

*elegant. relaxed. comfort.*



# WE MAKE MEETINGS EASY

## DAY DELEGATE RATE

*Dedicated Conference Host*

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*Conference Room Hire*

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*Paper Pads, Pens, Name Cards & Sweets*

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*Toolbox of Essential Office Equipment*

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*LCD Projector & Screen*

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*Complimentary High Speed Internet*

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*Direct Call Button for Assistance*

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*Complimentary On-Site Parking for All Delegates*

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*2-Course Lunch at our On-Site Restaurant or  
Working Buffet Lunch Outside Your Meeting Room*

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*Coffee, Decaffeinated Coffee, Assorted Teas & Snacks*

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*Assorted Seasonal Fruit Bowl*

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*Afternoon Cake*

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*In-Room Water Cooler*

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## 24 - HOUR RESIDENTIAL RATE

Includes all of the above in addition to the following:

*Dinner in our On-Site Restaurant*

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*Overnight Accommodation*

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*Full English Breakfast*

## THE IDEAL SETTING FOR MEETINGS & GROUP ACCOMMODATIONS

Elegant, sleek, and modern, Sandman Signature London Gatwick Hotel is four-star hospitality at its best. Our hotel features six main newly refurbished conference rooms available for hosting meetings or conferences of up to 250 delegates and flexible meeting space for comfortable break-out areas.

Our experienced staff will meet your highest expectations with meeting room set-up and specifications. A dedicated Sales Executive will handle all your booking enquiries, our friendly Operations Team will look after your event, and a Conference Host will be your on-site contact to ensure your event is a success.

All meeting packages include use of our meeting rooms, coffee, a working lunch, complimentary on-site parking for each delegate, and more!

**When making a booking, please ask for our meeting rates. For more information, please contact our Conference & Events Team at Tel: 01293 846701 Email: [meetings\\_gatwick@sandmanhotels.co.uk](mailto:meetings_gatwick@sandmanhotels.co.uk)**

**Room hire packages are available upon request.**

Terms & Conditions: Packages include all service charges and VAT. Special cancellation and deposit policies apply and may vary per contract. Subject to availability. Some restrictions may apply.

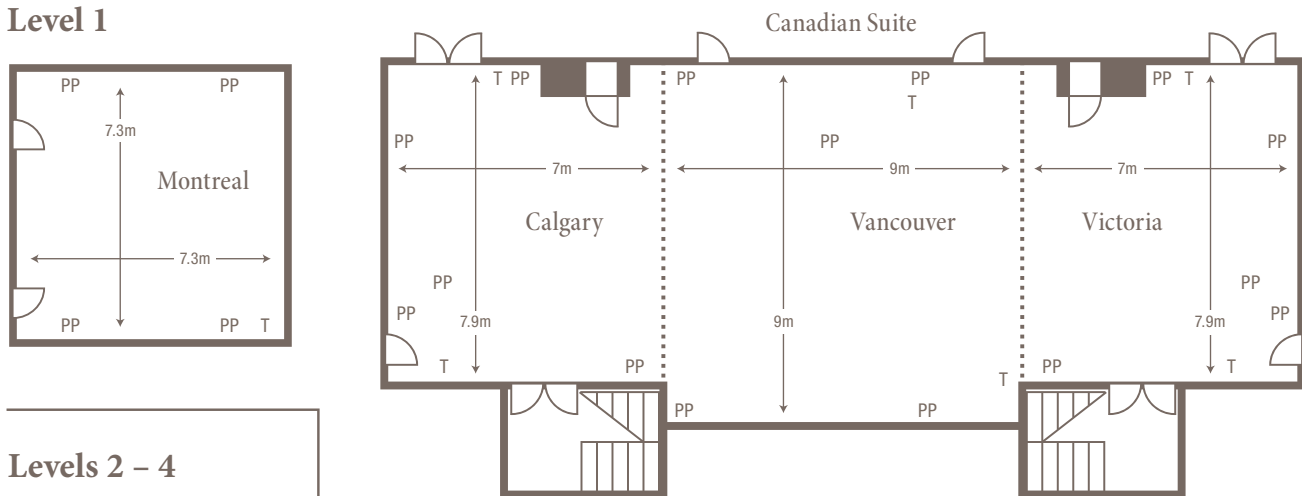
# MEETING & CONFERENCE FACILITIES ROOM CAPACITY CHART

Room	Size in Metres	Square Metres	Capacity (number of people)							
			Theatre	Classroom	U-Shape	Boardroom	Cabaret	Reception / Buffet	*Banquet	*Dinner Dance
Montreal	7.3 x 7.3	53.3	50	30	18	24	28	60	40	-
Canadian Suite	7.0 x 7.9 9.0 x 9.0 7.0 x 7.9	191.6	200	110	-	-	98	250	160	150
Calgary	7.0 x 7.9	55.3	50	30	18	24	28	60	40	-
Vancouver	9.0 x 9.0	81.0	100	50	30	40	42	120	60	-
Victoria	7.0 x 7.9	55.3	50	30	18	24	28	60	40	-
Winnipeg	6.3 x 3.4	21.4	-	-	-	10	-	-	12	-
Toronto	7.5 x 3.4	25.5	-	-	-	12	-	-	12	-
Syndicate Rooms	5.3 x 3.8	20.1	-	-	-	3	-	-	-	-

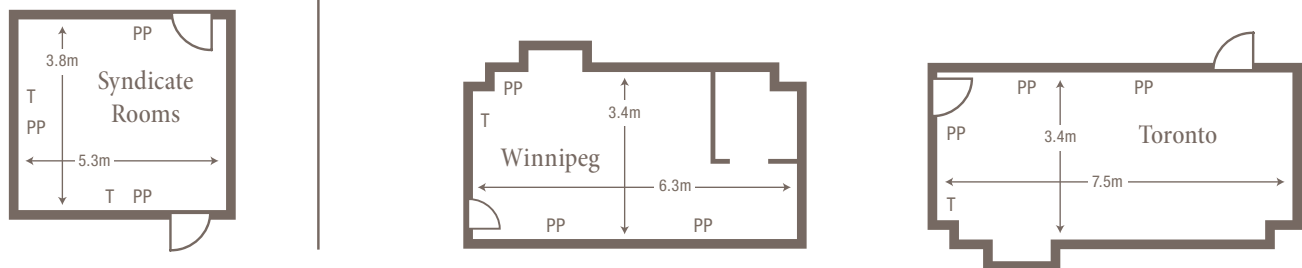
\*Banquet & Dinner Dance are based on 10 rounds, 10 people per table. All capacity numbers are strictly guidelines. Maximum capacities will adjust based on additional tables, staging, dance floor, and/or audio visual requirements.

## FLOOR PLANS

### Level 1



### Levels 2 - 4



PP – Double Power Point (Electrical Socket)  
T – Telephone