



Conference and Events





Conferencing at the Glasgow Pond...

Your conference requirements are the most important thing to you when planning an event. At the Glasgow Pond Hotel the team have taken the right steps to ensure that you will receive the right solution for your specific needs. You have a choice of meeting rooms which range from small intimate board rooms to large conference rooms to accommodate larger events.

Generous free on-site parking and great road access, frequent public transport and complimentary wifi throughout, along with modern and vibrant interiors and a friendly welcome, all make for the perfect venue choice.

In our experience delegates are more than happy with great food and comfy chairs. The team at the Glasgow Pond Hotel strives to provide you with excellent service. You will work with a dedicated Conference Co-ordinator to make all your arrangements. With a flexible and creative approach to menu planning and meeting arrangements, your dedicated conference co-ordinator will help you choose the ideal selection for your event. There's also a Conference Host on hand throughout the event to meet with your every need.

Please don't delay and let us quote for your next event! We look forward to working with you very soon.....



Day Delegate Package...

What's on offer?

- Use of meeting room
- 3 tea and coffee servings
- Choice of working buffet or two-course lunch in the Brasserie
- Complimentary LCD, stationary and flip chart
- Complimentary car parking
- Free Wi-Fi
- Key city location only minutes from the major road network and easily accessible by public transport
- Rewards for the booker

24 Hour Delegate Package ...

24 Hour Delegate package includes the following:

- Day delegate
- Three course evening meal served in restaurant
- Overnight accommodation in a superior bedroom
- Full cooked Scottish Breakfast



Flexible Meeting Space...

The team at the Glasgow Pond appreciate that your event may not be suited to a Day Delegate rate. Not every event lasts all day and includes all catering. Flexible meeting space can be booked on request with room hire rates by the hour are available along with evening and weekends rates. Please ask for more details on booking flexible meeting space.

Meet at the Pond and you have the flexibility to book the space that you need! Whether it's a local club meeting, AGM, networking breakfast or evening informal gathering or just a private space for a ½ hour interview room, then choose one of the Ponds many meeting spaces to ensure that everything goes to plan!

Evenings & weekends...

Please ask for details on reduced Delegate and room hire rates for evening and weekend meetings.



Additional Refreshments...

Tea, coffee and biscuits	£2.75 per person per serving
Tea, coffee and pastries	£3.25 per person per serving
Tea, coffee and Bacon Baps	£6.00 per person
Lunches	from £9.20 per person

Av Equipment...

Flipchart and pens	£15.00 each
TV and Video	£60.00 hire
LCD Projector	£87.00 hire
Laptop	£150.00 hire

If your event requires any additional services not mentioned above, please ask your dedicated Conference Co-ordinator for further information and rates.



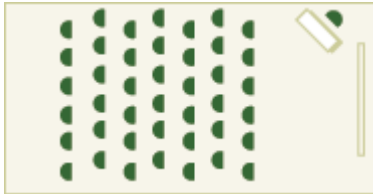
Room Dimensions...

The Glasgow Pond Hotel provides a choice of four meeting rooms:

SUITE	FLOOR AREA (sq m)	DIMENSIONS (m)	CEILING HEIGHT (m)
Kelvin	124	12.8 x 9.7	2.7
Shelley	55	9.7 x 5.7	2.4
Western	33	6.4 x 5.1	2.4
Mallard	20	4.9 x 4	2.4

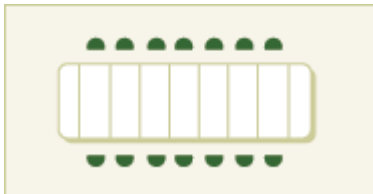


Capacities...



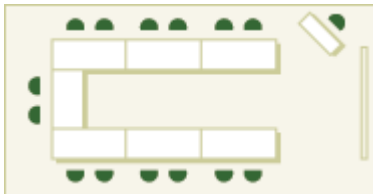
THEATRE STYLE

Kelvin Suite	130 delegates
Shelley Suite	60 delegates
Western Suite	40 delegates
Mallard Suite	15 delegates



BOARDROOM STYLE

Kelvin Suite	40 delegates
Shelley Suite	26 delegates
Western Suite	22 delegates
Mallard Suite	10 delegates

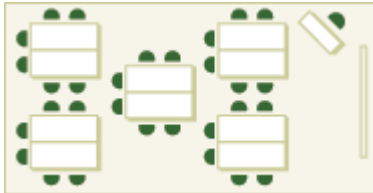


U-SHAPE STYLE

Kelvin Suite	50 delegates
Shelley Suite	30 delegates
Western Suite	20 delegates
Mallard Suite	6 delegates

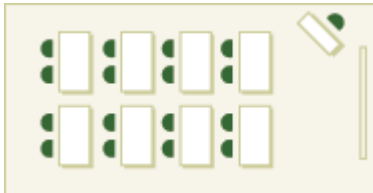


Capacities...



CABARET STYLE

Kelvin Suite	70 delegates
Shelley Suite	30 delegates
Western Suite	20 delegates
Mallard Suite	N/A



CLASSROOM STYLE

Kelvin Suite	80 delegates
Shelley Suite	25 delegates
Western Suite	15 delegates
Mallard Suite	N/A



Contact Details...

Theresa McRitchie
Conference and Event Sales Manager

Email: conferencesales@pondhotel.com
Tel: 0141 307 1457
Fax: 0141 334 3846

Glasgow Pond Hotel
Great Western Road
Glasgow G12 0XP

Tel: 0141 334 8161
Fax: 0141 334 3846
Web: www.glasgowpondhotel.com