



LEOPOLD  
HOTEL

SHEFFIELD

# Meetings & Events

# CONFERENCE ROOM CAPACITIES

## Oak Suite

### Features

Air Conditioning | Natural Daylight | Wi-Fi Connection

### Access

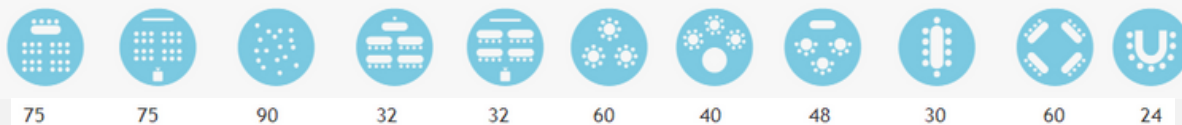
Floor Level Ground | Has Disabled Access

### Dimensions

W 7.2m L 10.1m H 4m Area 72.7m2

### Description

The Oak Suite is the jewel in the crown, prominently placed on our ground floor; this grand oak panelled suite formerly played host to the Central Technical School Board of Directors. With chandeliers and additional spot lighting to create a perfect private meeting suite and training space.



## Library Suite

### Features

Air Conditioning | Restricted Daylight | Wi-Fi Connection

### Access

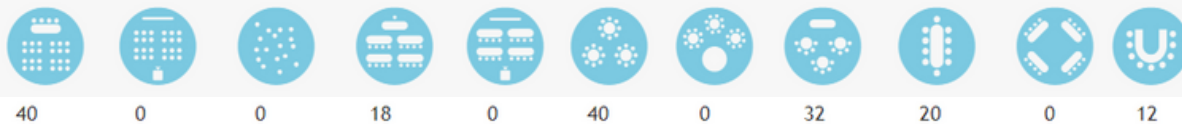
Lower Ground Floor | Has Disabled Access

### Dimensions

W 7.2m L 7.0m H 3m Area 50.4m2

### Description

Reworked into a relaxed style 'alternative' meeting room concept - featuring sofas, high backed chairs, walled AV screen, fully airconditioned. Great for brain-showers and a more vibrant setting to a meeting or presentation room.





# CONFERENCE ROOM CAPACITIES

## Faraday Suite

### Features

Air Conditioning | Natural Daylight | Wi-Fi Connection

### Access

Floor Level Ground | Has Disabled Access

### Dimensions

W 5.2m L 5.7m H 4.5m Area 29.6m<sup>2</sup>

### Description

A light and versatile suite which can access into the Oak Suite if required using an internal door. Ideal for drinks party, training courses, breakfast seminars and meetings. Featuring the original fireplace, with pictures from when the hotel was a Central Technical School plus a central chandelier with supportive spot lighting.



## Bessemer Suite

### Features

Air Conditioning | Natural Daylight | Room Control | Wi-Fi Connection

### Access

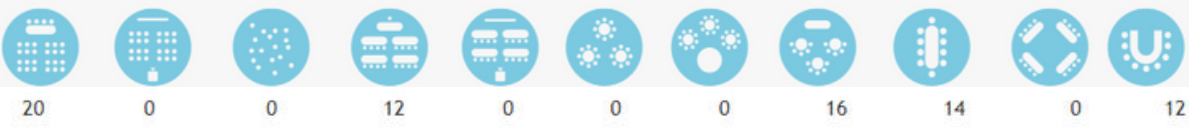
Floor Level Ground | Has Disabled Access

### Dimensions

W 4.6m L 5.8m H 4.5m Area 26.7m<sup>2</sup>

### Description

The Bessemer Suite is situated to the right of main hotel Lobby & Reception and has two original oak doors leading onto the Leopold Bar and external Terrace beyond. Well styled as an interview room, small boardroom and presentation suite.



# CONSCIOUS CONFERENCING

**Join us in our efforts to be Green**

All of our conference brochures are in electronic format only - please think before you print

We provide Yorkshire Water perfectly chilled and served in water dispensers

Our coffee is rain Forest Alliance Approved

Our tea is Fairtrade tea

Our herbs primarily come from our own herb and meadow flower beds

Our conference pads are made from FSC paper and we encourage you to use both sides - you'll find these are available on a side table with a pencil

All conference suites feature recycling bins which we encourage delegates to utilise

Whiteboards are available in place of flip chart pads

We are proud to have 100% LED lighting throughout the hotel

Boost your Vitamin D and take your lunch out on the external Terrace

We don't use table linens in our conference suites

We urge delegates to consider traveling by public transport

For those who enjoy cycling, we have bike storage available for all conference delegates

Our partner car park provider offers electric charging points for those with electric and hybrid vehicles

Off-site parking available at Q-Park Rockingham Street - £8.00 per vehicle

(Electrical vehicle charging is available at a surcharge)



# CREATE YOUR PERFECT TAILORED PACKAGE

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## Oak Suite

Full Day - £550.00

Part Day - £350.00

## Library Suite

Full Day - £350.00

Part Day - £275.00

## Faraday Suite

Full Day - £300.00

Part Day - £250.00

## Bessemer Suite

Full day - £275.00

Part Day - £200.00

## Enhancements

Tea & Coffee with biscuits @ £4.00 per person per serving

Tea & Coffee with a choice of pastries or muffins @ £5.00 per person per serving

Unlimited Tea & Coffee @ £9.00

Hot breakfast sandwich with a choice of bacon, egg or sausage fillings @ £7.50

Sandwich Lunch @ £12.95 per person

Hot Buffet Lunch @ £15.95 per person

Individual Bottled Mineral Waters @ £3.50 per person per serving

## Equipment

Projector & Screen @ £60.00

Flipchart or Whiteboard & Pens @ £20.00

PA System @ £75.00

Hearing Loop @ £80.00

Speaker, Microphone & Webcam @ £160.00

Prices are inclusive of VAT





# DAY DELEGATE PACKAGES

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## Package 1

£30.00 per delegate (minimum of 12 delegates)

Arrival Refreshments of Tea, Coffee & Pastries  
Mid-Morning Tea, Coffee & Biscuits  
Lunch - Selection of Sandwiches, Salad, Wedges & Dips  
Afternoon Tea, Coffee & Muffins

Infused iced Yorkshire water served in jugs

## Package 2

£38.00 per delegate (minimum of 12 delegates)

Arrival Refreshments of Tea, Coffee & Pastries  
Mid-Morning Tea, Coffee & Biscuits  
Lunch - Chicken Strips & Fries with BBQ Sauce, Tomato & Basil Pasta, Fresh Mixed Salad, Coleslaw,  
Wedges with Dips  
Afternoon Tea, Coffee & Muffins

Infused iced water served with jugs of iced water

## Desserts

Raspberry & Chocolate Torte served with whipped cream- £3.95 per person  
Fruit Bowl (suitable for up to 12) - £25.00  
Prepared Fruit Platter (Suitable for up to 12) - £35.00



## HEALTH AND WELLBEING ADDITIONS

Cereal Bar @ £1.20 per person

Fruit Granola Yoghurt Pots @ £3.00 per person

Fresh Fruit Bowl - a mix of assorted fresh fruits (serves 10) @ £25.00

Fresh Fruit Juice @ £5.00 per jug

Fruit & Nut Bowl (serves 5) @ £4.50

Fruit Smoothies @ £2.50 per person

Complimentary use of the Fitness Suite during your event

Complimentary use of Yoga Mats (limited quantity)

Running and Walking maps are available on request



## LOCAL PARTNERSHIPS

Once the day's activities conclude guests are free to join us for drinks and light bites in the Leopold Lounge Bar & Terrace.

Furthermore, being located in Leopold Square we are surrounded by some of the best bars and eateries. For your guests wishing to dine we are proud to work with a selection of partner restaurants who provide specific off-site dining with additional benefits for hotel guests.

We would gladly liaise with any of the following restaurants on your behalf to reserve a table at your preferred dining time.

Leopold Hotel Partners Are: [partner restaurants](#) | [Leopold Hotel Sheffield](#)  
Then simply pay for the dining at the restaurant of choice on the evening.

To avoid disappointment please liaise with us to make your group dining reservations

Additional Partnership Services available to you:

Car Parking (£8.00 daily car park rates available at Q Park on Rockingham Street, S1 4NL)

[Finding Us - Sheffield Hotel](#) | [Leopold Hotel Sheffield](#)

Add on Activities Available such as Salsa Dancing, Axe Throwing, and Walking With Alpacas! Simply liaise with us to quote & arrange





# ACCOMMODATION

## ABOUT US

We are Sheffield's only four-star boutique hotel. Our historic property offers a quirky yet luxurious place to meet and sleep, and it is situated centrally on Leopold Square amongst an array of upmarket bars and eateries. Each of the hotel's 89 en-suite bedrooms is uniquely furnished, offering every modern amenity for the discerning visitor. View our different room options by visiting <https://leopoldhotel.co.uk/en/rooms>

## FITNESS SUITE

We know the importance of maintaining a healthy lifestyle when traveling for work which is why all our guests have complimentary access to our fitness suite. Our fitness suite is the perfect place to keep up your gym routine while you travel. Work up a sweat or workout to unwind after a busy day.

Complimentary access for hotel guests

Premium cardio equipment

Weight training and resistance machines

Free-weights, mats, and balance ball

Fully air-conditioned

The fitness suite is open daily from 6 am until 10 pm, chilled water is available.

## HISTORY

Originally a 19th-century grammar school, the stunning historical architecture fuses modern designs to create a unique setting.

The imposing building has been sympathetically restored to retain its charming architectural character. Our hotel reflects its past with the many images and photographs that have been kindly donated from past pupils. Touches of memorabilia are what keep the hotel alive with tales of schoolboy antics and life as it used to be.

