




SANDMAN
SIGNATURE
ABERDEEN
HOTEL



MEETINGS & EVENTS MADE EASY



DEAR VALUED GUEST

Our **superb city centre location** is easily accessible by road, rail and air — so no matter where you or your guests are travelling from, we are never far away.

Sandman Signature Aberdeen Hotel and Chop Grill & Bar have designed the enclosed packages to help make your event planning seamless. The experienced team has put together a number of menus and options to choose from and are happy to customise your experience further should you have specific preferences for your event.

Our catering professionals will assist you every step of the way to ensure that all of your needs, as well as the needs of your guests are met.

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All of our packages have been specifically designed to suit your needs. We welcome you to create a beautifully bespoke package to fit your requirements and budget.

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DAY DELEGATE PACKAGES

[MINIMUM 15 GUESTS]

Our Day Delegate Packages include meeting room hire, full use of AV equipment, stationary, high speed Wi-Fi and a dedicated conference host throughout the day.

HALF DAY COST:
£23.50PP

STANDARD £32.50PP

ARRIVAL:

Tea, coffee, cordial, iced water and pastries

LUNCH:

Assorted sandwiches and wraps, soup of the day, mixed salads and traybakes

AFTERNOON:

Tea, coffee, cordial, iced water and home-made cookies

SUPERIOR £37.50PP

ARRIVAL:

Tea, coffee, cordial, iced water, pastries and bacon sandwiches

MID-MORNING:

Tea, coffee, cordial and iced water

LUNCH:

Freshly baked rolls with butter, fresh mixed salad plus;

Options from two hot dishes and one vegetarian main served with potatoes and rice and side portion of market vegetables

AFTERNOON:

Tea, coffee, cordial, iced water and home-made cookies

EXECUTIVE £40.00PP

ARRIVAL:

Tea, coffee, cordial, iced water, pastries and bacon sandwiches

MID-MORNING:

Tea, coffee, cordial and iced water

LUNCH:

Freshly baked rolls with butter, fresh mixed salad plus;
Options from three hot dishes and one vegetarian main served with potatoes and rice and side portion of market vegetables






AFTERNOON:

Tea, coffee, cordial, iced water, home-made cookies and muffins

CHOOSE YOUR LAYOUT

We would be pleased to meet with you in person to show you our fantastic facilities and everything we have to offer. Sandman Signature Aberdeen Hotel is the ideal location for your meeting, conference or special event.

- Room rates include water service, standard setup and Wi-Fi
- Standard day rate packages are eight hours, bespoke packages available*
- Specialist setup and AV equipment available*

| | | CAPACITY | | | | | |
|------------------------|--|--|--|--|---|---|----------------------------|
| ROOM NAMES | Size in m² | Classroom  | Theatre  | U Shape  | Board Room  | Banqueting  | Ceiling Height (metres) |
| Robert Gordon Ballroom | 420 | 240 | 400 | 200 | 130 | 320 | 7 |
| | Robert Gordon Ballroom can be split evenly into two separate spaces with equal seating on both sides | | | | | | |
| Alberta | 105 | 48 | 100 | 46 | 44 | 100 | 3.3 |
| Fort McMurray | 54.5 | 24 | 50 | 30 | 22 | 50 | 3.3 |
| Edmonton | 50.5 | 24 | 50 | 30 | 22 | 50 | 3.3 |
| Maple | 42 | 16 | 30 | 16 | 22 | 30 | 3.3 |

*may incur additional charges, must be booked in advance of event

*Note: **Robert Gordon Ballroom** can be used as a whole room or split into two separate spaces. **Alberta** room can be used as a whole room or split into **Fort McMurray** and **Edmonton** rooms. **Maple** room can also be split for smaller groups.*

ROBERT GORDON BALLROOM

- Aberdeen city centre's largest hotel event venue
- Up to 320 seated guests, various seating options available
- Catering supplied by Chop Grill & Bar
- Entertainment (Disco, Dj, Live Band) can be arranged
- 218 bedrooms available for guests
- Dedicated Events Coordinator
- Bespoke and tailor-made packages available



MAKE YOUR MENU



BREAKFAST BUFFET

From £9.95pp



WORKING LUNCH

From £12.00pp



DINNER BUFFET

From £25.00pp



PRIVATE DINING

From £35.00pp

BREAKFAST BUFFETS

All breakfast buffet options come with a Brazilian mix of Arabica and Robusta coffee and a selection of regular and herbal tea.

CONTINENTAL BREAKFAST

£9.95PP

Chilled fruit juices

Selection of pastries and baked goods

Fresh fruit salad

Assorted yogurts, granola and cereals

WORKING BREAKFAST

£12.50PP

Chilled fruit juices

Selection of pastries and baked goods

Fresh fruit salad

Assorted yogurts, granola and cereals

Warm sausage, bacon or egg sandwiches

BREAKFAST BUFFET

£15.95PP

Chilled fruit juices

Selection of pastries and baked goods

Fresh fruit salad

Assorted yogurts, granola and cereals

Hot buffet of eggs, sausage, bacon, beans, mushrooms, hash browns and toast

We are happy to create a bespoke breakfast menu for your event or cater for any dietary requirements, please speak to your Events Coordinator for more details.

WORKING LUNCH

Do you have a busy day planned? We can help cater your perfect working lunch.

Assorted sandwiches and wraps, mixed salad and selection of traybakes with tea and coffee, cordial and water throughout lunch – **£12.00pp**

Add soup **£2.50pp**



chop
GRILL BAR

Whatever you're in the mood for, Chop Grill & Bar, our in-house restaurant, has something for everyone.

From casual lunches and upscale dinners that feature our favourite Canadian recipes, join us in the lounge for a handcrafted cocktail, a pint of beer or share a bottle of wine – and don't forget to save room for dessert, our beloved white chocolate brownie is here!

DINNER BUFFETS

MINIMUM 20 GUESTS

Buffet dinners are served with freshly baked buns and butter, Brazilian mix of Arabica and Robusta coffee and a selection of regular and herbal tea.

CLASSIC DINNER BUFFET

£25.00PP

Choice of one classic salad

Choice of one side

Choice of one main course

Seasonal vegetable medley

Assorted desserts

DELUXE DINNER BUFFET

£30.00PP

Both of our classic salads

Choice of one side

Choice of one gourmet side

Choice of two main courses

Seasonal vegetable medley

Assorted desserts

CHOOSE FROM:

Classic salads

- Classic Caesar salad
- Artisan salad

Sides

- Skinny fries
- Jasmine rice
- Baby roast potatoes

Gourmet sides

- Skin on fries
- Sweet potato fries

Mains

- Roast topside of beef, Yorkshire pudding
- Chicken with mushroom and bacon sauce
- Gnocchi, tomato and basil sauce with roasted vegetables and parmesan
- Baked haddock, olive oil crushed potatoes, whole grain mustard sauce
- Classic chicken curry
- Beef stroganoff

PRIVATE DINING

FROM £35.00PP
MINIMUM 10 GUESTS

Pre-order is required.

Take a look at a *sample menu* created by our team. For a full menu, please speak to your Events Coordinator.

STARTERS

Chicken liver and Brandy parfait, oatcakes

Black pudding, chorizo and pear salad

Salad Caprese, buffalo mozzarella, heirloom tomatoes, basil pesto

DESSERT

Tiramisu

Apple and pear crumble, custard

Chocolate delice, cherry syrup, honeycomb

MAIN CHOICES

Traditional roast chicken, skirlie, pan gravy, seasonal vegetables

Confit duck leg, red wine sauce, braised red cabbage, pancetta parcel, crushed rosemary potatoes, poached fig

Roasted cod, salsa verde, basil mash, white wine sauce

Golden gnocchi, wild mushrooms, crispy kale, sweet potato, blue cheese

PRIVATE EVENTS

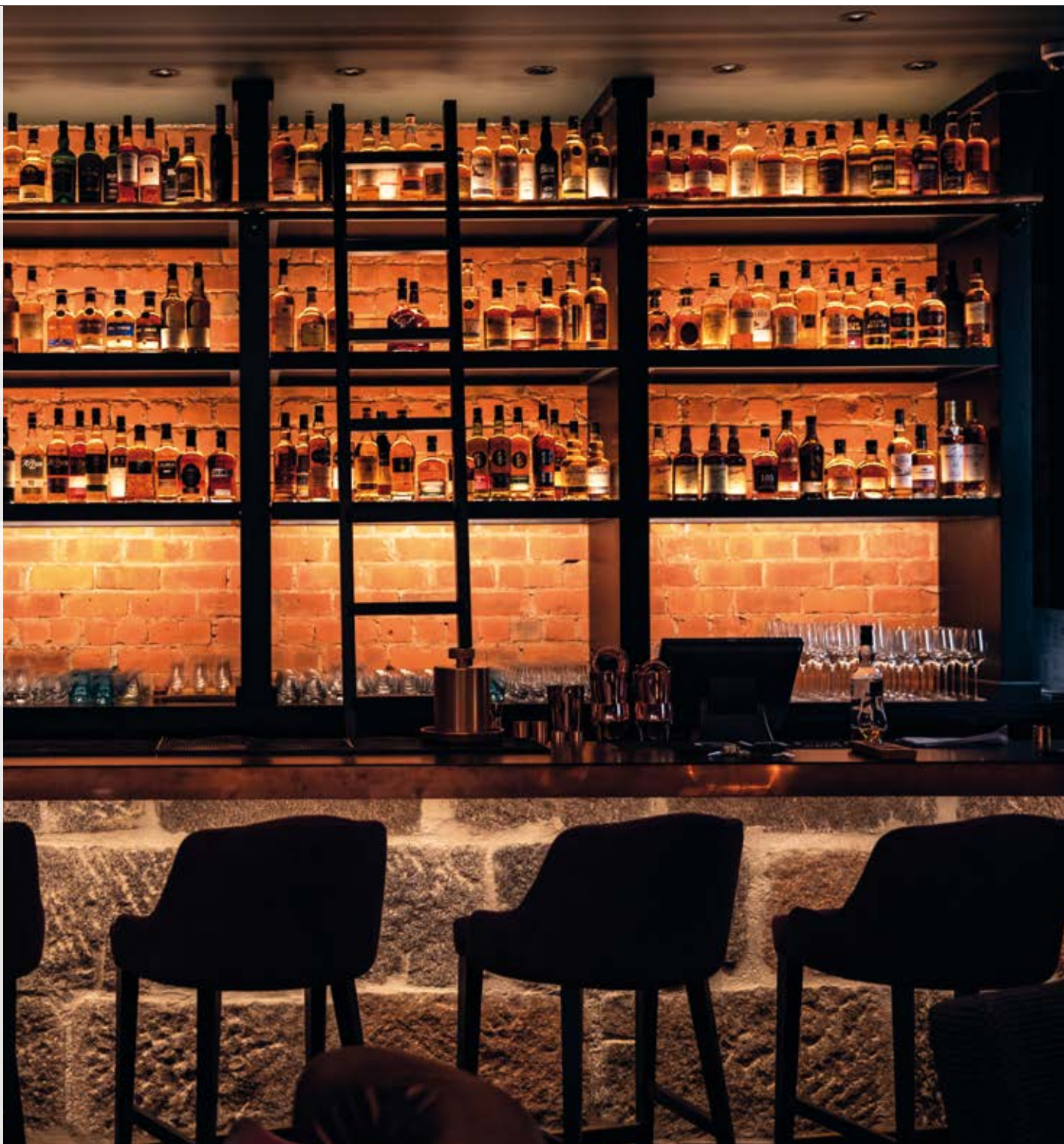
We are proud to have Aberdeen's first premium whisky lounge in the North of Scotland. You can enjoy a private whisky tasting evening, private dining surrounded by your favourite drams or a drinks reception in the welcoming room.

Other rooms are available for booking if you are looking for the perfect venue to host your event.

*Note: Room hire charges may apply.
Subject to availability.*



FREEDOM
AN' WHISKY

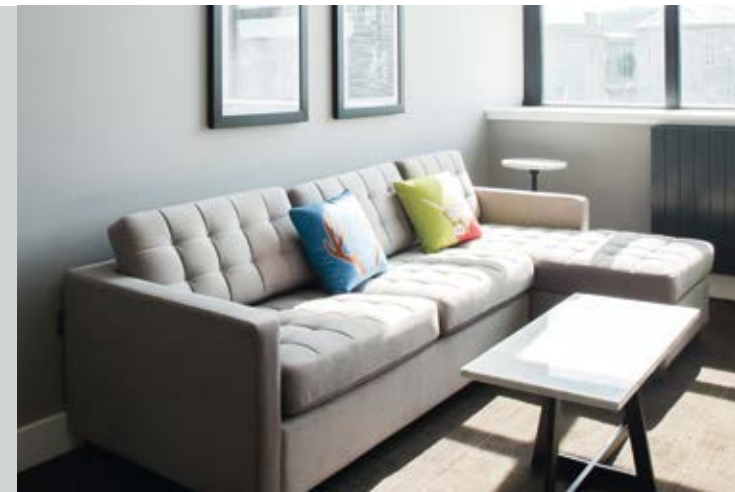


24-HOUR RESIDENTIAL PACKAGES

Our 24-Hour Residential Packages include our standard Day Delegate Package during the day and private dining in the evening from our plated dinner section, plus guest room accommodation (bed and breakfast).

Please note our Residential Packages are subject to availability and have a minimum number of 10 guests.

For more details and prices, please ask your Events Coordinator.



“THE HOTEL’S LOCATION WAS EXCELLENT FOR THE VENUE AND WE REALLY ENJOYED THE VIEW FROM OUR ROOM. THE STAFF WERE VERY KIND AND HELPFUL. I WOULD DEFINITELY STAY AGAIN!”



TERMS AND CONDITIONS

We thank you for choosing Sandman Signature Aberdeen Hotel and Chop Grill & Bar to host your upcoming function. In order to ensure a successful event, please allow us to provide you with the following catering information:

FOOD & BEVERAGE

The menus in our package are suggested selections. Our Executive Chef would be pleased to customise menus to suit any taste and occasion. All menu prices and room rental charges are subject to change without notice.

In compliance with health regulations, no food or beverage may be brought into or removed from the banquet area.

We are pleased to offer special dietary menus. Please discuss any requirements with your Events Coordinator and Conference and Events Manager. Please ensure that the Events Coordinator is aware of all allergies in your group a minimum of seventy-two (72) business hours prior to your function.

A minimum of 10 guests are required for all plated meals and delegate packages.

All food and beverage served in the hotel is to be provided by Sandman Signature Hotels & Resorts, with the exception of wedding cakes, where a service charge will apply. Please note that health regulations prohibit the removal of any food products after a function by our guests. Buffet products will be displayed for a maximum of two and a half hours at any function to ensure the quality and integrity of the product.

FUNCTION GUARANTEES

The catering department must be notified of the guaranteed number of guests attending the function(s) no later than seventy-two (72) business hours prior to the event. Should no guarantee be received, the hotel shall charge for the original numbers quoted and the customer shall hereby undertake to pay for the expected number or actual number served, whichever is greater. Your guaranteed number of guests cannot be decreased by more than 25% of your expected number

of guests. Billing will reflect whichever number is greater. The hotel reserves the right to provide alternative function space suited to the group's requirements.

START AND FINISH TIMES

The space is only booked for the time indicated on your function contract. Set-up and dismantling times are to be specified at the time of booking. Start and end times cannot be altered unless authorized by management in advance.

DEPOSITS AND METHOD OF PAYMENT

Full payment is due when service is rendered unless previous credit arrangements have been established. Payment must be made within twenty-one (21) days of the event. If payment is not made at this time, the credit card on file will be billed for the full amount owing in addition to interest charged retroactively on the outstanding balance at a rate of 2% per month. The event must be guaranteed by pre-approved credit card or pre-approved credit account set up

through the Conference and Events Manager and/or hotel. Please allow two weeks to set up a credit account. A minimum 50% of the estimated bill is required for all special events (weddings, Christmas parties and special events).

LIABILITY

a) Sandman Signature Aberdeen Hotel and Chop Grill & Bar reserve the right to inspect and control all private functions, including the conduct and performance of guests, entertainers and audible level of music played.

b) The hotel does not permit any article to be fastened onto walls or electrical fixtures. The use of tacks, tape, nails, screws, bolts or any tools, which could mark the floors, walls or ceilings is prohibited. The hotel will hold the organisation and the organisation's guests responsible for any and all damage to hotel property.

c) Any signage used on the convention floor should be of professional quality. Requests to place promotional materials, signage etc. in the main lobby should be directed to your Conference and Events Manager.

d) Sandman Signature Aberdeen Hotel and Chop Grill & Bar are not responsible for any lost or stolen equipment or property left on the property. Conveners are recommended to take out their own insurance.

CANCELLATION

Cancellation of a confirmed booking less than thirty (30) days from the event will incur a cancellation penalty; 15-29 days full room rental; 7-14 days full room rental and 25% of anticipated F&B sales; 3-6 days full room rental and 50% of anticipated F&B; less than seventy-two (72) business hours full room rental and 100% of anticipated F&B sales. Inclusive packages will default to listed full day room rates.

SHIPPING

It is very important to advise us if you will be shipping any boxes to the hotel for your upcoming meeting. Any delivered materials can arrive no earlier than seventy-two (72) hours in advance of events. A storage charge will be applied for each box being stored on-site over seventy-two (72) hours. All boxes must be addressed as follows:

**Sandman Signature Aberdeen Hotel
St Andrew Street
Aberdeen
AB25 1AD**

*Attention:
Conference and Events Manager
Company / Group Name*

Also provide name of meeting room, date of event and the name of person who is looking after your group. We will not be held responsible for any loss.



The image shows a contemporary hotel lobby. A large, textured stone wall serves as the backdrop, featuring the hotel's name in bold, black, three-dimensional letters. The reception desk is a long, white, rectangular structure with a subtle marble pattern. To the right, a tall, dark grey pillar stands next to a glass-paned door. The ceiling is white with recessed lighting, and the floor is covered in a grey carpet.

SANDMAN SIGNATURE ABERDEEN

**Start planning your meeting or event today by
getting in touch with our Events Team:**

eventsales_aberdeen@sandmanhotels.co.uk

01224 945 555

**Sandman Signature Aberdeen Hotel
St Andrew Street, Aberdeen, AB25 1AD**

Terms & Conditions apply | Speak to our Events Team for more information