



# Events and Meetings Beyond Expectation



**MANDOLAY**

One Unique Hotel  
Infinite Possibilities





# One Unique Hotel Infinite Possibilities

An Exceptional AA 4 Silver Star Hotel in the Heart of Guildford, independently owned, The Mandolay is one of the largest Event Venues in Surrey with the capacity and the expertise to host events of all kinds from an intimate few to up to 800 guests in comfort and style. Business or pleasure, large or small, we offer infinite possibilities.

*Matthew Milliken*

Matthew Milliken Managing Director  
The Mandolay Hotel

## Events Venue

Awards of Excellence  
Best for Conference and Events

CONDÉ NAST  
johansens



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# Events and Meetings Beyond Expectation

Our in house Events team, headed by Tami Vickery, are here to help you in every conceivable way. Guiding you and, where appropriate, becoming an integral part of your Planning and Organisational team to make possible even the most creative of plans.

From business meetings and conference events to private gatherings and parties and everything in between. With a host of set up, connectivity and entertainment options including audio visual and PA systems, live music and theatre style staging, we deliver, beyond expectation, the most efficient, enjoyable and memorable experiences for each and every one of your guests and ours.

## Key features

AA 4 SILVER STAR HOTEL  
INDEPENDENTLY OWNED,  
ONE OF THE LARGEST  
EVENT VENUES IN  
SURREY

SMALL OR LARGE,  
EVERY SIZE OF EVENT  
UP TO 800 AND 500  
PEOPLE SEATED

8 STATE OF THE ART  
MEETING ROOMS

TEMPERATURE CONTROL

1GB UNRESTRICTED,  
UNLIMITED WiFi  
THROUGHOUT THE HOTEL

78 EN SUITE BEDROOMS

CAR PARKING AVAILABLE\*

\* Limited availability



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# Capacity

## Infinite Possibilities

Our 8 purpose built meeting and event spaces feature all the AV facilities you would expect from any modern 4 Star hotel and our Air Change system is the most effective room temperature control available.

Room configurations can be remarkably flexible, guaranteed by a system that is bespoke, easily operated and sound proof. We are able to seat 500 delegates, theatre style in a single span, obstruction free room and 800 guests standing.

### Suite Capacities

#### Number of People

	THE OAK ROOM	THE SURREY SUITE	THE MANDOLAY SUITE
Theatre Style	30	180	500
Classroom Style	12	60	200
Boardroom Style	24	70	100
Cabaret Style	24	110	280
U Shape	20	50	

100Mb unrestricted,  
unlimited WIFI



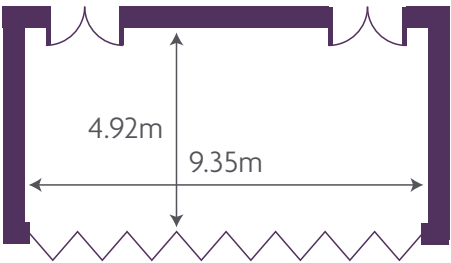


# Capacity and Floor plans

## The Oak Room

NUMBER OF PEOPLE	
Theatre Style	30
Classroom Style	12
Boardroom Style	24
Cabaret Style	24
U Shape	20

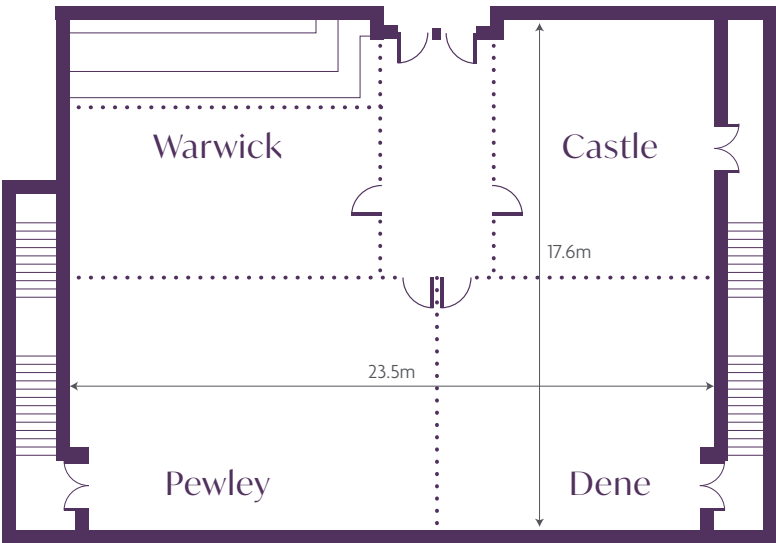
Floor area  
9.35 x 4.92m



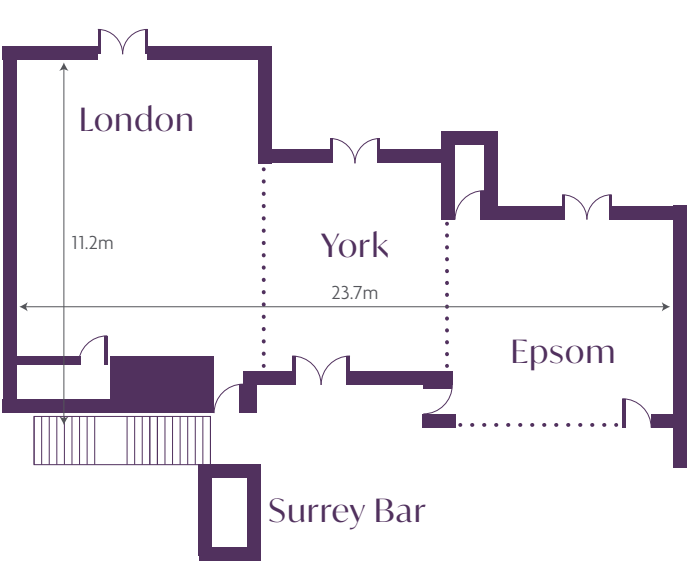
## The Mandoly Suite

NUMBER OF PEOPLE	
Theatre Style	500
Classroom Style	200
Boardroom Style	100
Cabaret Style	280
U Shape	

Floor area  
23.5 x 17.6m



## The Surrey Suite



NUMBER OF PEOPLE	
Theatre Style	180
Classroom Style	60
Boardroom Style	70
Cabaret Style	110
U Shape	50

Floor area  
123.7 x 11.2m





# Day Delegate Packages

Our **Day Delegate Packages** are charged per person and are available from 8:00am – 6:00pm

Main Function Suite Hire

Note Pads and Pens

Audio Visual Equipment

Iced Water infused with Fresh Fruit

Unlimited Tea and Coffee

Arrival of Morning Pastries and Croissants

All Day Energiser Refreshments

Hot Lunch Buffet  
served in The Grill Restaurant

Alternatively

Working Lunch Buffet of Deli Sandwiches  
served in your meeting room

Chef's Afternoon Pick Me Up

Extended and enhance to **Day Delegate Plus**  
to include Dinner, Bed and Breakfast

All the features of our Day Delegate Packages,  
**plus**

Dinner hosted in The Grill Restaurant

Double room

Full English Breakfast Buffet

The Mandolay offers a Day Delegate rate inclusive of VAT  
Minimum for a Day Delegate package is 10 attendees.



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# The Grill and Bar 36

## at the Mandolay Hotel

Assured a warm welcome and exemplary service,  
The Grill and Bar 36 are at once comfortable and elegant.

A restaurant for all seasons and all occasions, light and airy,  
with an immediate ability to transform into intimate and  
subtly lit, has both open tables and discrete booths,  
The Grill presents a simple, honest and well sourced menu,  
with quality ingredients and natural provenance at heart.

By day, Bar 36 offers a range of fine teas and Nespresso  
coffees complemented by light snacks, nibbles and hearty  
lunch options, all served at the bar or on our heated terrace.

We believe in a principle of Drink Less, Drink Better and  
encourage premium brands and perfect presentation over  
a more inclusive standard as indicated by our choice of  
Grey Goose Vodka and Star of Bombay Gin as our house  
pours and our Cocktails are the talk of the town!

Our Cuban cigar offering is second to none in Guildford,  
with a range to provide the perfect smoke, whatever  
your taste.



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# Afternoon Tea

## Pure indulgence

Afternoon Tea and Cream Tea at the Mandolay, a genuine institution and the perfect complement to private gatherings! Traditional Finger Sandwiches on Artisan Bread, Fresh Baked Buttermilk and Fruit Scones, Cornish Clotted Cream and Strawberry Preserve, assortment of seasonal Afternoon Tea Pastries and Cakes, a choice of our especially selected Grand and Flowering Teas.

Add a glass of or free flowing Prosecco to toast the occasion in style!

We offer **Gluten Free Afternoon Tea** and **Vegan Afternoon Tea**

PLEASE ADVISE OF ANY FOOD ALLERGIES  
OR INTOLERANCE AT TIME OF BOOKING





# Stay a While

## Rooms and Suites

An exceptional Four Star Hotel and Events Venue in the heart of Guildford, our individually styled Suites and Rooms each have their own unique character.

### With our compliments

Luxury toiletries in every room  
and a full Acqua di Palma range in our suites

Free access to our **Mandolay App** offering  
a selection of newspapers and magazines  
during your stay

Morning **Coffee** Service

1GB unrestricted, unlimited WiFi  
throughout the hotel

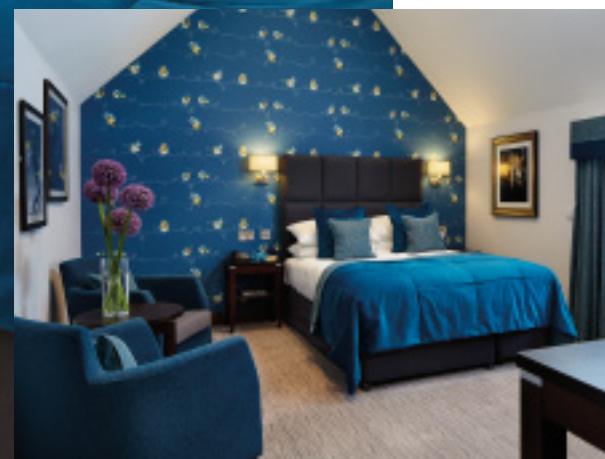
24 Hour Room Service

Book direct to benefit from our best rates  
or ask about our Day Delegate Plus package

01483 30 30 30

[customer.service@mandolay.com](mailto:customer.service@mandolay.com)

[mandolay.com](http://mandolay.com)



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# Business or Pleasure

## Infinite Possibilities

From business meetings and conference events to private gatherings and parties and everything in between.

Please contact our Events team  
for availability and individual requirements

01483 30 30 30  
[events@mandolay.com](mailto:events@mandolay.com)  
[mandolay.com](http://mandolay.com)

### Guarantee

The guaranteed number of attendees at each catered event is required at least 14 days prior to the event.

You will be charged for the guaranteed guest count or the actual guest attendance, whichever is greater. If we are not advised of a guaranteed count, the tentative number of guests will become the guaranteed count.



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