



***The Hotel at the Crossroads.... where history and tradition meet
luxury and style***

Winner 'Best Wine Destination in Ireland' Georgina Campbell 2009

'Best Gastro Pub Food in Ireland' 2008

'Wine Spectator Award for 'one of the most outstanding wine lists in
the world' 2008

Winners of 'Best New Hotel' in 2007 'Best Boutique Hotel in Ireland 2008 and
again in 2009' –National Hospitality Ireland Awards

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1. Meetings and Events - Our Promise

Our Promise

From initial enquiry to the day you leave and after, you will have a dedicated Event planner, who with the team at The Twelve will take you through all of the necessary steps to ensure your every need, wish and desire for your specific event are met, delivered and above all exceeded.

We aim to know our clients needs, whether your meeting or event is strictly business or you are looking for something out of the ordinary, a break from tradition to wow your guests, delegates and colleagues! We will make it our promise to find out this information, communicate and deliver!

Get out of the City, just ten minutes away; the Twelve is a haven for business retreats. Feel the invigorating sea breeze, enjoy a stroll on Bearna pier or kick back the tides at white strand beach.

From the instant they arrive here to the Twelve Hotel your group will relax, unwind, and enjoy every minute.

The Hotel is small and boutique, allowing your team to feel close enough together to create that special experience and yet enough space to allow them time alone to focus, relax or retreat.





2. Conference & Meeting Facilities at The Twelve

Overview

Our boutique design hotel The Twelve is the perfect setting for meetings, small conferences and intimate dinners or larger dinner functions of up to 100 persons.

The Twelve hotel offers a place to rest and strategise a million miles from any where, yet just a stone's throw away and always within a modem's reach.

Our main event suite, Na Beanna Beola, offers behind the scenes latest technology ensuring that serious business can be transacted with the greatest of ease, coupled with unobtrusive service, to create a unique and sophisticated environment in which to work in.

All Conference/Meeting bookings would receive the following:

- Dedicated Event Planner point of contact from start to finish to look after all your needs
- Complimentary Wi-Fi Access throughout the Hotel
- Secretarial services
- Private Refreshment areas with exciting and energizing food and beverage breaks for your delegates
- State of the art equipment
- Technical expertise on site
- Complimentary Secure on site underground car park for all delegates





Na Beanna Beola Conference Suite

The Na Beanna Beola Suite at The Twelve Hotel Galway has been designed to meet our client’s expectations and conference requirements. That to us means providing you our guest with the most up to date technology as well as luxury and comfort in secluded surroundings coupled with our first class service. Carefully designed to maximise natural light, the venue offers a complete black-out facility, together with full audio visual facilities and air-conditioning.

Some of Na Beanna Beola features:

- 4200 Lumens Projector
- 2.4m motorised screen
- Multi region DVD/VCR
- 5 disc cd player
- Full range Stereo speakers
- TV satellite aerials
- Radio mics
- IKON AVS wall podule system
- Multiple Phone/Fax/Data points
- ISDN lines
- Fully air-conditioned
- Windows for natural light

*Room Hire charge applies

The Na Beanna Beola Conference Suite can be arranged in a style to suite your meeting or conference requirements: Theatre, Classroom, U-shaped or Cabaret. In the room we will provide a water refreshment station (or on tables for classroom, u-shape, cabaret) and small bowls of mints or sweets for delegates to help themselves throughout the day. Paper pads and pencils for each delegate is also included on the tables.

Room Set up Capacity Guide

Classroom	U-Shape	Theatre	Cabaret	Banquet
60	40	100	70	100





Our Board Room / Syndicate Room / Conference Office

The Boardroom at The Twelve hotel features a large boardroom table seating from 8 to 16 delegates depending on the type of room and layout you choose.

Should you feel you need another space to work while here or perhaps members of the group need a space for ad hoc meetings, our small board room can be booked for your use as you require.

Whatever the requirement we will adapt the room to suit your needs and provide mineral water and mints daily, complimentary.

Some of the Boardroom features:

- 50' Plasma screen
- 4200 Lumens projector
- Multi region DVD/VCR
- Stereo Speakers
- Laptop plug in
- TV/Satellite aerials
- Phone/Fax/Data points
- Complimentary Wi-fi access
- ISDN lines
- Fully air-conditioned
- Windows for natural light

*Room Hire charge applies

There are also Twelve break out rooms available, ideal for groups of 2 – 6 persons for training or other small meetings.





3. Celebrate Food, Celebrate Wine – World Class Fine and Casual dining at The Twelve

With two award winning Restaurants and an onsite bakery, whether you wish to just break from tradition or 'Wow' your delegates, The Twelve Hotel will ensure that the food and beverage provided for your group will enhance their experience and energise them throughout their busy days and fun filled nights.

The Seven examples listed below give some ideas of the food and beverage options available for differing types of bookings. However, we are happy to create something specific to your event – just ask!

Example One:

Relaxed, fun and informal finger food and Chocolate fun!

Afternoon Delight!

Chicken Wings, Wedges, Cocktail Sausages and Closed Faced Sandwiches
Warm Chocolate Fountain with miniature bites to dip: Fresh Fruit, Mini Meringues,
Chocolate Brownie, Fudge pieces
Freshly Brewed Coffee and Tea

Example Two:

Informal evening event with Cocktails and Dancing!

We will provide a Cocktail Mixologist with Bar Flare who will demonstrate Cocktail making, provide tasters and allow delegates to try their hand at the art of cocktail making in Na Beanna Beola with a fun competition. Then as your group gets hungry, a strolling buffet filled with local tastes and delights will satisfy them before the music is turned up, lights turned down and they dance into the wee small hours.

What's included:

Welcome Drink
Cocktail Mixologist Demonstrations & Tasters
Competition
3-Course Market Stroll inclusive of Suckling Pig
DJ and Bar

Optional: Add in a Magician, Fancy dress or Theme for your evening





Example Three:

Team Building Activity day out in the Wild West!

Kick off the day with a Champagne Breakfast in the Pins before embarking on your day of activities.

Food on the go!

Packed lunches provided for your group to take out on their day trip:

- Freshly filled Sandwich or Wrap
- Piece of Fruit
- Freshly baked Muffin
- Chocolate bar
- Bottled water & Can of Soft Drink

Late Afternoon Energy Break

As your group return for their activities we will have an Energy station ready to refuel them.

- Freshly Brewed Coffee and Tea
- Selection of Soft drinks
- Miniature Chocolate bites, Jelly beans & Mixed Sweets

Example Four:

Dinner & Drinks in a relaxed West of Ireland Style

Arrange for your group to meet in the Pins bar for Champagne, Guinness and Oysters before moving upstairs to West Restaurant for dinner with a twist! Your guests will be seated in the luxurious West Restaurant, exclusively reserved for you and be served a sumptuous menu to them on large platters, allowing a relaxed an informal dining experience. Jazz music will provide background music during the dinner and then liven up for dancing and fun after dinner has been served.

Sample of Menu dishes included:

- Seared scallops wrapped in bacon.
- Mini burgers with cornichon and pearl onion.
- Tomatillo salsa, spicy with coriander bbq
- Honey-mustard ham pinwheel tortilla

Wines served from our Wine Spectator Award Winning List.





**Example Five:
Relaxing Activities in the morning and late morning meeting**

Seaweed Baths, Nail file and polish, jogger's tour, Beach trip! Let your Group choose from the above activities for their morning.

Mid Morning

Coffee, Tea, Miniature Bacon Sandwiches and Selection of Pure Fruit Smoothies

After the meeting all guests receive a gourmet box from the bakery for your guests to take away with them.

**Example Six:
Formal Dinner Dance**

Dinner Menu

Starter

Smoked Salmon and crab salad with apple and horse radish

Soup

Cream of forest mushroom soup.

Main Courses

Roast Sirloin with garlic scented potato gratin, garden vegetables and red wine sauce

Or

Monk fish fillet with a brown shrimp and mussel Blanquette.

Dessert

Twelve signature chocolate mousse cake

Coffee and Petit Fours

With Wines from our Wine Spectator Award Winning List.





**Example Seven:
Meeting/Conference with a difference!**

Wake up and Start!

Arrival Coffee, Tea and Oversized freshly baked Cookies from Pins Bakery

Lunch served in West Restaurant

Made just a minute ago, homemade Soup with selection of Open Sandwiches and Freshly baked pastries to finish

Saint & Sinner Energy Break!

Afternoon Coffee, Tea's and Fruit Smoothie selection, freshly cut fruit platter and fun size chocolate bars and cakes

All of the above suggestions are an idea of what we can provide at the Twelve. With our in house Bakery and award winning restaurants and bars we are always happy to ensure your group has fresh, seasonal and great tasting food choices – whatever the occasion!

Each suggestion can be adapted and tailored to suit your conference and delegates needs.

All special diets and any allergies can also be catered for as required.





4. Accommodation at The Twelve

The Twelve Hotel, Galway offers luxury hotel accommodation with boutique style guest rooms to be pampered in, to work in and to play in. Our goal is to ensure our guests are as efficient on the road as they are in their offices or at home. Within a suite design unique to The Twelve, specially designed furniture and handcrafted delights by local artists sit side-by-side with all the high tech essentials necessary for work and play during your visit to Galway.

Groups can be accommodated in a mix of all of our room styles, which includes twins, king-size, triples and suites. Your dedicated Event Planner will work side by side to ensure your rooming list is correctly allocated. Should you wish to provide welcome packs or room drops our team will be delighted to assist you.

All room types promise relaxation, stimulation and fun for everyone. All of the delegates will receive parking and in room wi-fi complimentary.

For the individual and VIP bookings we will ensure the best room is allocated and the Twelve's very special guests treatment is given.

Every Guest is a special guest! - **All rooms receive** a delicious plate of freshly baked treats from our on-site bakery and a hand written welcome card on arrival. All rooms have the following listed details below as standard!

- Alarm clock with iPod Docking station
- LCD Plasma TV with built in DVD player
- Library of DVD's to borrow Free of charge from reception
- Percolator Coffee, and tea making facilities in room
- Mini Bar with Full sized products
- Bath robes and Slippers
- 100% Organic Voya Products in Bathroom
- Mood lighting
- In room Spa treatments available
- Full size high wattage Hair dryer
- Traditional rain shower in bathroom
- Thermostat controlled Air conditioning / Heat
- Full size Iron & Board
- Individual Handheld close up make up mirror
- In room safe (to hold up to A4 documents)
- Laundry/dry cleaning service





5. Loyalty Booking Program at The Twelve

The Twelve understands that when it comes to choosing the venue for your accommodation, event, meeting or dinner there are many factors involved one of which is you knowing the product you are booking and having fair in the Hotels ability to deliver your important business.

This is why we encourage you and your team to come and visit us, see first hand what we can offer and do for you, try it out for yourself!

We believe in our product with such passion that we want you to feel the same, so we have developed our loyalty incentive program. For each confirmed booking here at The Twelve we will award you with points. The points then accumulate with more bookings and points then turn into rewards. The rewards are then YOURS to take when you want!

Loyalty Points Plan: *Points awarded for bookings as follows:*

Meetings/Conferences

Half day Meeting for 10 persons and under	1/2 point
Full day Meeting for 10 persons and under	1 point
Half day Meeting for between 10 and 35 persons	1 1/2 points
Full day Meeting for between 10 and 35 persons	2 points
Half day Meeting for between 35 and 100 persons	2 1/2 points
Full day Meeting for between 35 and 100 persons	3 points

Receptions/Dinners

Group Dinner in West of between 5 and 20 persons	2 points
Group Dinner in Na Beanna Beola of between 30 - 60 persons	3 points
Group Dinner in Na Beanna Beola of between 60 - 100 persons	4 points





Accommodation nights

- 1 night Bed & Breakfast in Splendid, super splendid room - mid week 1/2 point
- 1 night Bed & Breakfast in Splendid, super splendid room - wk end 1/2 point
- 1 night Bed & Breakfast in Marvelous or Luxury room - mid week 1 point
- 1 night Bed & Breakfast in Marvelous or Luxury room - wk end 1 point
- 1 night Bed & Breakfast in VIP Suite X11 11/2 points

Points rewards:

Reward points can be used in the hotel by you or a nominated guest of yours

- A very special nights stay for 2 with breakfast in Suite X11 20 points
- 3 Course Dinner for 2 persons in West with Wine 10 points
- The Twelve Full Body Reviver Massage 8 points
- Overnight stay for 2 persons bed and breakfast 8 points
- The Twelve Voya Renewal Facial Experience 8 points
- Lunch or Dinner for 2 persons in the Pins Bar 6 points

The way in which you choose to use your rewarded points is up to you, our only request is that you quote when booking that you wish to use them and then enjoy!

Thanks I would like to thank you for taking time to read through the details of this document and invite you to come join me for a coffee and see the Twelve and all we can offer here at a convenient time to suit you. Please do not hesitate to contact me directly on +353 91 597 002.

Fergus

