

The logo for Swansea Bay Towers Hotel & Spa, featuring the name in a stylized, cursive font.

THE TOWERS HOTEL & SPA

Ashleigh Terrace, Jersey Marine, Swansea Bay, SA10 6JL.

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**Dear Guest,**

Thank you for your recent conference enquiry. Please find enclosed details of our conference and hotel facilities. The Towers Hotel & Spa has a variety of conference rooms made to suit a selection of varying needs and budgets, along with great value day delegate rates and 24-Hour overnight delegate packages.

The Towers Hotel & Spa is situated within two-acres of landscaped gardens, and is located two minutes off, Junction 42 off the M4 and only minutes from Swansea University, Rail Service, the Marina and Swansea City Centre. The hotel has the added benefit of ample car parking, and Wi-Fi, both free for your use and convenience.

Further, the hotel boasts 70 en-suite bedrooms unrivalled in comfort and style, along with a variety of luxury suites, designed with the business guest in mind. The full leisure complex and luxury spa facilities at the hotel are an added attraction for any busy professional, and can prove to be a welcome amenity at the end of a hard day or busy conference.

Our award winning Victorian Tower has three luxury guest suites and one small conference facility, perfect for smaller business gatherings and functions requiring privacy for meetings.

You can be assured that our efficient conference and events team will do everything possible to make your business meeting successful and your stay at the hotel as comfortable as possible.

Should you require further information or would like to plan a visit to the venue, or call to discuss dates and availability, please contact the Conference & Events Department at the hotel on **01792 814155**.

**Kind Regards,**

*Conference & Events Team*

[www.thetowershotel.co.uk](http://www.thetowershotel.co.uk)

## **Day Delegate Package from £32.00 per person**

*(Minimum 10 delegates)*

### Includes:

- Conference Room Hire
- Data Projector
- Stationary - Paper & Pencils
- Flipchart & Pens
- Mints on Table for Conference
- Assorted Cordials with Chilled Water
- Tea/Coffee on Arrival
- Buffet Lunch served with Tea/Coffee (*Buffet Menu options 1, 2 or 3*)
- Tea/Coffee later in the afternoon served with Biscuits
- Complimentary car parking at the hotel
- Free Wi-Fi service
- Free Parking

## **24-Hour Delegate Package from £130.00 per person (Standard Room) £140.00 per person (Superior Room)**

*(Minimum 10 delegates)*

### Includes:

- Conference Room Hire
- Data Projector
- Stationary – Paper & Pencils
- Flipchart & Pens
- Mints on Table for Conference
- Assorted Cordials with Chilled Water
- Tea/Coffee on Arrival
- Buffet Lunch served with Tea/Coffee (Options Buffet Menu 1, 2 or 3)
- Tea/Coffee later in the afternoon served with Biscuits
- Two-Course Limited Dinner
- Overnight Accommodation in a luxury bedroom
- Full Welsh Breakfast
- Complimentary use of the Towers Hotel leisure facilities
- Complimentary car parking at the hotel
- Free Wi-Fi service
- Free Parking

## **Conference Facilities**

### **Captain Evan Evans Room**

This conference room is located in the main block of the hotel and is perfect for meetings and conferences, as the room benefits from natural daylight, is fully air-conditioned and has all the equipment required to conduct a professional business meeting or seminar.

<b>Room Set-Up</b>	<b>Theatre</b>	<b>Boardroom</b>	<b>Classroom</b>	<b>Cabaret</b>	<b>Dining</b>
	<b>70</b>	<b>20</b>	<b>40</b>	<b>50</b>	<b>5 Tables of 10</b>

**Room Dimensions - 39FT X 23FT**

### **Fox Talbot Room**

Located next to the Captain Evan Evans Room in the main block of the hotel, this conference room is perfect for meetings and conferences, as the room benefits from natural daylight, is fully air-conditioned and has all the equipment required to conduct a professional business meeting or seminar.

<b>Room Set Up</b>	<b>Theatre</b>	<b>Boardroom</b>	<b>Classroom</b>	<b>Cabaret</b>	<b>Dining</b>
	<b>40</b>	<b>16</b>	<b>16</b>	<b>N/A</b>	<b>N/A</b>

**Room Dimensions - 23FT X 25FT**

### **Penderyn Lounge**

Despite functioning as the hotel's resident's bar during the evenings, the Penderyn Lounge may also be hired for private functions. The room is modern and contemporary, with Wi-Fi connectivity. It is fully air conditioned and benefits from its own bar area. This room is suitable for a variety of uses, including conferences, private functions and a relaxing breakout area from other conference rooms. (Room as staged, holds approximately 90-100 patrons.)

<b>Room Set Up</b>	<b>Theatre</b>	<b>Boardroom</b>	<b>Classroom</b>	<b>Cabaret</b>	<b>Dining</b>
	<b>20</b>	<b>18</b>	<b>24</b>	<b>N/A</b>	<b>40</b>

## **The Tower Boardroom**

As the name suggests, this naturally lit room is situated in our Victorian Tower and is perfect for the smaller meetings and conferences, requiring privacy.

<b>Room Set Up</b>	<b>Theatre</b>	<b>Boardroom</b>	<b>Classroom</b>	<b>Cabaret</b>	<b>Dining</b>
	<b>N/A</b>	<b>8</b>	<b>N/A</b>	<b>N/A</b>	<b>8</b>

## **The Function Suite**

The largest of all our rooms, the Function Suite can be used for a variety of uses, including private functions, larger conferences, trade shows and exhibitions. The room benefits from plenty of natural daylight, is fully air conditioned and has its own bar area and dance floor.

<b>Room Set Up</b>	<b>Theatre</b>	<b>Boardroom</b>	<b>Classroom</b>	<b>Cabaret</b>	<b>Dining</b>
	<b>100</b>	<b>* Call</b>	<b>* Call</b>	<b>200</b>	<b>200</b>

**Room Dimensions- 11.50M X27.40M- Height 17FT (37ft x 89ft)**

**Dance Floor Dimensions- 23.6ft (l) x 31.7ft (w)**

**Back Wall Area- 31.7ft**

*\* Call the hotel, for further details.*

### **Equipment in Rooms (Included in Room Hire Cost)**

Power point presentation equipment

Screen

Video/DVD

PA System (with the exception of Tower Boardroom)

Flipchart

Free Wi-Fi

### **Additional Equipment available**

Extra Flipcharts & Pens

OHP

### **I.T. Room**

Full internet access / Email

Fax Services / Photocopying (Chargeable)

## Conference Room Hire Rates

Room	Day	Half Day/Evening
Captain Evan Evans Room	£150.00	£100.00
Fox Talbot Room	£150.00	£100.00
Tower Boardroom	£150.00	£100.00
Penderyn Lounge	£150.00	£100.00
Function Suite	£150.00 - £500.00	£150.00 - £400.00

- Rates are calculated depending on room, time required and the number of delegates. Day rates are based on 8.00am – 5.00pm usage. Hours outside of these are priced on application. Evening rates are based on a 6.00pm – Midnight basis.

## Accommodation Rates

Standard Room (Single Occupancy)	£90.00
Standard Room (Double Occupancy)	£100.00
Superior Room (Single Occupancy)	£110.00
Superior Room (Double Occupancy)	£120.00
Junior Suite	£150.00
Deluxe Suite	£175.00 - £250.00

\* Rates quoted are inclusive of full welsh breakfast and full use of the leisure facilities. Special rates are available for delegates, to include an evening meal. Rates based on mid-week availability. Please ask the Conference Team for further details.

## **Our Menu Selection**

For conferences, we offer an extensive selection of menus, which can be tailored to individual business requirements and budgets.

Selections of our lunch menus are enclosed to provide you with a taste of what is available, together with a copy of our buffet selections. We are able to offer bespoke menus and we can tailor make menus for specific requests and requirements.

**Please make staff aware of any allergies or dietary requirements  
as food may contain allergens!**

### **Buffet Menu 1 - Hot Rolls**

#### **Selection of one per person:**

Slow Roast Silverside of Beef  
Stuffed Pork Loin  
Welsh Pork Sausages  
Prime Beef Burgers  
Vegetarian Sausage  
Falafel

Served in Assorted Artisan Bread Rolls, with Hand Cut Fries or Spiced Wedges with Garden Salad and Coleslaw

**£12.75 per delegate**

### **Buffet Menu 2 - Healthy Option Buffet**

Vegetable Crudites Served with a Salsa dip (v)  
Bite Size Wraps with Various Fillings (v)  
Falafel and Houmous and Pita Bread  
Teriyaki Chicken & Coriander Rice  
Spicy Potato Wedges (v)  
A Selection of Yoghurts  
A Selection of Fresh Fruit

**£12.75 per delegate**

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as food may contain allergens!**

### **Buffet Menu 3 – Spud Stop**

Why not opt for a healthy lunch with a Jacket Potato, with a selection of toppings and served with Garden Salad and Coleslaw.

Select 3 options from the choices listed below:

*(v) Indicates vegetarian option*

- Grated Cheddar Cheese & Baked Beans (v)
  - Chilli Con Carne
  - Tuna Mayonnaise
  - Prawn Mayonnaise
  - Chicken Curry
- Vegetarian Curry (v) (vg)

**£12.75 per delegate**

### **Buffet Menu 4– Cold Carvery**

*(Choice of two)* from the selections below:

Honey Roast Ham

Roast Beef

Roast Pembrokeshire Turkey

Served with an assortment of salads, Coleslaw, Pasta, New Potatoes,  
A Selection of Mixed Green Salads with Fresh Bread Rolls

**£15.50 per delegate**

**For a two Course Carvery (Main & A Selection of Desserts)**

**£19.50 per delegate**

### **Other Meal Options**

Full Welsh Breakfast

**£10.95 per delegate**

Full Welsh Breakfast including Danish Pastries and Toast & Preserves,

**£15.00 per delegate**

Breakfast Rolls

Bacon / Sausage (vg) / Fried Egg (v)

**£5.95 per delegate**

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**Conference Set Menu**

*(Served in the restaurant only)*

**One Course - £15.95 per delegate**

**Two Courses - £20.95 per delegate - with a selection of desserts**

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*8oz Chargrilled Sirloin Steak with a creamy  
Peppercorn Sauce*

*£5.00 Supplement*

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*Grilled Garlic & Thyme Chicken served with  
Tomato, Mushrooms and Hand Cut Chips*

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*12oz Gammon Steak served with Egg, Pineapple  
and Hand Cut Chips*

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*Battered or Grilled Fillet of Cod with  
Lemon infused Butter*

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*Towers Chicken Curry with Steamed White Rice  
& Poppadoms*

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*Penne Pasta Arrabiata with Garlic Bread Slice  
(v)*

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*Vegan Rainbow Bake (v) (vg) - A variety of  
vegetables bound together with Cashew Nuts,  
Tomatoes, Beetroot, Cranberry & Chick Peas*

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### **Tea/Coffee**

One Serving of Tea/Coffee - £2.50 per delegate  
Two Servings of Tea/Coffee - £4.00 per delegate  
Three Servings of Tea/Coffee - £6.00 per delegate  
Four Servings of Tea/Coffee - £7.75 per delegate

Large Bottles of Still or Sparkling Water - £3.95 Each

Jugs of Squash - £5.00 (*enough for 4 people*)  
Jugs of Orange Juice - £6.50 (*enough for 4 people*)  
Bottles of House Wine from - £19.50

### **Additional Extras**

Pastries - £4.50 per delegate  
Toast & Preserves - £2.95 per delegate  
Breakfast Rolls - £5.95 per delegate  
Biscuits – £0.50p per serving per delegate  
Welsh Cakes - £1.50 per serving per delegate

Tuck Shop Treats

Joe Ice Cream - £3.00  
Chocolate - £1.00  
Crisps – £1.00

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### **Business Support Services**

Black & White Photocopies - £0.20 per sheet  
Colour Photocopies - £0.50 per sheet  
Fax Service - £0.20 per sheet

The information contained within this brochure is designed to give you an indication of what we are able to offer, but please be aware that the Conference & Events Team at the hotel are available to discuss your individual requirements to ensure that we can provide you with a package that best suits your needs and budget.

**Please contact the Conference & Events Team directly at the hotel on  
01792 814155, and they will be happy to help you further.**

**Website: [www.thetowershotel.co.uk](http://www.thetowershotel.co.uk)**

## **The Towers Hotel & Spa – Location**

Conveniently situated just a few minutes from Junction 42 off the M4 in scenic Swansea Bay, the Towers Hotel & Spa is equidistant between both Cardiff International and Swansea airports. Both bus and rail networks are also conveniently located only 10 minutes away in Swansea city centre.

The Towers Hotel & Spa is very close to thriving central Swansea and the new industrial developments at Baglan Energy Park, Llandarcy and the SA1 development. For our guests with the luxury of some spare time to explore, the stunning beaches and cliffs of the Gower Peninsula are within easy distance, as are the beautiful Brecon Beacon Mountains. Other local attractions include several top golf courses, Swansea's pretty waterfront area, the National Waterfront Museum and the Afan Forest Park, regularly voted one of the world's top 10 mountain-biking destinations.

## **DIRECTIONS – How to Find The Towers Hotel & Spa**

Leave the M4 for Swansea at Junction 42 and join the A483  
Turn right at first roundabout  
We're at the first turning on the left on the B4290

