

Planning your Conference or Meeting

For more information or to book - call our Conference Co-ordinator Desk
on 01904 625082



Thank you for considering the Dean Court as your venue. We would be delighted to show you around the Hotel's facilities without obligation.

Why choose the Dean Court?

We know how important a task you have in selecting the right venue for your Conference or Meeting and how crucial it is that things run smoothly throughout.

Here at the Dean Court you will find experts on hand ready to assist with your arrangements and ensure that you are served punctually and unobtrusively by friendly and willing staff.

A major 3-year re-furbishment programme, of virtually the whole Hotel, was completed in 2006 making the Dean Court the city's most stylish and Contemporary Hotel—with facilities to match the needs of today's clientele
All bedrooms are non-smoking, apart from a few Standard Twins and Standard Doubles

*Throughout bedrooms and public rooms, the elegant and stylish Contemporary themes have stunning architectural design features and all public areas are now air-conditioned. **The hotel is WI-FI and secure plug-in HSIA enabled throughout** (charges may apply)*

The Restaurant too was refurbished and re-launched as DCH. Also air-conditioned, it offers a relaxed atmosphere, superb food (2 AA Rosettes) and stunning Minster views. Brand new in April 2005 was THE COURT – the hotel's Café-Bistro & Bar, a great addition to the eating experience.

Room Hire and Delegate Rates

Delegate Rates

based on a minimum of

4 Delegates in Ellen Best Room & 12 Delegates in McLeod Suite

Please see the **Terms and Conditions** at the end of this brochure.

For Conferences /Meetings for less than 4 delegates. Please see Room Hire only Rates

24 Hour Residential

£155 inc. VAT
Single room

£185 inc. VAT
Single occupancy of Small Double

£130 inc. VAT
per delegate sharing twin/double

All bedrooms are non-smoking, apart from some Standard Twins and Standard Doubles

Including:-

Overnight en-suite accommodation
Full Yorkshire Breakfast
Fresh fruit bowl in Conference room
Unlimited range of hot beverages
Morning biscuits & cookies
Conference lunch (see enclosed)
Afternoon home-baked scones cream and jam
3 course dinner (choice of 4 dishes at each course)
Conference room hire
Pencils, squash, water, mints

FULL Daily Delegate Rate:

Including:-

£42 inc. VAT per Delegate (Min. no.s apply)
Unlimited range of hot beverages
Fresh fruit bowl in Conference room
Morning biscuits & cookies
Conference lunch (see enclosed menus)
Afternoon home-baked scones cream and jam
Conference room hire
Pencils, squash, water, mints

BUDGET Daily Delegate Rate:

£36 inc VAT per Delegate (Min. no.s apply)

No lunch included. THE COURT Café-Bistro menu offers a wide range of hot and cold snacks from £4.75

Also included in all Rates:

Overhead projector, Screen, Flipchart and pens, Name cards - Tool kit.

A Data Projector is available on the premises at reasonable hire rates

Conference Buffets

Fork Buffet

£12 (included in delegate rates)

Dressed cold salmon
with mayonnaise

Honey baked Yorkshire ham
with peach chutney

Coronation Chicken
with a light curry dressing

A selection of salads and potatoes

plus

One choice of the following hot dishes each of which is served with savoury wild and basmati rice

Sautéed Chicken in Cajun spices

Braised beef in red wine
with mushrooms, baby onions and bacon lardons

Strips of pork
with sherry, peppers and cream

Stir-fry of turkey
with Chinese vegetables and honey and soy sauce

** ** *

Lemon Posset
with white wine and cream

Finger Buffet

£10 (included in delegate rates)

Pastry Bouchees
with ham, celery and walnuts

Home-made savoury flan

Goujons of chicken tempura
crisp fried in a light batter and
assorted with a spicy dip

Cornets of ham
filled with cream cheese and
pineapple

Our own pizza slices
served warm

Open sandwiches
with a variety of toppings

** ** *

Traditional Bakewell pie

Fruit tartlets
with fresh seasonal fruit

Coffee

Choose either of these Buffet Lunches which are included in the Conference rates. A three course lunch with coffee is available at a supplement of £5.50 per person and can be pre-ordered at morning coffee time. We aim to serve 3 courses and coffee within one hour.

Vegetarians : Please advise us if/how many guests require vegetarian food - as we adapt the above menus accordingly.

Please help us to serve you quickly by pre-ordering any drinks that may be required with the lunch, i.e. jugs of fresh orange juice £7.50 (5-6 glasses), mineral water £3 per large bottle, or beers and wines as priced in the bar.

General Information

The Dean Court has 37 guest rooms and 2 rooms for conferences. All bedrooms are fully equipped as would be expected of a 3-star Highly Commended Hotel.

Other facilities include the D.C.H the Restaurant, Lounge and Cocktail Bar areas and The Court Café-Bistro & Bar (opened April 2006).

All ground floor public areas are air-conditioned. WI-FI throughout the Hotel (charges may apply)

Leisure

When the business is over, delegates will be spoilt for choice. York is the the UK's top destination outside London and is a 'Mecca' for entertainment and places of interest. Arrangements can be made by the Duty Receptionist, who will be glad to assist with every aspect of your plans.

Places of Interest

York Minster and Chapter House*
National Railway Museum* (free entry)
Cliffords Tower*
York Dungeon*
The Shambles*
Day and Evening Cruise*
Grand Opera House*
Newby Hall
Castle Howard
Rievaulx Abbey and Terrace
North Yorkshire Moors and Steam Railway.

Jorvik Viking Centre*
Castle Folk Museum*
Fairfax House*
Art Gallery*
Treasurers House*
Theatre Royal*
Original Ghost Walk*
Yorkshire Dales
Benningborough Hall
Bronte Country

*Within walking distance

In House After Dinner Entertainment.

The Dean Court can arrange for:

Musical performances

Ghost Stories by Candlelight

A Humorous look at York with York's famous Town Crier

Ghost Walks

Full details are available on request.

Sport

Nearby are five excellent Golf Courses including the Internationally known Fulford Golf Club. There are facilities for riding, swimming, badminton and several keep-fit centres, and York's famous racecourse is one of seven within a short drive of the Hotel.

Just Like Clockwork!



Everyone at the Dean Court appreciates that PUNCTUALITY and EFFICIENCY are imperative to the smooth running of your Conference or Meeting and therefore we are delighted to make the following commitments to you, the organiser. We will be **reliable!**

Refreshments to be served at the precise time required.

Equipment installed and tested on the first day prior to arrival.

Lunch served at the right time or within 15 minutes if schedule changes.

Instant response to telephone calls or other requests during the day

A suitable reduction from the account if there are breakdowns in services.**

Bringing any messages/faxes to the room (if requested) within 10 minutes

Liaison with Duty Manager or key staff who'll be on hand at all times

Every special or extra request to be treated with priority at all times possible
i.e (i.e photocopying, secretarial requirements, extra refreshments.)

**Excluding situations out of the Hotel's direct control

Room Hire Only Rates

Please call us for Room Hire only rates

Please see our Daily Delegate and 24-hour rates which offer comprehensive packages.

We regret that the facilities at the Dean Court are not suitable for Trade shows, most exhibitions and Sale days.

Having such an enviable city centre location, in the shadow of York Minster, does have the odd drawback!

Car-parking is inevitably limited so may we advise you to inform all non-resident delegates of the two nearby Pay and Display car parks, both within a few minutes walk of the Hotel. (Directions can be given on arrival).

The hotel does have limited parking in its own secure car-park at a cost of £5 per day. Spaces must be reserved in advance and are subject to availability.

We are pleased to offer one free space in the Hotel residents' car park and a valet parking service for your chief guest or presenter. It would greatly assist us if you could advise us of this person's name in advance



How to Reach us

York is easily accessible from most areas of the UK and has fast rail and road links.

The Dean Court is located in Duncombe Place directly opposite majestic York Minster and is easily reachable via Bootham, High Petergate or Station Road - Lendal Bridge

		APPROX DRIVE TIMES	RAIL TIMES
Railway Station	Half mile (10 min, walk)	5 minutes	
York Racecourse	3 miles	15 minutes	
Leeds	24 miles	45 minutes	30 minutes
Harrogate	25 miles	55 minutes	40 minutes
Scarborough	40 miles	50 minutes	60 minutes
Hull	38 miles	60 minutes	60 minutes
Bradford	30 miles	75 minutes	50 minutes
Manchester	68 miles	90 minutes	90 minutes
Sheffield	60 miles	75 minutes	60 minutes
Birmingham	135 miles	210 minutes	150 minutes
London	213 miles	240 minutes	114 minutes
Newcastle	92 miles	105 minutes	90 minutes
Thirsk	35 miles	45 minutes	45 minutes
Edinburgh	197 miles	270 minutes	150 minutes
Glasgow	215 miles	220 minutes	200-225 minutes

DEAN COURT
CONFERENCE AND MEETING
TERMS & CONDITIONS

IF YOU ARE FORCED TO CANCEL

Cancellations can be very costly for a hotel. To keep prices competitive, Dean Court has a cancellation policy.

For cancellations made over 3 weeks before the date of the Conference or Meetings no charges will be made.

Cancellations made within 3 weeks before the date of the Conference or Meeting will incur a cancellation charge of 25% of the total booking value, including any accommodation.

In every case, if the hotel is able to re-let for a similar number of delegates there will be no charge.

PAYMENT TERMS

Unless you have established account facilities with the hotel a deposit of 10% of the total booking value may be charged on confirmation with a further 40% due 10 days before the event.

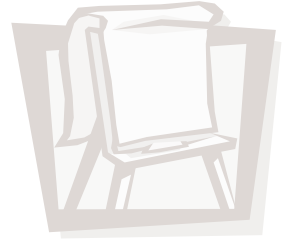
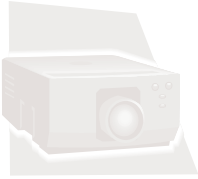
If you do have account facilities, the amount is due for payment 28 days after the invoice date.

GENERAL

It is agreed that you are not acting on behalf of someone else.

Any equipment or item specifically requested by you will be charged to your account.

Equipment Hire Charges



	Room Hire Only Rates	24hr/Day Delegate Rates
Flipchart & Pens	£10	Inclusive
TV/Video	£35	£15
TV	£20	£10
Video	£20	£10
Overhead Projector & Screen	£25	Inclusive
Screen Only	£10	Inclusive
LCD	£50	£30