

THE SWAN
at LAVENHAM



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Sabre HO75333 Galileo HO34918 World Span HOBEQSW Amadeus HOBEQSWA

AA ★★★★★ 

MEETINGS AND EVENTS

14th Century Inspiration

The Swan Hotel is located in the heart of the idyllic village of Lavenham, which is regarded as one of the best preserved Tudor villages in Britain. With its abundance of oak beams and inglenook fireplaces, The Swan offers an inspirational environment for a wide variety of events, including exhibitions, conferences, meetings and team away days.



21st Century Innovation

Our uniquely elegant meeting rooms offer flexibility for delegates from 4 to 50 and are brimming with charm and character. All three rooms have natural daylight and are equipped with air-conditioning, free wireless internet access, LCD projector and screen, flipcharts and stationery. The Swan Hotel is ideally located close to major motorway and railway links and only 40 miles from Stansted Airport.



The Devil's in the Detail

A dedicated and professional events team are on hand to support and advise you on putting together your arrangements from start to finish. We can organise team building activities, whether indoors or out, such as wine tasting, competitive cookery, treasure hunts with a difference, clay pigeon shooting, fly fishing, golf and much more.



On the Day

From the minute you arrive, you will be greeted by our friendly team who will ensure that all your arrangements and expectations are met. Our Head Chef understands that food plays an important role in making your event a great success and quite literally produces food to feed the mind.



Nestle down in Luxury

Feel gloriously pampered in one of our enchanting en-suite bedrooms. Varying from doubles to luxurious suites with four-poster beds, each bedroom has a flat screen TV with DVD/CD player and its own unique character and style.



8-hour Delegate Package

Freshly brewed cafetière coffee and a selection of Twinings' teas served with homemade biscuits

Two-course hot and cold buffet lunch served in our air conditioned Gallery Restaurant

Selection of Twinings' teas, cafetière coffee, accompanied with homemade cakes in the afternoon

Your meeting room is equipped with air conditioning, natural daylight, Wi-Fi, LCD projector, screen, flipcharts and stationery

Mineral water, Bottle Green cordials and mints

Bowl of fresh fruit available throughout the day

Free car parking

Room hire

24-hour Delegate Package

All elements of our 8-hour package

Three-course dinner with coffee, served in our award-winning AA two Rosette Gallery Restaurant

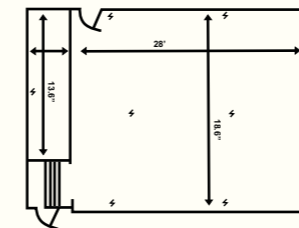
Private dining available upon request

Upgraded overnight accommodation (subject to availability)

Full Suffolk breakfast and complimentary newspaper of your choice

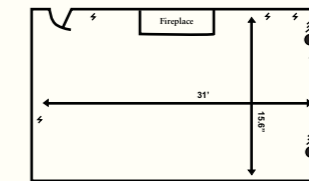
To make your event more memorable, we can arrange... fruit smoothies, ice creams, cereal bars, anti-stress toys, additional AV equipment, team-building activities and much more

Suffolk Room



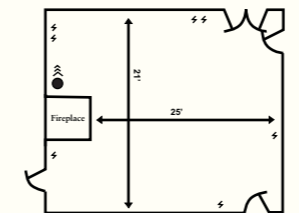
Meeting Room	Board room	U-shaped	Theatre style	Dinner
Suffolk Room	20	18	30	32

McCallum Room



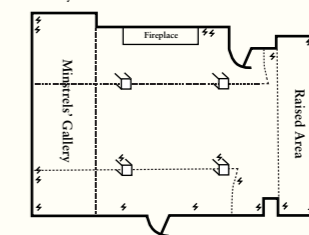
Meeting Room	Board room	U-shaped	Theatre style	Dinner
McCallum Room	20	-	-	20

Wool Hall

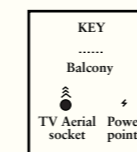


Meeting Room	Board room	U-shaped	Theatre style	Dinner
Wool Hall	18	20	35	34

Gallery Restaurant



Meeting Room	Board room	U-shaped	Theatre style	Dinner
Gallery Restaurant	30	30	80	100



For more information and details about our delegate rates and packages, please contact the Conference Office. Telephone: 01787 247477 Fax: 01787 248286
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