



CARLTON Business

Where your views meet...
overlooking ours


CARLTON
REDCASTLE
HOTEL & C SPA
MOVILLE
★★★★

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SMILE, YOU'RE AT THE CARLTON



Complete Conference Solutions

- Magnificent Ocean Suite overlooking Lough Foyle
- Multi sectional suite allowing maximum flexibility
- Foyle Boardroom
- Swilly Boardroom
- Foyle & Swilly Suites also join together
- A range of on-site Audio Visual equipment and integrated facilities
- Complimentary internet access for single users
- Ample complimentary car parking
- Tailored packages and all inclusive rates to make organisation easier
- Deluxe accommodation many with stunning sea views
- Dedicated Co-ordinator to assist every step of the way
- Fantastic food and great service

CARLTON Business



SMILE, YOU'RE AT THE CARLTON



Offering that little bit more...

- On site magnificent C Spa
- 12 treatment rooms offering a full range of Elemis Treatments
- Fully equipped resistance and cardio vascular gymnasium
- Our own 9 Hole Golf course
- Thalasso Pool and Leisure Centre
- Space for a variety of easily arranged teambuilding activities
- Conferencing made much easier!

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Different views form the basis of change.
Our views, on the other hand, only change with the seasons!

Suite	Theatre	Classroom	Boardroom	Cabaret	U Shape	Banquet
Ocean View	350	120	50	150	50	300
Ocean 1	150	50	40	60	35	120
Ocean 2	180	60	40	60	40	150
Foyle	15	8	8	NA	NA	NA
Swilly	20	10	10	NA	NA	NA
Foyle/Swilly	40	18	20	20	20	20

We offer a range of room options and layouts and would be happy to discuss individual requirements to ensure you get the maximum success from your conference with us. Please ask our Co-ordinator for any assistance and suggestions. Room hire charges are included within the package rates for most conferences.

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Fully Inclusive Conferencing

Day Delegate Rate

For those people who are attending a full day meeting and includes:

- Morning Tea & Coffee on arrival with homemade shortbread
- Morning break Tea & Coffee with homemade cakes of the day
- Chef's Buffet Lunch in the Waters Edge Restaurant
- Afternoon Tea & Coffee with Scones, Jam & Cream
- Room Hire
- Complimentary OHP and Screen
- Mineral water, mints, pens, pads and table layouts

Only **€29.50** per delegate

24 Hour Delegate Rate

For those people who are attending for a full days meeting and staying overnight

- Morning Tea & Coffee on arrival with homemade shortbread
- Morning break Tea & Coffee with homemade cakes of the day
- Chef's Buffet Lunch in the Waters Edge Restaurant
- Afternoon Tea & Coffee with Scones, Jam & Cream
- Room Hire
- Complimentary OHP and screen
- Mineral water, mints, pens, pads and table layouts
- Overnight accommodation in a deluxe Redcastle Guest Room
- Chef's 3 course conference dinner in the Water's Edge Restaurant
- Complimentary use of the C Spa Leisure Club & Thalasso Pool

Only **€149.50** per delegate

Rates apply for a minimum of 8 Delegates

SMILE, YOU'RE AT THE CARLTON



32 Hour Delegate Rate

For those people who are attending for 2 full days and One Night includes:

- Morning Tea & Coffee on arrival with homemade shortbread on both days
- Morning break Tea & Coffee with homemade cakes of the day on both days
- Chef's Buffet Lunch in the Waters Edge Restaurant on both days
- Afternoon Tea & Coffee with Scones, Jam & Cream on both days
- Room Hire for both days
- Complimentary OHP and Screen
- Mineral water, mints, pens, pads and table layouts
- Overnight accommodation in a deluxe Redcastle Guest Room
- Chef's 3 course conference dinner in the Water's Edge Restaurant
- Complimentary use of the C Spa Leisure Club & Thalasso Pool

Only **€175.00** per delegate

Rates apply for a minimum of 8 Delegates

Room Hire Only Rates

Suite	Full Day	Half Day From/Until 1pm
Ocean View	€350.00	€250.00
Ocean 1	€175.00	€100.00
Ocean 2	€175.00	€100.00
Foyle	€100.00	€60.00
Swilly	€100.00	€60.00
Foyle/Swilly	€140.00	€90.00

The packages mentioned suit many but are merely suggestions and we can of course design your package around your individual needs.

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Tailor made Conferences

We can tailor make your day or days to suit you individual requirements.
Some suggestions to add to your fully inclusive packages:

Spa Specials

- Why not add hand massages for your guests during breaks
- Include a mini facial for delegates
- Add a “Partners Special” C Spa package- while others work they can play!
- Arrival spa gifts and gift vouchers also available

Golf

- Add a team building 9 or 18 holes of golf to the stay
- Finish with 9 holes after the event

Team Building

- We can arrange everything from:
- Archery
- Team building exercises
- Canoeing
- Horse riding on beaches
- Many more

Just ask for details and we can build a package to suit you.

SMILE, YOU'RE AT THE CARLTON



Conferencing à la Carte

Our chef prepares his menus from the freshest ingredients sourced whenever possible from local suppliers and his menus of the day include a hot and cold dishes with seasonal vegetables, potatoes and salads.

Sample Lunch Menu

Classic Beef Stroganoff - tender strips of Beef Fillet in a Brandy Sauce with Gherkins, Onion Confit & Cream

Chicken & Forest Mushroom Pie - with Smoked Bacon in a Creamy Tarragon Sauce, Chive & Cheddar Mash

Thai Seared Salmon - marinated in Lemongrass & Asian Spices, Pan-fried with a Saffron & Chilli Cream

○ ○ ○

Baked Raspberry Cheesecake or Fresh Fruit Meringue Nests

○ ○ ○

Freshly brewed Tea & Coffee

Sample Dinner Menu

Chef's Homemade Soup of the Day - with traditional Guinness Bread & Butter

Field Mushrooms sautéed in Garlic Butter & filled with Inishowen black

Pudding & glazed with Cheddar Cheese

Chicken & Bacon Salad with oven dried Tomatoes, Garlic Croutons

& Creamy Caesar Dressing

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Oven roasted Breast of free range Chicken with a Red Wine, Mushroom & tarragon Sauce

Prime Irish Hereford Rump Steak, char grilled with Cherry Tomatoes, Mushrooms & homemade Chips

Pan fried Mulroy Bay Salmon fillet with a white Wine, Lemon & Butter Sauce

All dishes are served with Chef's selection of Seasonal Vegetables & Potatoes of the Day

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Classic Lemon Tart with Chantilly Cream

Hot Apple & Blackberry Crumble Tart with traditional dairy Custard

Dark Chocolate Brioche Pudding with Anglaise Sauce & Chocolate shavings

○ ○ ○

Freshly brewed Tea or Coffee

SMILE, YOU'RE AT THE CARLTON

Terms, Conditions & Technical Bits!

1 Who is this contract between?

The contract is between Carlton Redcastle Hotel and You, not any other person or organisation for whom You book rooms, meals or facilities. You accept responsibility for paying all charges, including any extra charges arising under this contract. The contract is personal to You and You may not transfer your rights under this contract to any other person, or organisation.

2 Provisional bookings

Carlton Redcastle may agree to You making a provisional booking. You may cancel provisional bookings without penalty. If you do not confirm your provisional booking we reserve the right to cancel it, but will endeavour to give you 48 hours notice.

3 Confirming your booking

Your booking becomes confirmed, on the basis of these terms and conditions, upon receipt by Carlton Redcastle of an unaltered Booking Contract signed by you. The Booking Contract will state the accommodation, meals and other facilities which you have booked, and it will include a clear statement of any other arrangements which have been agreed between You and Carlton Redcastle. If You verbally ask Carlton Redcastle Hotel to confirm a booking, you must send Carlton Redcastle Hotel a signed Booking Contract. Carlton Redcastle must receive this within 5 days of your verbal request or it may, at its sole discretion, cancel the booking. When You confirm a booking, You agree to pay all the charges for accommodation, meals and other facilities set out on the Booking Contract, unless these are changed or cancelled under the terms of clauses 6, 7, 8 or 10 below. In that case You must pay the charges in accordance with the relevant clause.

4 Making a booking more than a year ahead

If You book more than a year ahead, Carlton Redcastle Hotel may need to increase its charges. When You book, You agree to pay the charges for the accommodation, meals and other facilities set out on the Booking Contract, plus VAT (if this applies) at the rate applicable at the time of the event. Carlton Redcastle Hotel reserve the right to increase its charges from the figures it quotes to You when you make the booking. However, Carlton Redcastle Hotel will not increase its charges in the 12 months before the event. Following your confirmed booking,

Carlton Redcastle Hotel will notify You of any changes to its charges. If the changes would increase the total amount payable for the items on the current Booking Contract by more than the increase in the Retail Prices Index, between the date of your booking and the date of the event, You will have the right to cancel the booking without charge provided that you notify Carlton Redcastle Hotel in writing within 2 weeks of Carlton Redcastle Hotel notifying You of the changes. If You do not withdraw from the booking then You agree to pay the increased amount.

5 Paying your invoice

Unless Carlton Redcastle Hotel has asked You to pay a deposit, or advance payment, (see clause 6), You will be invoiced for all charges approximately seven days after the event. You must pay in Euro or sterling the full amount of the invoice, without deduction or set off, to the address shown on the invoice, within 30 days of the date of the invoice. You will pay any bank charges involved in making the payment. If You do not pay the invoice in full within 30 days, we will charge You interest on the amount outstanding at the annual rate of 4% above Bank

Of Ireland plc base rate on a daily basis until the actual date of payment (both before and after any judgement).

6 Payment in advance

Carlton Redcastle Hotel reserves the right at any time to undertake a credit check to make sure that You will be able to meet all charges when they fall due. If Carlton Redcastle Hotel is not reasonably satisfied at any time that you will be able to meet the charges, Carlton Redcastle may, at its sole discretion, cancel the booking unless You pay a deposit or pay part or all of the charges in advance as the hotel may decide. The extent of the deposit, or part payment, is at the sole discretion of Carlton Redcastle Hotel. The same applies if Carlton Redcastle Hotel later becomes aware of problems with your financial situation.

7 Overseas customers and guarantees

If you are a customer from outside the UK or Ireland, Carlton Redcastle Hotel reserves the right to ask for a guarantee of payment from a UK Clearing Bank and to cancel the booking if the guarantee is not provided within 30 days of Carlton Redcastle Hotel request. You will have the right to withdraw your booking without charge within seven days of Carlton Redcastle Hotel telling You of its requirements, if they are not acceptable to You, by notifying Carlton Redcastle Hotel in writing.

8 Altering your booking

If, by written agreement with Carlton Redcastle Hotel, You alter your booking, Carlton Redcastle Hotel will send You a new Booking Contract to sign and return within 14 days, so that You know what You have booked and for what You are responsible. The Booking Contract will set out the accommodation, meals and other facilities which You have booked and agreed with Carlton Redcastle Hotel. It will include details of any extra facilities which You may have agreed with Carlton Redcastle and of any items You have cancelled but must pay for under clause 10. Each new Booking Contract issued by the Hotel will, when signed by You, replace any previous Booking Contract.

9 Extra accommodation, meals or other facilities

If You ask for any extra accommodation, meals or other facilities, Carlton Redcastle Hotel will use all reasonable endeavours to provide them. We cannot guarantee that we will be able to meet your requests but will make every effort to do so. We shall have no liability whatsoever should we fail to do so.

10 Cancelling all or part of your booking

10.1 Cancellation more than 2 months in advance of the start date of the event

In the event that You cancel the entire booking, Carlton Redcastle Hotel will not charge You for the cancellation.

If You cancel part of the booking, Carlton Redcastle Hotel will not charge You for the partial cancellation, but reserves the right to move your booking to facilities more suited to the reduced size of the event, provided such facilities are available.

10.2 Cancellation less than one month in advance of the start date of the event

If You cancel all or part of your booking the Carlton Redcastle reserves the right to charge you for any loss in profit caused by the cancellation. Every effort will be made to re-sell the date which would reduce any cancellation fee accordingly.

11 Giving us the final details

You must confirm in writing final timings, menus and any special food requirements not less than 7 days before the scheduled commencement of the event. If You do not do this, Carlton Redcastle will decide what it should supply and charge accordingly. Carlton Redcastle Hotel shall not be liable to You in contract tort (including without limitation negligence) and/or breach of statutory duty for any loss or damage which You may suffer by reason of any act, omission, neglect or default (including negligence) in the performance of this contract by the Hotel, its servants or agents. The Hotel shall not be liable to You in contract tort (including without limitation negligence) and/or breach of statutory duty for any loss of profits and/or any indirect or consequential (including economic) loss of any kind which You may suffer by reason of any act, omission, neglect or default (including negligence) in the performance of this contract by the Carlton Redcastle Hotel, its servants or agents.

12 Changes or cancellations by us because of events beyond our control

Carlton Redcastle Hotel has the right to alter or cancel any booking that it cannot keep for reasons beyond its control. If this happens, Carlton Redcastle Hotel will use all reasonable efforts to offer You an alternative booking. Carlton Redcastle Hotel does not accept any liability or responsibility if it cannot provide accommodation, food, drinks or services because of industrial action or any other cause which is beyond its control.

13 Changes to room allocations

To meet the needs of as many customers as possible, We may alter the meeting rooms, dining rooms or residential accommodation allocated to You. There will be no extra charge to You if Carlton Redcastle Hotel change your room allocations.

14 Arrival and departure times

Bedrooms will be available from 3pm on the day You arrive, and must be vacated by 11.30am on the day You are leaving, unless You arrange otherwise in writing with Carlton Redcastle Hotel. Please make sure that the members of your party know this as we may charge You for extra costs incurred because of failure to leave rooms on time. Meeting rooms are available only for the time shown on the Booking Contract. Extensions will be possible only with our agreement and you may be charged accordingly at our current rates.

Terms, Conditions & Technical Bits (continued)

15 Animals and pets

Please make sure that the members of your party know that no animals or pets of any kind, except guide dogs for the blind, are allowed on the premises

16 Food and drink

Carlton Redcastle Hotel calculates its charges on the basis that it will provide all food and drinks that You and your party need. You, or any member of your party, must not bring food or drinks onto the premises to eat or drink here without the prior express agreement of Carlton Redcastle Hotel. You will be charged corkage or equivalent charges for all drinks or food brought in and consumed on the premises.

17 Behaviour on our premises

You must make sure that You, members of your party and anyone visiting You at the Hotel behave in such a way that they do not cause a nuisance or unreasonable disruption to the Hotel, its members or employees, or to any other visitor to the Hotel. You agree to pay Carlton Redcastle Hotel for any loss or liability of any kind to any person and/or suffered and/or incurred by the Hotel which results from You, any member of your party or person visiting You at the Hotel failing to obey any Regulation and/or Rule or otherwise. You should make sure that You are fully insured against all losses or liabilities referred to in this clause. (Carlton Redcastle Hotel reserves the right to refuse to accept any booking without proof that You have enough insurance to cover your liability under this clause.)

18 Your responsibilities for under 18's in your party

Purely at hotel discretion

19 Services provided by someone outside the Hotel

If You ask Carlton Redcastle Hotel to arrange for a service to be provided by any third party, Carlton Redcastle Hotel will only act as an agent for you. Any resulting contract is between You and the third party providing the service and You shall be entirely responsible for the payment of any third party's fees, costs and expenses.

20 Damage/loss of Property

All information is given and all statements are made by us in good faith and we use our reasonable endeavours to check all information given to You. The Carlton Redcastle Hotel shall not be liable for any damage or loss to property, valuables or money resulting from information provided by the Hotel or any agent or employee acting for the Carlton Redcastle Hotel save where such loss or damage is caused by a wilful and negligent act of such person. Whilst the Carlton Redcastle Hotel use all reasonable endeavours to ensure the safety of all persons and their property on premises no responsibility is accepted by the Carlton Redcastle Hotel or their servants, agents or representatives for the care of property of any description including money, valuables, luggage, clothing or motor vehicles belonging to You, members of your party, visitors and/or guests save where such loss or damage is caused by a wilful and negligent act of such person. You are responsible for ensuring that all rooms relating to your party are locked when not in use and that all members of your group take all money and valuables with them.

21 Liability

Carlton Redcastle Hotel shall not be liable to You in contract tort (including without limitation negligence) and/or breach of statutory duty for any loss or damage which You may suffer by reason of any act, omission, neglect or default (including negligence) in the performance of this contract by the Hotel, its servants or agents. The Hotel shall not be liable to You in contract tort (including without limitation negligence) and/or breach of statutory duty for any loss of profits and/or any indirect or consequential (including economic) loss of any kind which You may suffer by reason of any act, omission, neglect or default (including negligence) in the performance of this contract by the Carlton Redcastle Hotel, its servants or agents.

I agree the terms and conditions

Print Name _____

Signature _____

Date _____

Your Hotel Contact is: _____

Tel: _____



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