



Conference & Events voco® Letchworth Hall



VOCO
— BY IHG —
Letchworth Hall

K Reception
No parking
Drop-off only



voco® Letchworth Hall is set within
landscape grounds on the edge of
England's first ever Garden City

A warm welcome to voco® Letchworth Hall

Welcome to voco Letchworth Hall Hotel, a stunning 4-star country house, proudly part of IHG Hotels & Resorts. Set within tranquil, landscaped grounds on the edge of the Hertfordshire countryside, our beautifully refurbished 17th-century manor is located just five minutes from Junction 9 of the A1(M), with complimentary car parking and seamless connections to Stevenage, London Luton Airport and London King's Cross.

Host your next event in our bright, versatile and accessible ground-floor suites, featuring natural daylight, air conditioning and a pillar-free layout. These suites are surrounded by picturesque gardens, making them ideal for outdoor receptions and barbecues. From large-scale conferences and team-building days to gala dinners, celebratory receptions and Christmas parties, our dedicated team looks forward to partnering with you to bring your vision to life.



The Marston 1 Suite

GROUND FLOOR

From the moment guests arrive through the Marston Suite entrance and foyer into Marston 1, this bright suite sets a welcoming tone. Floor-to-ceiling glass doors flood the room with natural light and open directly onto the tranquil Marston Gardens, creating a seamless connection to the outdoors.

Perfect for both corporate events and social gatherings, the suite comfortably accommodates 28 delegates in a collaborative U-shape layout or up to 60 guests for a banquet. It provides a stunning backdrop for meetings, conferences, team-building sessions and garden events.



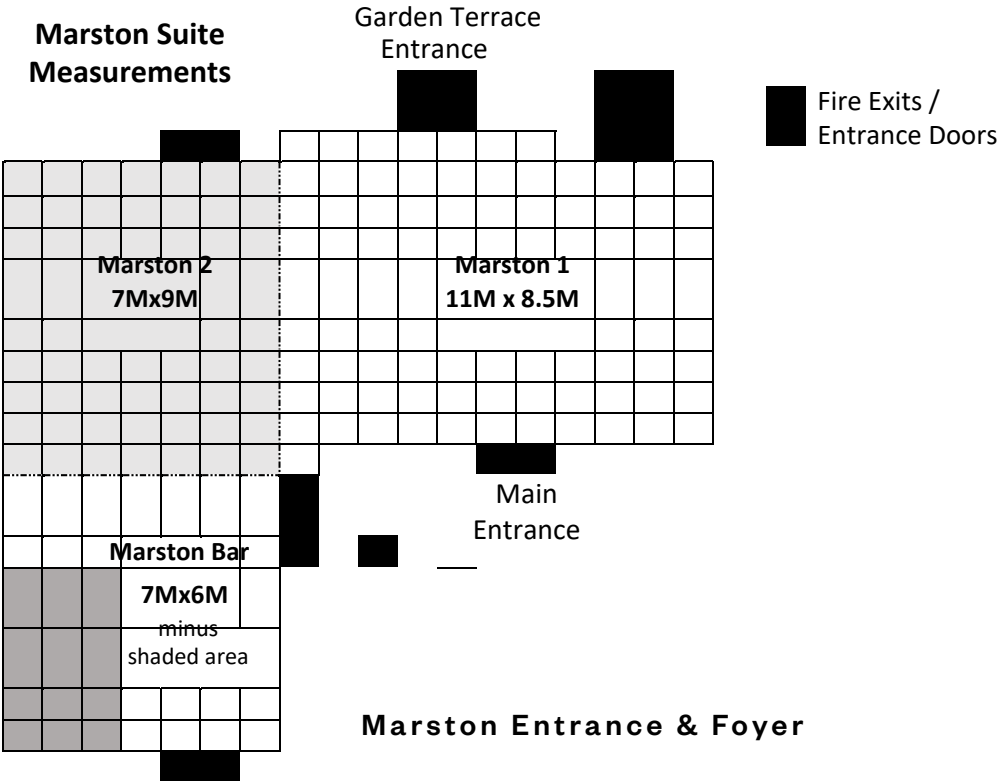
The Marston Suite

GROUND FLOOR

Guests enjoy a seamless arrival through the dedicated entrance and foyer into the Marston Suite. This bright, versatile space features bi-folding glass doors that fill the room with natural light and lead directly onto the tranquil Marston Gardens.

Complete with a stylish in-suite bar and flexible partitions to divide the room, the suite comfortably hosts up to 100 guests for a banquet and provides an ideal setting for conferences, private dinners, team-building sessions, barbecues and garden events.

Marston Suite Measurements





The Marston 2 Suite

GROUND FLOOR

Welcome your guests through the Marston Suite entrance and foyer into Marston 2. This stylish, light-filled suite features floor-to-ceiling glass doors opening directly onto the tranquil Marston Gardens.

Complete with a contemporary in-suite bar and flexible room partitions to adapt to any layout, it comfortably hosts 20 delegates in a U-shape setup or up to 50 for a banquet, making it an ideal setting for corporate meetings, private dinners, receptions and celebratory afternoon teas.



The Alington 1 Suite

GROUND FLOOR

Guests enjoy a seamless arrival through the Alington Suite entrance and foyer into Alington 1. Generous windows flood the space with natural light, while state-of-the-art lighting creates an inviting, productive atmosphere.

The room comfortably hosts 40 delegates in an interactive U-shape layout or up to 100 for a banquet, making it an exceptional setting for conferences, exhibitions, award dinners and receptions.



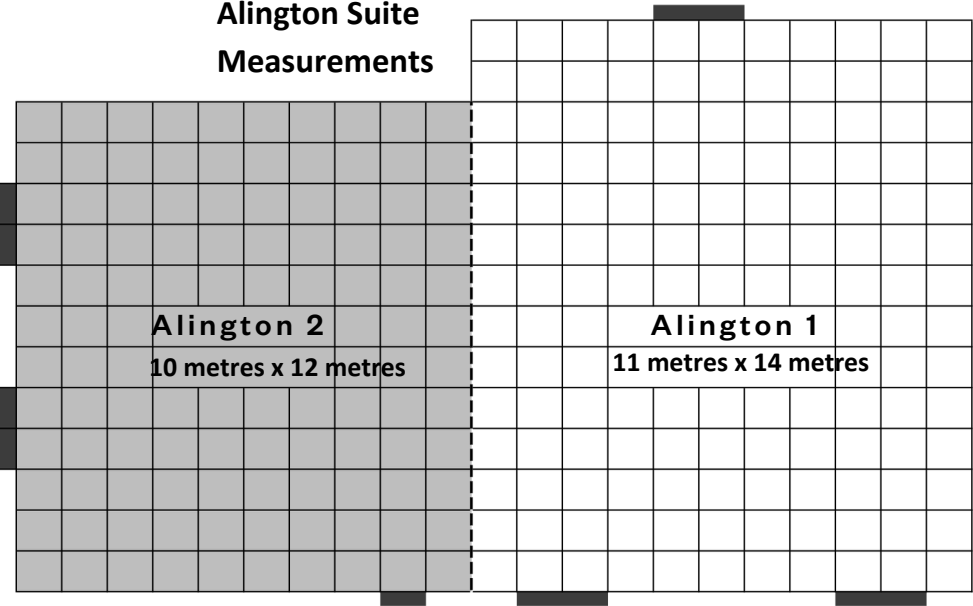
The Alington Suite

GROUND FLOOR

Guests enjoy a smooth arrival through the dedicated entrance and foyer, featuring an integrated bar that leads into the Alington Suite. Inside, sweeping windows flood the room with natural light, while state-of-the-art ambient lighting creates an inviting, productive atmosphere.

The Alington Suite offers the flexibility to host a wide variety of conferences, meetings, exhibitions, award dinners and receptions. This adaptable space can also be divided into two separate event rooms, tailored to your exact requirements for up to 180 guests.

Alington Suite Measurements



Alington Foyer Entrance & Bar





The Alington 2 Suite

GROUND FLOOR

Guests arrive through the Alington entrance and foyer into Alington 2. This bright and welcoming suite features state-of-the-art coloured lighting.

The space comfortably hosts 26 delegates in an interactive U-shape layout or up to 60 guests for a banquet, making it a perfect choice for corporate meetings, conferences, dinners and evening receptions.



Events and Private Dining

BANQUETING

Whether you are hosting an intimate buffet reception, a milestone celebration or a prestigious awards dinner, our elegant spaces offer a beautiful backdrop for every occasion.

- The Marston Suite: Offers seamless access to our gardens, which are ideal for receptions or BBQs on a summer's evening.
- The Alington Suite: Features state-of-the-art lighting to create the perfect ambiance and elevate your celebrations.

Banqueting at voco® Letchworth Hall is as impressive as our historic surroundings. Our expert culinary team will collaborate closely with you to craft a bespoke menu tailored uniquely to you and your guests.





Our hotel and grounds offer
inspiration from every angle.



Team Building

Escape to voco Letchworth Hall for a memorable corporate away day. With eight acres of beautifully maintained gardens, we provide the perfect backdrop for dynamic team-building activities, from assault courses to treasure hunts.

Enhance your event with bespoke dining by gathering in the gardens for a BBQ, a buffet or pizza, perfect for daytime breakout sessions or evening networking.

Eating and drinking

BANQUETING

Lyttons' Lounge, Bar, Garden Terrace and Restaurant

Lyttons' Lounge & Bar

The elegantly refurbished lounge provides an ideal area for small meetings and social gatherings.

The vibrant bar is set within the historic Great Hall, which retains its original 17th-century grandeur, including a Jacobean fireplace and a Minstrels' Gallery. It is an ideal space to unwind with colleagues or friends over light meals, afternoon tea or pre-dinner drinks.

Lyttons' Garden Terrace

Direct access to the tranquil Lounge Terrace Garden offers peaceful surroundings and attractive garden views.

Lyttons' Restaurant

This refined yet relaxed restaurant and conservatory serves expertly prepared international cuisine.

It is a versatile venue perfectly suited for business lunches, afternoon tea, dinner, celebratory occasions and special events.



Nuffield Health & Fitness Centre

MORE ME TIME

Nuffield Health and Fitness Centre

All residents enjoy complimentary access to the Nuffield Health & Fitness Centre, featuring a 20-metre swimming pool, a fully equipped gym, a sauna and a steam room. it is the perfect place for unwinding and recharging at the end of the day.

For any enquiries, please contact the Nuffield Health & Fitness Centre directly at 01462 681 075.

Holistic Treatments

Rebalance your mind and body at Nuffield, indulge in a rejuvenating facial, a soothing massage, a balancing reflexology session or an expert manicure. Please speak with the Nuffield Beauticians to pre-book your moment of pure wellness.



Rooms & Suites

MORE ME TIME

Rest, relax and stay connected while attending a conference, celebrating a milestone or enjoying a relaxing break at voco Letchworth Hall, which offers a welcoming retreat. With 88 refurbished, air-conditioned rooms with wifi, work desks and full en-suite amenities.

From standard double, queen, king and accessible bedrooms to spacious premium rooms and luxurious king suites with scenic views and mini-fridges, we have the ideal space for every guest.

If you require any assistance during your stay, our team is on hand to help you 24 hours a day.

Check-in time from 3:00pm and check-out by 11:00 am.





Delegate Packages

Day Delegate Package Includes:

- Main meeting room hire and setup
- Three servings of tea, coffee, biscuits and fruit
- Sandwich buffet lunch:
(featuring a selection of sandwiches/wraps, chips and a fruit platter)
- Complimentary water replenished though-out the day
- LCD projector, screen and a flipchart
- Dedicated person to oversee your event
- Complimentary car parking
- Wifi

Delegate Package Upgrades Includes:

- Tea, coffee and snacks
- Tea, coffee and treats
- Breakfast baps (bacon, sausage, or egg)
- Two-course working buffet:
(choice of sandwiches /wraps with fresh salad, chips, buffet items and desserts)
- Two-course lunch in Lytton's Restaurant

Twenty-Four Hour Package Includes:

- Day Delegate package
- Three-course seated dinner in Lytton's Restaurant
- Access to the Nuffield Health & Fitness facilities
- Overnight accommodation with a full English breakfast

Prices vary and minimum delegate numbers apply for each enquiry.

Contact us to request a proposal on:

Email: sales@lhhotel.co.uk Telephone number: 01462 683747





Capacities and dimensions

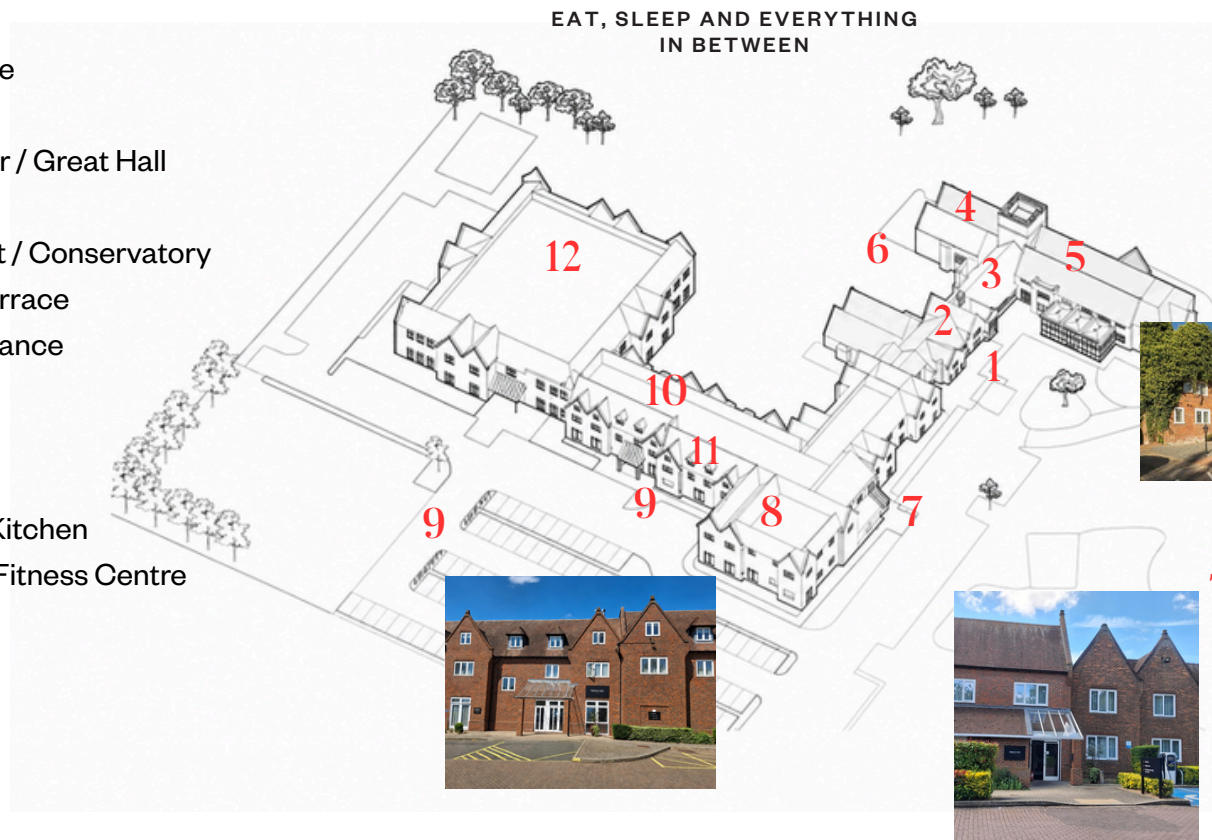
GROUND FLOOR	Capacity of Function Rooms						
Function Room	M2 Length x Width	Boardroom	Theatre	Classroom	U-shape	Cabaret	Banquet
Alington Suite	21 x 14m	60	220	100	60	160	180
Alington 1	11 x 14m	40	160	70	40	80	100
Alington 2	10 x 12m	25	60	30	26	40	60
Marston Suite	18 x 8.5m	30	120	50	35	70	100
Marston 1	11 x 8.5m	25	60	30	28	48	60
Marston 2	7 x 14.5m	15	40	16	20	32	50

Ground Floor Plan

voco® Letchworth Hall

Key for the Ground Floor Plan

- 1 Main Hotel Entrance
- 2 Reception
- 3 Lyttons Lounge Bar / Great Hall
- 4 Lyttons Lounge
- 5 Lyttons Restaurant / Conservatory
- 6 Lyttons Garden Terrace
- 7 Alington Suite Entrance
- 8 Alington Suite
- 9 Marston Entrance
- 10 Marston Suite
- 11 Outside Catering Kitchen
- 12 Nuffield Health & Fitness Centre



Points to share

HOTEL BENEFITS

4-star IHG country house hotel

8 acres of beautifully landscape grounds

4 ground floor meeting and event suites

Ample free on-site car parking
suitable for coach parking

2 EV charging points &
drop off point

Complimentary Wifi

88 modern and newly refurbished bedrooms

24 hour room service

External catering kitchen

Printing services

Accessible parking & facilities

Relax at the Lyttons' lounge bar, restaurant
or at the garden terrace and enjoy the
beautiful garden views

Nuffield Health & Fitness Centre, with Holistic treatments
including a 20m swimming pool, sauna and steam room

IHG One rewards & IHG Business rewards

Enquire with our conference and events team at:

Email: sales@lhhotel.co.uk

Telephone number: 01462 683747

**We look forward to hosting you - Contact our events team today
to plan your next successful event at voco® Letchworth Hall.**



VOCO®

AN IHG HOTEL

Letchworth Hall Hotel

Finding us

TRAVEL BY RAIL

Letchworth Garden City Station - 5 minutes by car | 1.5 miles
Kings Cross/ London 36.4 miles | 30 minutes by train

TRAVEL BY ROAD

Letchworth is Junction 9 A1(M) - 5 minutes by car | 1.5 miles

TRAVEL BY AIR

Luton Airport 12 miles | Stanstead Airport 29 miles