



CONFERENCES & EVENTS

**IN THE HEART
OF THE CAPITAL**

12 BOLTON ST, CENTRAL WELLINGTON

A photograph of a modern hotel lobby. On the left, a curved staircase with a dark metal railing and a wooden handrail leads up. In the center, a reception desk with a curved white top and a polished metal base is visible. A staff member is seated behind the desk, talking on a headset. The desk has two computer monitors. The floor is covered in a dark carpet with a repeating geometric pattern in gold. In the background, there are bookshelves, a seating area with armchairs, and a glass-walled area that appears to be a lounge or meeting space. The ceiling is white with recessed lighting. The overall atmosphere is warm and sophisticated.

WELLINGTON'S PREMIER INDEPENDENT

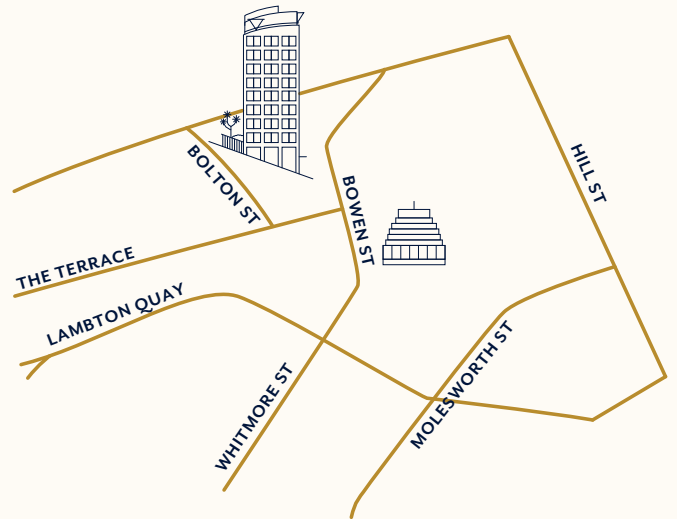
As Wellington's only 5-star, owner-operated boutique hotel, Bolton Hotel offers 5-star quality with added flexibility to respond to the individual needs of conferencing clients. Our customisable meeting packages are designed with efficiency and convenience in mind.

LOCATION



Bolton Hotel is the closest hotel by walking distance to the New Zealand Parliament and Beehive buildings.

Located in the heart of Wellington's Central Business District, Bolton Hotel is just steps from The Terrace and Lambton Quay, and especially accessible by major transport hubs.



Central city location



Free unlimited WiFi



Food from Artisan at Bolton Hotel, Emporio Coffee, TWG Tea.



Valet Parking – Special pre-book rates are available



Smart TVs and teleconference facilities are available in all meeting spaces.

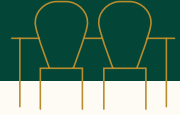


All facilities are accessible

We offer rooms for all occasions from meetings, workshops, award's dinners, reunions, Christmas parties etc.

Our team can tailor your event to your specific needs.

OUR SPACES

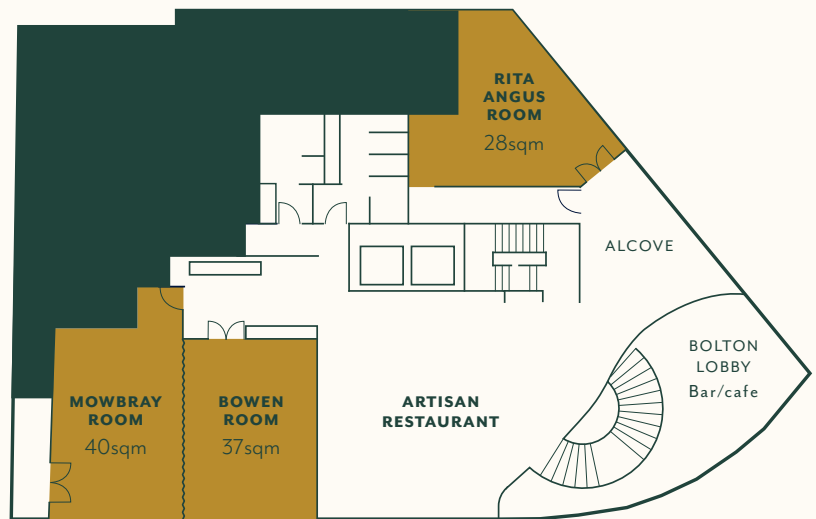


We specialise in meetings and conferences for small to medium-sized groups. Our three well-appointed function spaces are located on the accessible first floor of Bolton Hotel, alongside our restaurant, Artisan.

The adjoining Bowen and Mowbray rooms are perfect for a variety of group meetings or private meals and can be combined for larger functions.

The beautifully appointed Rita Angus Boardroom boasts generous natural light and an elegant table; the ideal venue for intimate meetings or private dining.

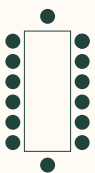
All meeting rooms include complimentary unlimited Wi-Fi access, integrated Smart TVs and teleconferencing facilities.



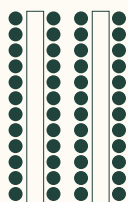
The **Mowbray** and **Bowen** Rooms can combine into a single

SAMPLE LAYOUT OPTIONS

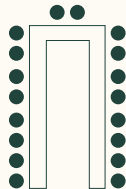
Boardroom



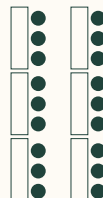
Banquet



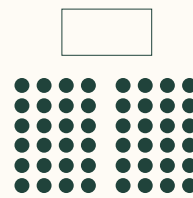
U-Shape



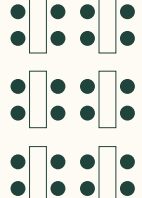
Classroom



Theatre



Café



CAPACITY

Room	Boardroom	Banquet	Café	U-Shape	Classroom	Theatre	Cocktail
Mowbray	14	14	24	14	16	30	35
Bowen	14	14	20	14	12	25	30
Mowbray & Bowen	22	22/44	44	20	26	50	60
Rita Angus	10	10	x	x	x	x	x

Numbers are indicative only, contact us for a complimentary quote to your exact requirements.

CONFERENCE PACKAGE



Day Delegate Package

Full-day package with lunch
Minimum 8 guests
Available in all meeting rooms

\$65
per
person

+

\$10
per
person

+

\$20
per
person

swap your light
lunch for our
2-course set menu

swap your light
lunch for our
3-course set menu

UPGRADES

8 am - 5 pm daytime room hire

Meeting equipment

pencils & pads, water & mints, unlimited WiFi, full use of AV equipment, teleconferencing facilities & whiteboard

On arrival

barista coffee from Emporio Coffee or TWG Tea

Morning & afternoon tea

filter coffee from Emporio Coffee or TWG Tea and one chef's selection from the Artisan kitchen per service

Light lunch

served in your room or the restaurant
café-style chef's selection with green salad
selection of juices

Additional barista coffees or soft drinks can be ordered and charged back to your meeting room at an additional cost.

AV EQUIPMENT

All of our meeting rooms have integrated smart TVs and teleconferencing facilities.

Should you require any further AV equipment or additional amenities for your conference, please let us know your requirements and we will provide you with a quote.

ROOM HIRE



BUILD IT YOUR WAY

With no minimum guest numbers and half or full-day options, our room hire rates and additions allow you to tailor your meeting to your liking.

Room hire includes pencils & pads, water & mints, unlimited WiFi, full use of AV equipment, teleconferencing facilities and whiteboard plus filter coffee from Emporio coffee or TWG tea on arrival.

RITA ANGUS BOARDROOM, MOWBRAY OR BOWEN ROOMS

Half-day room hire 8 am - 12 pm or 1 pm - 5 pm	\$300
Full-day room hire 8 am - 5 pm	\$500

MOWBRAY & BOWEN ROOMS COMBINED

Half-day room hire 8 am - 12 pm or 1 pm - 5 pm	\$500
Full-day room hire 8 am - 5 pm	\$800

UPGRADES

	+		+	
swap your arrival filter coffee for barista coffee from Emporio Coffee		add a Morning or Afternoon tea. Includes filter coffee or TWG tea and one chef's selection per service		add a Morning or Afternoon tea. Includes barista coffee or TWG tea and one chef's selection per service

Lunch, dinner, canapés and drink packages are available on request.

AV EQUIPMENT

All of our meeting rooms have integrated smart TVs and teleconferencing facilities.

Should you require any further AV equipment or additional amenities for your conference, please let us know your requirements and we will provide you with a quote.

À LA CARTE MENU



TO START

Garlic bread v

Soup of the day with bread roll (V, GF, DF on request)

Ham hock terrine with bread and pickles DF

Tomato mozzarella arancini with basil mayo v

Homemade bread selection with olive oil, balsamic, dukkah and truffle butter v

MAINS

Sirloin steak with caramelized onions, hand-cut fries and garlic butter GF

Grilled courgette and pesto spaghetti with almonds and cherry tomatoes v

Fish 'n' chips, beer-battered with hand-cut fries, salad and gribiche mayo DF
Fish can be pan-fried on request GF DF

Beef burger with cheese, bacon, homemade pickles and hand-cut fries

Mac 'n' cheese with smoked bacon and caramelised onion and side salad

Grilled vegetable risotto with roast pumpkin, goat's cheese, pesto and parmesan GF V

DESSERTS

House made ice cream selection v

Brandy snaps with Chantilly cream v

Chocolate brownie with ice cream GF V

Fresh fruit salad with sorbet v GF DF

Please note, to ensure the smooth running of your conference, all delegates must have the same courses.

For further information
please contact us at

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BOLTONHOTEL.CO.NZ

