



A Conference Centre with a difference



In a unique setting that
guarantees a day to remember



Introduction

Ashdown Forest Llama Park is a well established and popular visitor attraction set in the idyllic surroundings of Ashdown Forest with magnificent views over the forest and countryside. It is a peaceful location, free from the stress of modern life, but enjoying the facilities and comforts of a contemporary Conference Centre.

It is also an ideal location for a Corporate Day and Team Building events, such as a Llama Walk (see page 7).

Our purpose-built Conference Room is situated within the Park's modern Visitor Centre and offers excellent facilities for conferences and meetings of all types for up to 60 delegates.

Our friendly Team is on hand at all times to meet your every need.

We offer a highly competitive, all-inclusive Day Delegate Rate. (See our separate Cost Sheet for full details.)

Delegates also enjoy free access to all the Park's facilities during the day.

We are committed to operating sustainably and in 2006 were awarded a Green Tourism Business Scheme Gold Award, and were joint winners of the Tourism South East Green Tourism Award.



How we can accommodate you

- Purpose-built conference/meeting room, on the ground floor, enjoys a great deal of natural light and good ventilation.
- Accommodation for 60 in Theatre Style or 20 to 30 in other arrangements, such as Boardroom Style.
- Easy access for unloading/loading equipment.
- Ample parking for delegates, close to the conference room.
- Wi-Fi broadband connection, plus 13amp power sockets all around the room.
(See *Room Plan* on page 5.)

Our Day Delegate Rate is inclusive of flipchart & pens, projector stand & screen and bottled water. (There are no hidden extras). Other equipment can be provided on request.

If you should wish to break into small groups, you can use screened-off sections of the large Coffee Shop, which is next to the Conference Room, or the outside seating areas (weather permitting).

There are plenty of areas outside for team-building activities or just relaxing between sessions.



Conference Room layouts



Here are examples of different groups using our popular Conference Room, showing its diversity, utilising tables in various layouts, and chairs in theatre style.

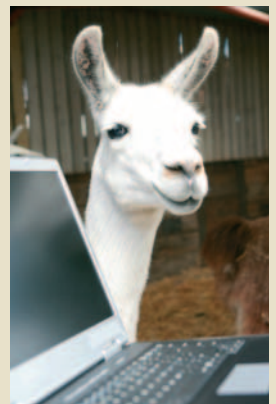
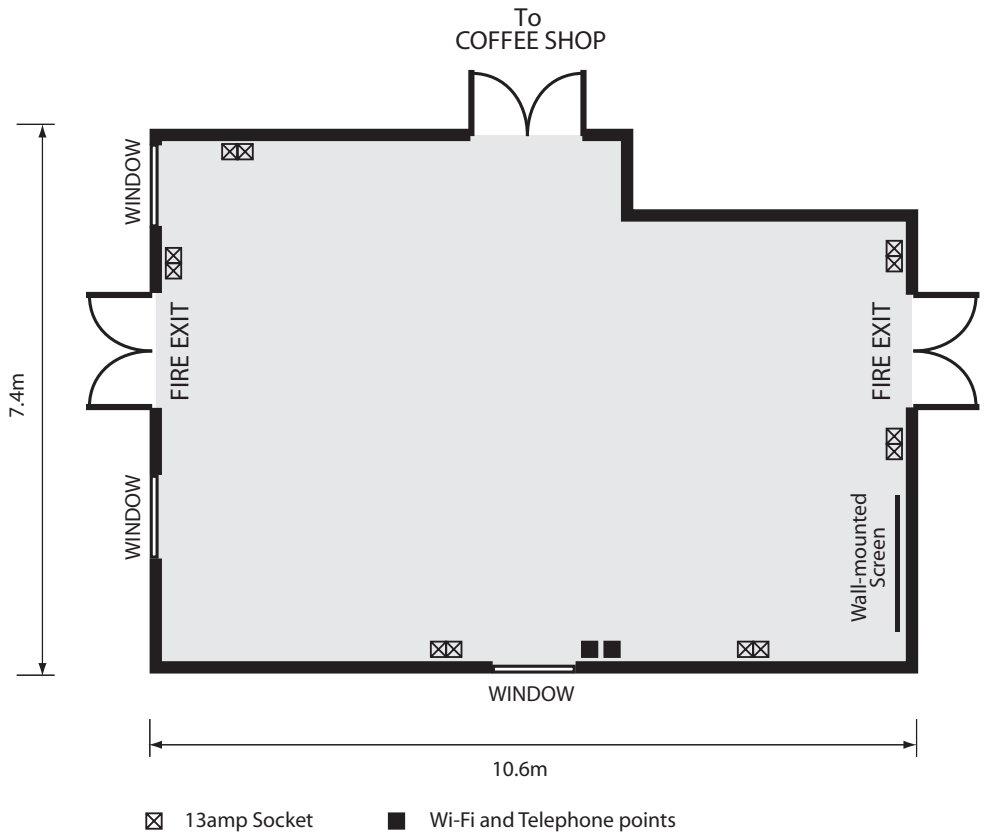
As well as Wi-Fi and telephone connection points, there are six sets of double 13amp sockets distributed all around the room.



At both ends of the Conference Room there are double fire exit doors, one of which is used for unloading and loading, plus there are double doors leading directly into our spacious Coffee Shop.



Plan of Conference Room





Our Catering Package

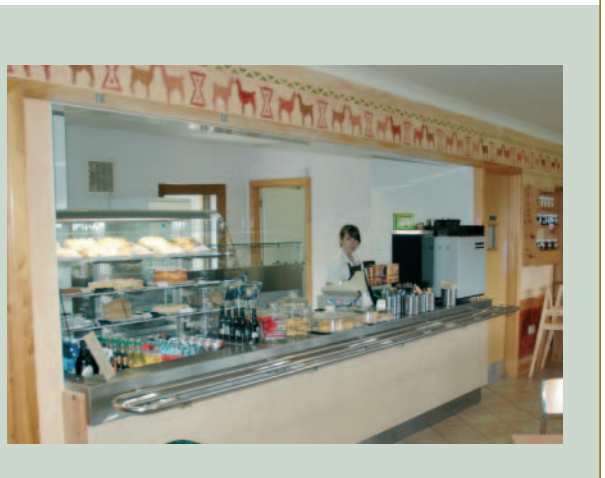
As part of our day delegate rate we welcome you with tea, coffee and biscuits on arrival and serve them again at the mid-morning break. Lunch can be served in part of our attractive Coffee Shop adjacent to the Conference Room, outside, or in the Conference Room itself for smaller meetings.

In the afternoon, tea, coffee and biscuits will be served.

Spring Water and mints are available all day in the Conference Room.

Our Catering Manager will be pleased to discuss various lunch options, ranging from a simple cold finger buffet to a more substantial hot meal. (*See separate sheet for prices or call for more information*). As all our catering is 'in house', we are happy to be flexible and will try to accommodate any specific requirements you may have.

All our dishes are produced on the premises using fresh, locally sourced, Fairtrade and organic ingredients wherever possible.



A Corporate Day

If you are planning a morning conference or meeting, this could be followed by lunch and a relaxing 2½ mile Llama Walk in beautiful private grounds for up to 30 people.
(See separate cost sheet.)

It is an escorted walk and the friendly Llamas really enjoy being taken for a walk!

Alternatively, you can take a stroll around the Park and see over 100 Llamas and Alpacas, and our Reindeer. The entire walk is about a mile, and takes no more than 30 minutes.

There is also an 8-minute looped DVD running in our small museum, which gives lots of information about Llamas and Alpacas, and the Park itself.

If you notify us in advance, we can arrange for one of our experienced staff to give a short talk about the animals. A good time for this is just after lunch or at the end of your conference or meeting.

Alpaca Shop

Our exclusive Alpaca knitwear shop and gift shop provide opportunities for some relaxing retail therapy.





Ashdown Forest Llama Park

The Park is located on the A22, 300 metres south of the junction with the A275, about half way between East Grinstead and Uckfield. It is only 30 minutes from Junction 6 on the M25 and less than half an hour from Gatwick Airport.

There is ample free parking.

www.llamapark.co.uk

has more information about the Park and the Conference facilities, and gives a link to a location map.



Ashdown Forest Llama Park

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