

# MEETINGS AT THE TALBOT



## The Venue

Conveniently located within 10 minutes of both Guildford and Woking, The Talbot offers a great alternative to traditional hotels or purpose-built conference centres for meetings. Just a couple of miles from J10 of the M25 and only half an hour to London. We can tailor your meeting to suit your needs, with room hire including free Wi-Fi, projector and screen as standard and onsite parking.

## Our Spaces

There are four main meeting and event spaces available and we can cater for a maximum of up to 120.

### The Wisley

Our largest room complete with 10 x 8ft screen is ideal for a meeting and can accommodate up to 120 theatre style.

### The Victory

Just off our courtyard area with panelled walls and chandeliers is ideal for meetings for up to 30 boardroom.

### The Surrey Barn

The Surrey Barns were originally the stables belonging to the coaching inn and boasts high ceiling with wood panelling, ideal for up to 30 guests boardroom.

### The Garden Room

With views over the terrace and garden, this is an ideal venue for post meeting drinks/dinner.



## Facilities

Meeting facilities for up to 120

43 ensuite rooms including accessible rooms

Restaurant and Bar

Large south facing terrace and garden – ideal for outside team building events, al fresco dining and BBQ's.

Complimentary Wi-Fi

24 hour reception

Parking

## Capacity

Dimensions	The Wisley 100sq m	Surrey Barn 50sq m	The Victory 45sq m
Theatre	120	40	--
Classroom	58	20	16
Boardroom	60	30	30
U-Shape	30	15	--
Cabaret	50	24	0
Banquet / Dining	80	30	30
Reception	100	50	--



To book your meeting or event, please get in touch with us.  
[Events@thetalbotripley.com](mailto:Events@thetalbotripley.com)

The Talbot, High Street,  
Ripley, Woking, Surrey, GU23 6BB

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## Accommodation

There are 43 bedrooms most of which are located in the Ripley Wing offering contemporary style double/twin accommodation and accessible rooms. In the main house, you'll find a selection of larger rooms including vintage double/four poster accommodation.

All bedrooms include:

- Flat screen TV with Freeview
- Desk and chair
- Free hi-speed wireless internet access
- Tea and coffee making facilities
- Hairdryer
- Iron and ironing board
- Safe



## Food & Drink

With a focus on British timeless classics, the Head Chef and his team at The Talbot use the very best ingredients. We have a range of dining options to suit numerous tastes from healthy and energizing buffets to private dining. We can offer a bespoke working lunch which is freshly made onsite and ensure all dietary requirements are catered for.

Unwind in our traditional bar after your meeting and choose from a selection of local spirits and beers.

## Day Delegate Rate from £42 inc VAT

- Two servings of Tea/Coffee – one with Biscuits, one with Candy Jars
- Working Lunch
- Main Meeting Room Hire
- Bottles of Water
- Projector, Screen & Flipchart
- Delegate Stationery
- Wi-Fi
- Parking

## 24-hour Rate from £179 inc VAT

- Midmorning Tea and Coffee served with Biscuits
- Working Lunch
- Afternoon Tea & Coffee served with Candy Jars
- Main Meeting Room Hire
- Projector, Screen & Flipchart
- Delegate Stationery
- Dinner- Allowance of £30 per person
- Accommodation in a Classic Double Room with Full English Breakfast
- Wi-Fi & Parking

## Main Travel Links

### By car:

The Talbot is located in Ripley, Surrey, just off J10 of the M25 and only half an hour away to London.

### Nearest airports:

London Heathrow is 30 minutes away and London Gatwick is 45 minutes away.

### By train:

The nearest station is West Byfleet (4 miles) or Woking station (5 miles) which offer trains to/from Waterloo in under 30 minutes.



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