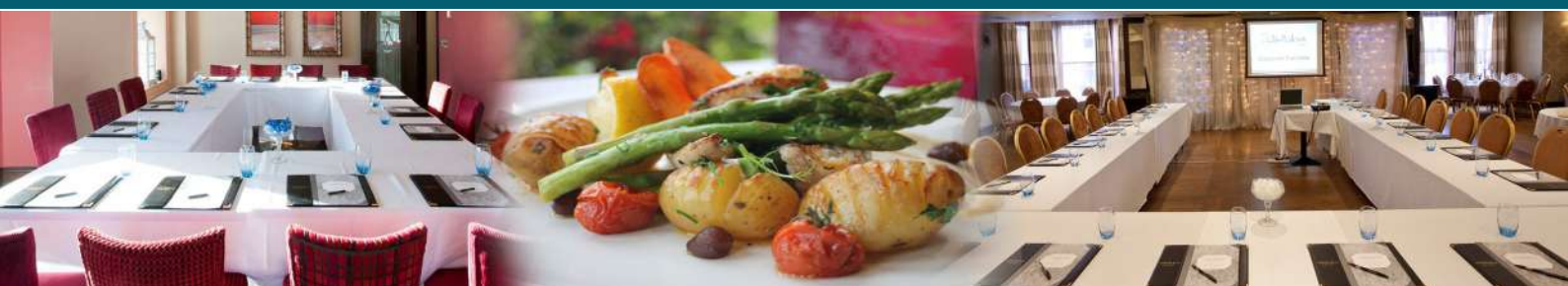




the *Whistledown* hotel

Celebrating 25 years in business  
ESTABLISHED 1993

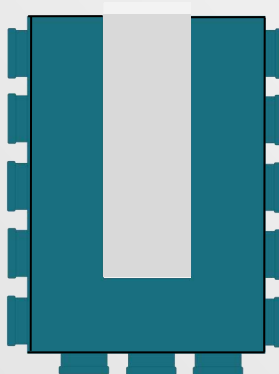
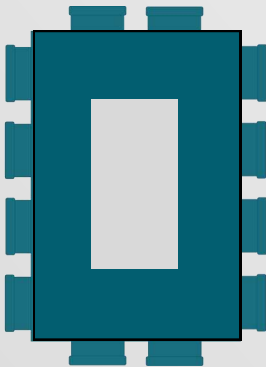
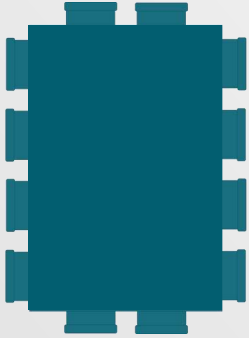
## CONFERENCES & CORPORATE HOSPITALITY



*"Your business, safe in our hands"*



## LAYOUT OPTIONS



## FACILITIES

- ◆ OHP & Screen
- ◆ Digital Sound & Lighting System
- ◆ Cordless Microphones
- ◆ Air Conditioning
- ◆ Complimentary Wi-Fi throughout the hotel
- ◆ Exhibition Display Board (6 Panel)
- ◆ Portable Staging Units
- ◆ Lectern
- ◆ Flipchart Equipment
- ◆ 21 En-suite Boutique Style Guest Rooms
- ◆ Restaurants & Bars

## LAYOUT STYLE & NUMBERS

	OISIN	L. CAIRLINN
Length & Width (m)	12 x 15m	8.5 x 4.5m
Ceiling Height (m)	2.8m	3.1m
Classroom Capacity	50	24
Theatre Capacity	200	40
Boardroom Capacity	50	18
U Shaped Capacity	40	18
*Banquet Capacity	180	38
Registration Facilities	Yes	Yes

*\*Table Plan subject to number of delegates.  
Please speak to our Conference Manager.*



## REFRESHMENTS

### MORNING & AFTERNOON REFRESHMENTS

Tea & Coffee

Tea, Coffee & Homemade Shortbread

Tea, Coffee & Tray Bakes

Tea, Coffee, Freshly Baked Scones, Preserves and Fresh Cream

Tea/Coffee, Bacon Rolls

### LIGHT LUNCH

Tea, Coffee, Homemade Soup and Assorted Sandwiches

### HOT FORK BUFFET

Choice of 2 Main Courses and 2 Side Dishes

Choice of 2 Main Courses, 2 Side Dishes, 1 Dessert

Choice of 2 Starters, 2 Main Dishes, 2 Side Dishes, 1 Dessert

*All Above served with Tea & Black Coffee.*

*Choice of Hot Dishes; Chicken a La King, Beef Stroganoff, Chicken or Beef Curry, Peppered Steak Pieces. Served with Boiled Rice & Potato Dish.*

### SPECIAL DINNER MENU

4 Course Dinner Menu

### BESPOKE GOURMET MENU

Our Head Chef will be pleased to tailored a menu to compliment your event.







## CORPORATE FACILITIES

### THE OISIN SUITE - up to 200 delegates

A fully equipped conference suite which is situated on the ground floor with bar and toilet facilities en-suite. The facility offers a full range of technology to accommodate Windows and Apple devices plus a digital sound and mood lighting system in addition to cordless microphones. Registration and display facilities available at entrance area to suite. Full wheelchair accessibility. 21 En-suite boutique style guest rooms with special B&B rates available for corporate guests. Complimentary Wi-Fi available throughout the hotel.

### THE LOUGH CAIRLINN SUITE - up to 40 delegates

This smaller suite commands a spectacular panoramic view of Carlingford Lough and the Mourne Mountains. It is situated on the first floor with lift and wheelchair access. It is ideal for corporate or closed business meetings, interviews, training or private dining.

### THE WHISTLEDOWN HOSPITALITY TEAM

We will meet and greet your delegates on arrival and direct you to your private suite. The hotel aims to balance attentiveness with discretion and our staff will be available to assist with any requirements you may have.

For availability and details on conference facilities, or to arrange a viewing appointment, please contact our Hospitality Team on (028) 4175 4174 or [info@thewhistledownhotel.com](mailto:info@thewhistledownhotel.com)



**The Whistledown Hotel**

6 Seaview Warrenpoint Co down BT34 3NH

[www.thewhistledownhotel.com](http://www.thewhistledownhotel.com) E: [info@thewhistledownhotel.com](mailto:info@thewhistledownhotel.com)

**T: (028) 4175 4174**

*Finn's*  
bar & pizzeria

*Whistledown*  
bistro





## **Policy for all bookings:**

We will request credit card /debit card number and expiry date to secure all conference bookings. We will only use this card in the event of a late cancellation.

## **Policy for cancellation of Conference Suite & Guest Rooms on the same day as booking:**

No charge.

## **Policy for Cancellation Conference Suites:**

Cancellation 48 hours prior to event - No charge.

Cancellation less than 48 hours prior to event. Full Room Hire charge will apply.

## **Policy for a booking of 1-5 guest rooms:**

The cancellation notice is 24 hours prior to the check-in time on the date of arrival, otherwise a full night's charge will apply as compensation for financial loss.

For example if you have booked for Saturday you must cancel before Friday **not on Friday**.

## **Policy for a booking of 6-10 guest rooms:**

For cancellations up to 1 week before your arrival a cancellation penalty of 50% of the original value will be charged. This is defined as being before 3pm (the hotel's check-in time) 7 days before you are due to stay.

## **Policy for a booking of 11-21 guest rooms:**

For cancellations up to 21 days before your arrival a cancellation penalty of 30% of the original value will be charged. Thereafter for cancellation within 14 days of arrival there will be a cancellation penalty of 50% of the original value charged. For cancellation within the 7 day period a 70% penalty of the original value will be charged. This is defined as being before 3pm (the hotel's check-in time) 21 days before you are due to stay.