cards.

Individual participants may use credit cards or debit cards to purchase drinks and snacks from the bar.

The Club reserves the right to cancel the reservation if the Club, or any part of it, is closed due to fire, flood or other event, alteration, decoration, or by order of any public authority. The Club will refund the deposit paid within 14 days after giving notice of cancellation.

.....
I have read the Terms and Conditions and confirm on behalf of.....(Client) our acceptance of the same.

Signed..... Print Name.....

Date.....