



The Hotel Nelson

CONFERENCE CENTRE

Conference Pack

Conference Rooms

FAIRFIELD ROOM:

6.9 metres by 7.9 metres (Upstairs)

U-shape Style 25 people

Classroom Style 25 people

Theatre Style 70 people

Banquet Style 50 people



BROUGHAM ROOM: 8.5 metres by 8 metres (Ground Floor)

U-shape Style 25 people

Classroom Style 25 people

Theatre Style 80 people

Banquet Style 60 people



KAWAI ROOM:

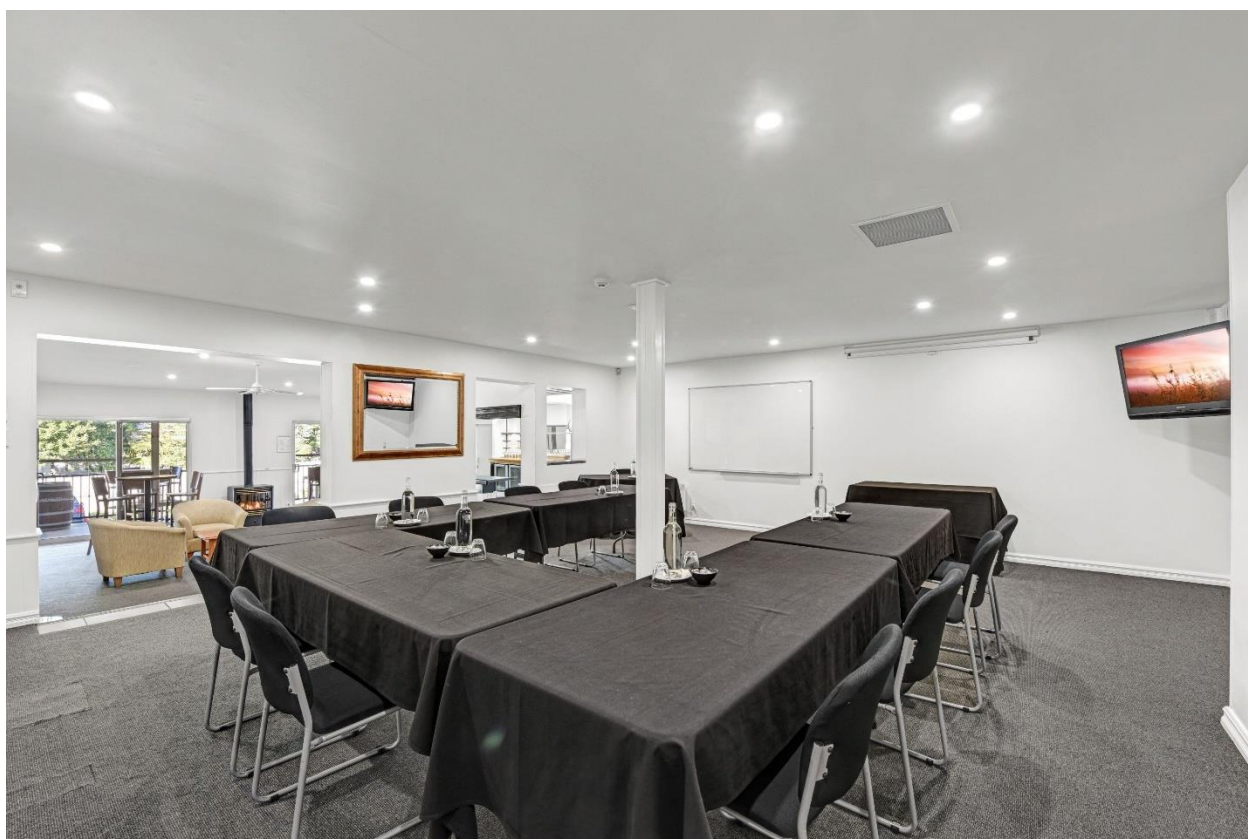
6 metres by 7 metres (Ground Floor)

U-shape Style 18 people

Classroom Style 18 people

Theatre Style 40 people

Banquet Style 40 people



BRONTE ROOM:

3 metres by 4 metres (Ground Floor)

Boardroom Style 10 people

Theatre style 12 people



Conference Room Hire

Fairfield Room or Brougham Room

Full Day \$285.00
(8:00am to 6:00pm)

Half Day – AM, PM or Evening \$185.00
(AM – 8:00am to 12:00pm / PM- 12:00pm to 5:00pm / Evening - 6:00pm to 10:00pm)

Kawai Room

Full Day \$250.00
(8:00am to 6:00pm)

Half Day – AM, PM or Evening \$160.00
(AM – 8:00am to 12:00pm / PM- 12:00pm to 5:00pm / Evening - 6:00pm to 10:00pm)

Bronte Room

Full Day \$180.00
(9.30am to 4:00pm)

Half Day – AM or PM \$90.00
(AM – 9.30am to 12:30pm / PM- 12.30pm to 4:00pm)

All prices are GST inclusive.

The Conference Centre is at a quiet location at the back of the complex, away from the main road, and also offers complimentary off-street parking.

All our venues offer good natural light and also have block out blinds to assist with presentations. Complimentary shared Wi-fi is also supplied.

Equipment Hire

Wall mounted Whiteboard (Fairfield Room Only)	\$25.00
Portable Whiteboard and Pens	\$25.00
Flipchart with Paper and Pens	\$25.00
Screen	\$15.00
Data Projector and Screen	\$90.00
55" TV Screen	\$45.00
Microphone and Lectern	\$80.00
Conference Phone (Polycom)	\$35.00
Portable Speakers	\$40.00

All prices are GST inclusive

The Hotel & Accommodation

The Hotel Nelson is a 4 star hotel and offers 60 studio rooms and 18 self-contained apartments, being a mixture of 1, 2, 3 and 4 bedrooms, all with classic comfort - ideal for business or leisure.

We have an onsite heated swimming pool which is opened during the summer months, and also the Flames on Forty Bar & Restaurant which is opened for breakfast and Dinner daily.

All in-house guests can also take advantage of complimentary parking and wi-fi, SKY TV channels, Snap Fitness Gym pass and guest laundry facilities.



Breakfast – Flames on Forty Restaurant

Breakfast

Continental Breakfast (Buffet)

\$18.00

Fruit Juice | Yoghurt | Stewed Fruit | Fresh Fruit | Danish Pastries |
Croissants | Cereal | Toast and Preserves

Cooked / Continental Breakfast

\$28.00

Enjoy our Continental Breakfast Buffet

Plus YOUR CHOICE OF: Eggs – Poached | Scrambled | Boiled or Fried
Grilled Bacon | Sausage | Hash Browns

With Toast available from the buffet

Vegetarian and Gluten Free Options are available

All prices are per person and GST inclusive

Morning and Afternoon Tea

Tea and Coffee only **\$4.00**

Tea and Coffee with:

Selection of Homemade Biscuits	\$5.50
Freshly Baked Sweet or Savoury Muffins	\$6.50
Sweet Slice	\$6.50
Lamingtons with Fresh Cream & Cherry	\$6.50
Assorted Club Sandwiches	\$8.00
Savouries or Gourmet Sausage Rolls	\$8.50
Fresh Fruit Platter	\$9.50

Add-on Orange Juice to your Morning or Afternoon Tea - \$10.00 per jug

All prices are per person and GST inclusive

Buffet Lunch Options

Option 1

A Quick Fix Lunch

Gourmet Sausage Rolls with Tomato Relish
Selection of freshly made Club Sandwiches
Greek Salad with Herb Dressing
Fresh Fruit Basket

at \$22.00 per person including GST

Option 2

Ploughman's Buffet

Freshly Baked Breads served with Butter
Garden Salad & Herb Dressing
Sliced Deli Meat Platter
Vegetable Platter with Cheese & Boiled Eggs,
Selection of Pickles, Relishes & Condiments
Southern Baked Chicken Drumsticks
Fresh Fruit Basket

At \$24.00 per person including GST

Option 3

Build your own Tacos

Soft Shelled Tacos – served with
Spiced Chicken | Pulled Pork | Chilli Beans
Avocado, Tomato, Chilli Salsa, Sour Cream
Shredded Iceberg, Cheese, Hot Sauce
Rice Salad
Caesar Salad
Seasonal Sliced Fruit Platter

At \$25.00 per person including GST

Option 4

Lunch Buffet

Basket of Warm Breads Served with Butter & Olive Oil
Deli Meat Platter
Summer Vegetable Frittata
Fresh Tomato Salad with Feta, Basil, Olive Oil & Balsamic Reduction ***
Roasted Chicken & Bacon Salad with Iceberg Lettuce, Soft Boiled Eggs & Cherry Tomatoes
Seasonal Sliced Fruit platter

At \$26.00 per person including GST

*** Seasonal salad – it may be replaced by Rice Salad or another suitable option depending on season & availability.

All lunches served with Tea and Coffee.

Lunches are served in the Restaurant area – It can be served in the conference room at a service fee of \$50.00

40 Waimea Road, Nelson 7010 | events@thehotelnelson.co.nz

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www.thehotelnelson.co.nz

Design your Own Cocktail Menu

Minimum order of 4 items.

4 items at \$16.00 per person – Extra item at \$4.00 per item including GST

Finger Sandwiches
with a selection of fillings

Rice Paper Rolls
with selection of Prawn or Vegetable Asian Dipping Sauce

Chicken Liver Parfait
on toasted Sourdough

Homemade Crostini - Topped with (Choose one):
Rare Beef and Horseradish Crème / Smoked Salmon / Tomato Tartare & Goats cheese

Smoked Fish & Herb Pastry Puffs

Coconut Poached Chicken & Mango Wraps

Mini Quiches

3 Cheese Fritters with Tomato Jam

Salt & Pepper Squid with Lemon Aioli

Beer Battered Fish Pieces with Homemade Tartare Sauce

Grilled Beef Sliders

Lamb & Herb Meatballs

Gourmet Sausage Rolls with Tomato Relish

Vegetable Pakora's with Mint Yoghurt

Thai Fish Cakes

Spicy Chicken Nibbles with BBQ Sauce

Prawn Twisters with Sweet Chilli Sauce

Asian Basket - Spring Rolls, Samosas or Wontons
served with dipping sauce

Taste of Nelson – Cocktail Menu

At \$21.00 per person including GST - Minimum of 10 people required

Chicken Liver Parfait on toasted Sourdough

Smoked Salmon & Potato Rosti

Spicy Chicken Wings & BBQ Sauce

Pulled Pork Sliders with Apple & Fennel Slaw

Italian Lamb Meatballs

Pumpkin & Hazelnut Falafel with Mint Yoghurt

Set Menu Dinner – Flames on Forty Restaurant

2 Course Set Menu

Freshly Baked Dinner Rolls with Butter Served to the Table

MAINS

Grilled Fillet of Beef

Cooked Medium Rare only.

Served with Hand Cut Fries, Garlic Mushrooms & Peppercorn Sauce

Pan Fried Market Fish

Served with Kumara Rosti, Lemon Butter Sauce and Baby Cress

Chicken Kiev

Crumbed Chicken Breast Filled with Herbs & Garlic Butter,

Served on Creamy Potato Mash, Wilted Baby Spinach & Chicken Gravy

Fresh Seasonal Salad Served to the Table

DESSERTS

Roasted Rhubarb, Apple & Red Berry Crumble (GF)

With Vanilla Ice Cream

Dark Chocolate & Raspberry Mousse Cake

With Chocolate Brownie Base, Served with Chocolate Sauce & Whipped Cream

Ice Cream Sundae with Chocolate Sauce

With Whipped Cream, Chopped Nuts, Vanilla Tuille & topped with a Cherry

Vegetarian Option Available Upon Request

At \$44.00 per person including GST

(Please note this is a sample of our set menus. Changes may apply as per seasonality, availability and chef's choice.
Pricing reflects dinner in our Flames on Forty Restaurant as non-exclusive use)

Add a Cheese Platter – served on the table to share at additional \$8.00 per person

*Assortment of Local South Island Award Winning Cheeses, Served with Crackers, Fig & Walnut Jam, Nuts
and Fresh & Dried Fruits*

3 Course Set Menu

Freshly Baked Dinner Rolls with Butter Served to the Table

STARTERS

Salt & Pepper Squid

With Aioli & Lemon

Three Grain Vegetable Salad

Barley, Quinoa & Freekeh

With Broccolini, Fresh Dates, Toasted Nuts & Whipped Feta

Market Fresh Soup of the Day

Served with Garlic Toast

MAINS

Lamb Shank

Slow Cooked Till Tender, Served with Creamy Potato Mash, Glazed Baby Carrots,
Red Wine Gravy and Kumara Crisps (GF)

Beer Battered Fish & Fries

Can Be Ordered Grilled (GF)

Served with Fresh Salad, Homemade Tartare Sauce and Lemon

Crispy Skinned Slow Cooked Pork Belly

With Parsnip Puree & Apple Salsa Verde

Fresh Seasonal Salad Served to the Table

DESSERTS

Flames Bread & Butter Pudding

With Whiskey Soaked Fruit, Berry Jam & Vanilla Custard, Served Hot
with Drambuie Butterscotch Sauce & Vanilla Ice Cream

Seasonal Fresh Fruit Salad

With Vanilla Ice Cream

Roasted Rhubarb, Apple & Red Berry Crumble (GF)

With Vanilla Ice Cream

Vegetarian Option Available Upon Request

At \$51.00 per person including GST

(Please note this is a sample of our set menus. Changes may apply as per seasonality, availability and chef's choice.
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Add a Cheese Platter – served on the table to share at additional \$8.00 per person

*Assortment of Local South Island Award Winning Cheeses, Served with Crackers, Fig & Walnut Jam, Nuts
and Fresh & Dried Fruits*

Buffet Dinner Menu – Flames on Forty Restaurant

Option One

ENTRÉE

Warm Baked Breads served to the table with Butter

MAINS

Southern Baked Buttermilk Chicken Pieces with House BBQ Sauce

Creamy Potato Mash

Steamed Seasonal Vegetables

Apple & Fennel Slaw with Ranch Dressing

DESSERT

Fruit Salad & Ice Cream

At \$34.00 per person including GST

***Or \$42.00 per person – Adding Soup of the Day for Entrees,
And a Coffee & Tea Station with Desserts***

Option Two

ENTRÉE

Warm Baked Breads served to the table with Butter

MAINS

Fresh Iceberg Salad with Tomatoes, Cucumber, Sprouts & Herb Vinaigrette

Sliced Deli Meat Platter with Pickles & Relishes

Beef Stroganoff with Button Mushrooms, Bacon in a Rich Red Wine Sauce

Potato Gratin

Steamed Seasonal Vegetables

DESSERT

Apple Strudel with Fresh Cream

At \$38.00 per person including GST

***Or \$45.00 per person – Adding Soup of the Day for Entrees,
And a Coffee & Tea Station with Desserts***

Option Three

ENTRÉE

Warm Garlic & Herb Breads

MAINS

Baby Potato Salad with Bacon & Spring Onions

Fresh Iceberg Salad with Tomatoes, Cucumbers, Sprouts & Herb Dressing

Apple & Fennel Slaw with Creamy Ranch Dressing

Selection of Gourmet Sausages from the grill served with Sauces & Mustards

Tex Mex Slow Cooked Pulled Pork served with Avocado Salsa, Cream & Tomato Salsa

Southern Baked Buttermilk Chicken

Warm Summer Roast Vegetables with Balsamic & Olive Oil

DESSERT

Kiwi Pavlova with Fresh Cream & Berries Fruit Salad & Ice Cream

At \$45.00 per person including GST

***Or \$50.00 per person – Adding Soup of the Day for Entrees,
And a Coffee & Tea Station with Desserts***

Option Four

ENTRÉE

Warm breads served with local Extra Virgin Olive Oil & Home Made Dips

MAINS

Hot Smoked Salmon, with Horseradish & Capers

Beer Battered Fish, with Homemade Tartare Sauce

Steamed Mussels with White Wine & Parsley Cream Sauce

Tomato, Prawn & Coconut Cream Curry with Steamed Rice

Chunky Steak Fries

Fresh Garden Salad with Herb dressing

Tomato, Feta & Basil Salad

Steamed Summer Vegetables

DESSERT

Tropical Fruit Salad & Ice Cream

At \$48.00 per person including GST

***Or \$52.00 per person – Adding Soup of the Day for Entrees,
And a Coffee & Tea Station with Desserts***

Option Five

ENTRÉE

Warm breads served with local Extra Virgin Olive Oil & Home Made Dips

MAINS

Sliced Deli Meat Platter with Pickles & Relishes

Asian Noodle Slaw with Poached Chicken & Coriander Ginger Dressing

Greek Salad with Kalamata Olives, Cherry Tomatoes, Cucumber & Feta Herb Dressing

Slow Roasted Beef Ribeye with Herbs & Mustard Crust, Red Wine Jus & Horseradish

Pan Fried Fresh Fish with Cherry Tomatoes, Roasted Peppers, Fresh Herbs & Capers

Grilled Spiced Lamb Kaftas with Mint Yoghurt

Garlic & Rosemary Roasted Gourmet Potatoes

Steamed Seasonal Vegetables

DESSERT

Meringue Roulade with Toasted Coconut, Fresh Cream & Berries

At \$50.00 per person including GST

***Or \$55.00 per person – Adding Soup of the Day for Entrees,
And a Coffee & Tea Station with Desserts***

Please note these are sample of our Buffet Menus. Changes may apply as per seasonality, availability and chef's choice. Pricing reflects dinner in our Flames on Forty Restaurant as non-exclusive use

TERMS AND CONDITIONS OF CONFERENCE / ACCOMMODATION BOOKINGS HELD WITH THE HOTEL NELSON

- A tentative booking will be regarded as tentative until confirmed in writing by letter, facsimile or email.
- A confirmed booking will be considered on the basis of 'right of first refusal'. This means that under the right of first refusal should a client want to book the same dates we will request a guarantee\deposit from the first group to hold that booking as confirmed. Otherwise we reserve the right to cancel this booking and accept the second request.
- Confirmed bookings which are cancelled within 14 days prior to the arrival date will be subject to a cancellation fee of the conference facilities not resold.
- All accommodation rooms booked for a conference must be confirmed no later than 30 days prior to arrival.
- Terms of cancellation also applies to any Accommodation bookings held with us
- Catering - The approximate numbers for meals should be advised at the time of confirmation of the booking. A 'confirmed' number for the meal is required from the authorised Conference delegate and should be advised no later than 10am on the day prior to date of event. The account will be charged on the basis of whichever is the highest - being the confirmed number or the number who dined.
- Damages – in the event of any damages to the property, building or equipment by the client or any of their guests, the client will assume full responsibility and liability.