



THE BURLINGTON HOTEL

WORTHING

PRIVATE FUNCTION ROOMS

THE BURLINGTON HOTEL, MARINE PARADE, WORTHING, BN11 3QL
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www.theburlington.net

ABOUT US



Thank you for requesting our private function room information pack.

Our unrivalled location on Worthing seafront, beautiful historic building and expert events team makes The Burlington Hotel the perfect place to celebrate.

Choose from our three beautifully designed function rooms to host your romantic wedding reception, celebrate a milestone, honour the life of a loved one or host a business meeting. Our experienced events team will ensure everything runs smoothly for you.

We are one of the only venues in the Worthing area to boast a restaurant, lounge, bar and late-night function room all under one roof, so we can create exactly the event you have in mind.

The Burlington Hotel... always from the heart



“

Absolutely fabulous. We could not praise The Burlington Hotel enough. The best location, great sea views and facilities. Wonderful rooms with the choice of spectacular sea views. A delightful bar and restaurant with lovely sea views and a good terrace to enjoy alfresco drinks. The staff are so welcoming and helpful. In all the best place we have stayed in Worthing. Will always stay here and would highly recommend.

David Thomas, Guest

”

OUR FUNCTION ROOMS

We have three elegant spaces to choose from, with something to suit everyone depending on the type of event you wish to host. This is what is included in the function room price:

- Room hire
- Fully licensed staffed bar – wide selection of alcoholic and soft drinks
- All chairs, tables, linen, glassware, cutlery and crockery
- Full waiting staff and management throughout your event
- Event Manager to look after you throughout your planning
- Event Manager to run your event on the day
- Wide selection of menus to choose from



FUNCTIONS

Whatever the celebration we're here to help you get those all-important details right. When you contact us to book your event, we'll discuss timings, catering requirements, equipment and decorations, entertainment options, event security, and any other needs and preferences you may have.



BUSINESS MEETINGS AND CONFERENCES

From large presentations and team-building sessions to interviews and private meetings, we offer a choice of refined settings and a range of catering options. Our events team will be on hand to set up the room ahead of your meeting or conference. Choose from our corporate hire packages and equipment hire options and let us know how many breaks you'll be having so we can serve refreshments when suitable.

THE PRINCESS AMELIA ROOM



Large windows and high ceilings ensure the room is bathed in an abundance of natural light, and the charming period detail provides a beautiful backdrop for photographs. Refreshed in 2022, the Princess Amelia Room offers a classic and spacious setting, no matter what the occasion.

PERFECT FOR... This refined, airy space is perfectly suited to large events. Hold your event in the Princess Amelia Room and choose either a sit-down meal or buffet catering. You have the option of a privately staffed bar, and the room can be transformed into a dance floor with a DJ. Our events team will be delighted to discuss your requirements.

Number of guests catered for

- Sit-down meal - 60
- Buffet - 100

Room layout options

- Square tables
- Round tables
- Buffet layout

Room hire

- £850 (up to 5 hours)
- Available until 12.00am



THE PEARL ROOM



Our most intimate event space, the Pearl Room has the same natural light, airy ambience and traditional charm as the Princess Amelia Room, simply on a smaller scale. Redecorated in 2022, the Pearl Room can be arranged in a layout of your choice to accommodate your small to medium-sized event.

The Princess Amelia Room and adjoining Pearl Room

For larger events, our Princess Amelia Room and Pearl Room can be booked together, giving you space for up to 130 guests. Use the Princess Amelia Room as your dance floor and the Pearl Room as a quieter space; everyone is catered for, leaving you safe in the knowledge that all your guests will be comfortable throughout your event.

Room hire

- £950 (up to 5 hours)
- Available until 12.00am

Number of guests catered for

- Sit-down meal - 20
- Buffet - 30

Room layout options

- Square tables
- Round tables
- Buffet layout

Room hire

- £800 (up to 5 hours)
- Available until 12.00am



THE CORAL LOUNGE



Situated on the lower ground floor of the hotel, the Coral Lounge is a versatile space that offers the ideal setting for a party, corporate event or exhibition. The Coral Lounge benefits from its own private bar and restrooms, as well as a raised DJ booth. Its convenient location also gives you a private entrance to your event.

PERFECT FOR... The Coral Lounge can be adapted to suit a range of events but if you're looking to dance the night away, this is where you'll want to be. You'll have everything you need for a celebration to remember, and our dedicated team are on hand to make your event run seamlessly.

In-house DJ

Our in-house DJ will contact you in advance of your event and is happy to meet to discuss the playlist you want for your evening. He is available for the duration of your function and can play until 12.00am in our Princess Amelia Room or 1.00am at the latest in the Coral Lounge.

- DJ hire - £380

Number of guests catered for

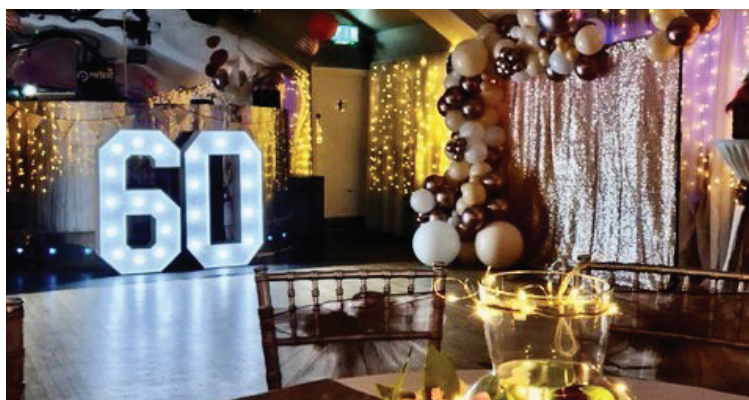
- Buffet service only - 150 - 180

Room layout options

- Square tables
- Round tables
- Buffet layout

Room hire

- £800 (up to 5 hours)
- Available until 12am Sun - Thursday & 1am Friday - Saturday



IN-HOUSE CATERING



Our expert Head Chef has created an array of fabulous menus that vary from finger buffets and canapés to indulgent three-course meals.

Our experienced kitchen team understand the importance of making your event special, so if you have something specific in mind or if you fancy a few changes, we are more than happy to come up with a bespoke menu based on your requirements. We pride ourselves on our flexibility so please don't hesitate to ask.

We require pre-orders four weeks in advance for all seated meals. This ensures a smoother service for us and a more enjoyable meal for you.



PLEASE NOTE:

Gluten-free and vegetarian options are available on request.

All allergen information can be made available if required.

Please always inform us of any allergies, as not all ingredients can be listed, and we cannot guarantee the total absence of allergens in our dishes.

BUFFET MENU



Here is an example buffet menu for your guests to choose from:

Choose 5 items for £24 per person

Choose 7 items for £28 per person

Choose 9 items for £32 per person

Each additional item is £4.50 per person / crisps & nuts £3 per person VE GF

- Coconut crumb coated king prawns
- Savoury tartlets – assortment of pork & cheddar, wild garlic & mushroom, flaked salmon & dill, goats' cheese, cherry tomato & basil and mature cheddar & broccoli
- Gyoza dumplings filled with duck and hoisin
- Onion bhajis, cucumber & mint raita VE
- Crispy breadcrumb chicken goujons DF
- Vegetable spring roll, sweet chilli dip VG
- Battered cod goujons
- Traditional pork pie
- Soy glazed vegetable skewers VE GF
- Ciabatta pizza slices – various toppings (Allergen adaptable)
- Chickpea houmous & vegan tzatziki, mixed crudités VE GF
- Sandwich and wrap platter – various fillings (Allergen adaptable)
- Pork sausage puff pastry roll V - on request
- Spiced lamb kofta, minted yoghurt dressing GF

DESSERT

- Profiterole tower, drizzled chocolate glaze V
- Mini caramelised biscuit beignets V

GF Gluten Friendly

VE Vegan

V Vegetarian

DF Dairy Free

SAPPHIRE MENU



An example sit-down menu for your guests to choose from:

2-course - £29 per person

3-course - £34 per person

STARTER

- Carrot & coriander soup, drizzled crème fraiche **GF**
- Ham hock & pea terrine, honey glazed with cucumber & courgette pickled vinegar
- Haddock & salmon fishcake, dressed watercress, tartar sauce **GF**

MAIN

- Breast of chicken, lemon & honey mustard soak, fondant potato, green beans **GF DF**
- Pork tenderloin, herb roasted potatoes, seasonal vegetables, apple sauce **GF**
- Fillet of pollock, with pesto, fresh asparagus & new potatoes

DESSERT

- Citron tart served with raspberry coulis & Chantilly cream **V**
- Blueberry and apple crumble, vanilla custard **V**
- Trio of New Forest ice cream - vanilla, strawberries & cream, indulgent chocolate **GF**

GF Gluten Friendly

VE Vegan

V Vegetarian

DF Dairy Free

RUBY MENU



An example sit-down menu for your guests to choose from:

2-course: £32 per person

3-course: £37 per person

STARTER

- Leek & potato soup, rustic herbed croutons VC GFA
- Beetroot gravalax, caper and beetroot salsa, mango horseradish, groundstone sourdough GFA
- BBQ beef brisket bites, panko crumb crusted, with a pickled vegetable relish DF

MAIN

- Prosciutto wrapped chicken supreme, dauphinoise potato, seasonal vegetables, topped with creamy wild garlic DF
- Roast sirloin of beef, Yorkshire pudding, herb roasted potatoes, seasonal vegetables, beef dripping jus GFA DFA
- Teriyaki glazed fillet of salmon, roasted vine tomatoes, dauphinoise potato DF

DESSERT

- Panna cotta, fresh ginger & lime citrus, coconut and blueberry compote DF V
- Chocolate brownie, raspberry coulis, chocolate ganache VC DF
- Sticky toffee pudding, salted caramel sauce, vanilla essence ice cream V

GF Gluten Friendly VE Vegan V Vegetarian DF Dairy Free GFA Gluten Friendly Available DFA Dairy Free Available

VEGETARIAN OPTIONS



An example of the vegetarian options available for your guests to choose from:

STARTER

- Aubergine, sweet potato and courgette stroganoff, steamed basmati rice **VC** **DF**
- Vegetable Thai curry, basil rice **VC** **DF**
- Mushroom & stilton wellington, buttered mash, green beans **V**
- Roasted stuffed pepper, vine tomato, pesto and coriander cous cous
- Butternut squash and spinach lasagne **V**
- Chickpea & root vegetable stew, herb dumplings
- Baked aubergine, garlic, mushroom, tomato sauce
- Roasted Mediterranean vegetable cannelloni, tomato sauce

GF Gluten Friendly

VE Vegan

V Vegetarian

DF Dairy Free

CANAPÉS



Perfect for a more informal, relaxed atmosphere, our finger canapés are a stylish way to welcome your guests and can be served pre-dinner or as a standalone.

Choose 4 canapés for £15 per person
Each additional canapé £4 per person

- Medium rare sirloin Yorkshire pudding, horseradish
- Smoked salmon blini, lemon and chive cream cheese GFA
- Shredded duck, hoisin sauce, cucumber mini wrap DF
- Breadcrumbs crab ball, sweet chilli dip
- Bruschetta bites VG GFA
- Maple marinated halloumi, seared pineapple skewer V GF
- BBQ glazed belly pork cubes GF DF
- Chicken, chorizo & roasted pepper roulade, wasabi dip DF

GF Gluten Friendly

VE Vegan

V Vegetarian

DF Dairy Free

GFA Gluten Friendly Available

AFTERNOON TEA



Here is our buffet style afternoon tea menu suitable for events with between 20-60 guests:

SELECTION OF FRESHLY PREPARED SANDWICHES, ROLLS AND WRAPS

- Seared flat iron steak, light brioche, English mustard, rocket leaves
- Crushed egg, mayonnaise, garden pea shoots, stone ground sourdough
- Cold water prawns, seafood sauce, milk bread roll, baby gem, cucumber
- Crumbled Greek feta, caramelised red onions, flat leaf spinach, sliced tomato, tortilla wrap

SELECTION OF SCRUMPTIOUS CAKES AND SCONES

- Elderflower and lemon citrus loaf
- Raspberry and dark chocolate macarons
- Chocolate iced mini doughnuts
- Cream cheese and walnut topped carrot sponge
- Fruit scones, Tiptree strawberry jam, clotted cream

Choice of speciality teas and coffees.

We can tailor prices based on your requirements, please speak with one of our friendly team.

WHAT HAPPENS NEXT?

COME AND VISIT

To really get a feel for our breathtaking seafront location, elegant rooms and friendly team, we'd love to invite you for a visit. We can show you around and answer any questions you may have. We love hosting events and would like to hear how we can bring your ideas to life.

HOW DO I BOOK A FUNCTION?

Once you have an idea of the type of event you want to host and what you would like to include, please come and speak to our events team who will be more than happy to talk through all the options, check availability and prices for you.

DEPOSITS

You can provisionally book a date with no obligation for a maximum of 3 weeks. To confirm that you would like this date, a non-refundable deposit of £200 is required. Until a deposit has been received, we may not necessarily be able to hold the date for you.

Once the deposit is paid, we will send your confirmation. We will then invite you to make an appointment so you can come in and discuss the details of your event.

FINAL PAYMENT

The final payment for your event will need to be settled a minimum of four weeks prior to your event. Our team will also need any menu choices, final numbers, and seating plans by this time. We are happy to take payments and menu choices over the phone should travel be an issue.

DECORATIONS

We will discuss your decoration requirements at the time of booking. We can supply a small selection of decorations if required and can direct you to suppliers if you have something specific in mind. Outside decorations can be delivered to the venue before 3pm on the day of your event and our team are more than happy to decorate the room for you should you not be able to come in yourself on the day.

The function room you have hired will be available an hour earlier than the start of your event – please speak with the events team should you need it ready any earlier. Any cakes or flowers will need to be delivered on the day, as storage is limited.

STAY THE NIGHT

If you and your guests would like to stay the night of your event, please speak with one of our team and they will check room availability and prices for you.

Once you've made your booking, we will be on hand to answer any questions in the run-up to your event. We will provide you with a main point of contact to help you organise your event.

While you are more than welcome to pop into the venue at any time, we do experience very busy periods (especially at weekends), which means one of the team may not necessarily be free to help you without a pre-arranged appointment.

For any further questions or to check availability,
please call us on 01903 211 222
or email info@theburlington.net

