



EVENTS AT NOVOTEL IPSWICH

WHATEVER YOUR OCCASSION WE CAN HELP
BRING YOUR EVENTS TO LIFE

OUR VENUE

MEETING ROOM DIMENSIONS AND CAPACITIES

All meeting rooms are air conditioned, have natural daylight and unobstructed views.

Conference Suite	Size	Board room	U shape	Theatre	Class room	Cabaret	Dinner dance
	in m ²						
Gainsborough Suite	200	90	74	220	100	112	140
Gainsborough 1	57	30	20	60	30	32	40
Gainsborough 1 & 2	88	40	30	90	40	48	70
Gainsborough 2 & 3	63	20	15	40	20	24	40
Gainsborough 3 & 4	96	40	30	90	40	48	70
Gainsborough 4	65	30	20	60	30	32	40
Kilderbee or Sparrowe	49	17	20	50	16	24	30
Kilderbee & Sparrowe	98	40	30	90	30	50	70
Wolsey	12	8	n/a	n/a	n/a	n/a	n/a



CONFERENCES AT NOVOTEL IPSWICH



Room hire and packages include:
Projector & Screen
Flip chart and Markers
Pads & Pencils
Still water
WIFI

	Room Hire Half Day	Room Hire Full Day
Gainsborough Suite	£250	£450
Gainsborough 1	£170	£235
Gainsborough 1 & 2	£190	£250
Gainsborough 2 & 3	£190	£250
Gainsborough 3 & 4	£190	£235
Gainsborough 4	£170	£235
Kilderbee or Sparrowe	£160	£190
Kilderbee & Sparrowe	£190	£250
Wolsey	£90	£120

INDIVIDUALLY PRICED REFRESHMENTS

Tea, coffee & biscuits per person, per
serving £3.25
or £12 per person free flow all day

Tea, coffee & pastries per person per
serving £5.25

Bacon/sausage/egg rolls, tea, coffee &
biscuits per person £7.00

Sandwich Lunch - £12.99 per person
(min. 10 delegates)
Sandwiches & wraps, chips, 1 hot item and
juices

2 Course Finger Buffet - £18.99 per
person
(min. 10 delegates)
Sandwiches & wraps, 4 hot items, Mixed
salad, dessert and juices

A full 3 course Luncheon - £31.00 per
person
(buffet style, min. 10 delegate)
Salads, soup, Main meat/fish/vegetarian
with veg and potato, and desserts

CONFERENCES AT NOVOTEL IPSWICH



Day Delegate Packages (minimum of 10 people)

Classic Day Delegate Packages £32.00 per person

- Meeting room hire
- Arrival tea break
- Morning tea break
- Sandwich lunch
- Afternoon tea break
- Equipment (LCD projector, screen, HDMI cable, flipchart, notepads & pens)
- Unlimited mineral water in the main meeting room and during lunch

Superior Day Delegate Packages £42.00 per person

- Meeting room hire
- Arrival tea break
- Morning tea break
- 2 course finger buffet lunch
- Afternoon tea break
- Morning or Afternoon treat
- Equipment (LCD projector, screen, HDMI cable, flipchart, notepads & pens)
- Unlimited mineral water in the main meeting room and juices during lunch

Day delegate package upgrade:

Pastries £2.00 per person per serving

Breakfast rolls £3.75 per person per serving

3 Courses buffet lunch £19.00 per person

FAMILY GATHERINGS AT NOVOTEL IPSWICH



At Novotel Ipswich, we take pride in ensuring that your needs are met with the utmost care and attention. Our dedicated team is committed to making your event truly memorable—an occasion you will cherish forever.

Afternoon Tea Menu

(minimum of 25 people)

Assorted Sandwiches

To include 1 meat options, 1 fish option, 1
vegetarian option

Choose 3 additional items

Mini Sausage rolls
Barbecue Chicken Skewers
Individual Quiche Lorraine
Crudites and dips
Seasoned Wedges
Mini Spring Rolls
Mini Margherita Pizza
Cheese and Onion Lattice Finger
Scones with Jam and clotted Cream
Jam Doughnuts
Mini Red Velvet Cakes
Chocolate Brownie

£16.50

Per Head

Including Tea and Coffee



Hot and Cold Finger Buffet

(minimum of 30 people)

SANDWICHES & WRAPS

Choose 2 meat options, 1 fish option,
1 vegetarian option

Chicken & Bacon
Beef & Horseradish
Coronation Chicken
Ham & Mustard
Prawn Cocktail
Tuna & Sweetcorn
Egg Mayonnaise (vegetarian)
Cheese & Onion (vegetarian)
Cheese & Tomato (vegetarian)
Roasted Red Pepper & Guacamole
(vegan)
Hummus & Tomato (vegan)

SALADS

Choose 2 options

Mixed Leaf Salad with House
Dressing (vegan)
Greek Salad (vegetarian)
Potato & Chive Salad (vegetarian)
Coleslaw (vegetarian)
Mediterranean Style Couscous
(vegetarian)
Spicy Rice Salad (vegetarian)
Tuna & Sweetcorn Pasta Salad
Cudités & Dips (can be vegan on
request)
Beetroot & Onion Salad
(vegetarian)
Ceasar Salad

MAINS

Choose 4 options

Spicy Chicken Wings
BBQ Chicken Drumsticks
Chicken Goujons
Chicken Satay Skewers
Mini Beef Burger Sliders
Duck & Hoisin Spring Rolls
Mini Sausage Rolls
BBQ Pulled Pork Stuffed Mini Yorkshire
Puddings
Mini Meatballs With Marinara Sauce
Mini Pork Pies (cold)
Prawn Skewers
Fish Goujons
Bruschetta (cold, vegetarian)
Goats Cheese & Red Onion Chutney Tart
(vegetarian)
Vegetable Samosa (vegetarian)
Margherita Pizza (vegetarian)
Onion Bhajis (vegan)
Vegetable Pakoras (vegan)
Chips
Please choose from wedges, french fries,
chunky chips

DESSERTS

choose 2 options – all vegetarian, vegan
is stated

Crème Brulee
Chocolate Fudge Cake
Strawberry Swirl Cheesecake
Vanilla Cheesecake
Lemon Cheesecake
Sticky Toffee Pudding
Carrot Cake
Lemon Tart
Treacle Tart
Bakewell Tart
Banana Bread
Key Lime Pie
Lemon Possett
Fresh Fruit Salad (vegan)
Chocolate & Coconut Tart (vegan)

£26.50

Per Head



Hot Fork Buffet

(minimum of 20 people)

STARTERS

Choose 2 options
Chicken Liver Pate
Cold Meat Platter
Smoked Salmon Platter
Classic Prawn Cocktail
Smoked applewood cheese and
red onion chutney tart (vegetarian)
Soup of the Day
Choice of mixed vegetable, cream
of tomato carrot & coriander leek
& potato, broccoli & stilton and a
vegan option on request

SALADS

Choose 2 options
Mixed Leaf Salad with House
Dressing (vegan)
Greek Salad (vegetarian)
Potato & Chive Salad (vegetarian)
Coleslaw (vegetarian)
Spicy Rice Salad (vegetarian)
Tuna & Sweetcorn Pasta Salad
Cudites & Dips (can be vegan on
request)
Beetroot & Onion Salad
(vegetarian)
Caesar Salad

MAINS

Choose 1 meat dish
Chicken Breast with Tarragon Sauce
Chicken Leg Glazed with Honey &
Mustard
Sri Lankan Chicken Curry
Roasted Pork Lion with Mustard Sauce
Pork Fillet with Creamy Cider Sauce
Braised Topside of Beef with Pan Gravy
Roasted Lamb Shoulder with Redcurrant
& Mint jus

Choose 1 fish dish

Smoked Haddock & Spring Onion
Fishcake
Baked Cod with Creamy Dill Sauce
Salmon Hollandaise
Seabass with Tomatoes, Red Pepper &
Chilli Salsa
Fisherman's Pie
Indian Style Fish Curry

Choose 1 vegetarian dish

Wild Mushroom Risotto
Vegetable Ratatouille
Spinach & Ricotta Tortellini with Tomato
Sauce
Sweet Potato & Chickpea Curry (vegan)
Gnocchi with Butternut Squash & Sage
Sauce
Stir Fry Vegetable Noodles

SIDES

Choose 1 side
Mashed Potato
Roasted New Potatoes
Roasted Potatoes
Baked Jacket Potato
Chunky Chip
French Fries
Basmati Steamed Rice
Egg Fried Rice
Sweet Potato
Mash

DESSERTS

Choose 2 options - all vegetarian
vegan is stated
Vanilla Creme Brulee
Chocolate Fudge Cake
Strawberry Swirl Cheesecake
Carrot Cake
Treacle Tart
Bakewell Tart
Lemon Tart
Banana Bread
Key Lime Pie
Fresh Fruit Salad
Chocolate & Coconut Tart (vegan)

2 course £27

3 course £31



Sit Down Meal

(minimum of 20 people)

MAINS

- The Chicken
(NCGI)

Pan-Seared Breast | Creamy Mash |
Carrot Purée | Fine Beans | Tarragon
& Chardonnay Cream

- The Bass
(NCGI)

Pan-Fried Seabass | New Potatoes |
Tenderstem Broccoli | Radish | Pea &
Spinach Velouté

- The Vegetarian
(v)(NCGI)

Wild Mushroom Risotto | Crispy Sage
| Parmesan Crisps | Truffle Oil |
Toasted Pine Nuts

- The Upgrade
(£5 Supplement)

- The Beef
(NCGI)

Braised Featherblade | Truffled
Sweet Potato | Heritage Roots |
Pickled Silverskins | Red Wine Jus

STARTERS

- The Soup
(v)(vg)(NCGI)

Velvet Sweet Potato &
Coconut | Pumpkin Seeds |
Chilli Infusion

- The Parfait Chicken Liver
Parfait | Crusty Sourdough
Ciabatta | Gherkins | Piccalilli
Purée

- The Shrimp Prawn Cocktail |
Bloody Mary Sauce | Baby
Gem Lettuce

DESSERTS

- The Cheesecake
(v)

Vanilla New York Style |
Seasonal Fruit Compote

- The Fondant
(v)

Chocolate Fondant | Vanilla
Ice Cream

- The Brûlée
(v)

Crème Brûlée | Shortbread
Fingers

2 course £29.50

3 course £38





Extras

Canapes

Mini cheeseburger Crostini

Smoked Salmon Blinis

Mediterranean Bruschetta

Chicken liver parfait brioche topped with
cranberry sauce

Shrimp and Guacamole on cucumber crunch

Mini yorkshire puddings with BBQ pulled pork

Goats cheese mousse and prosciutto volauvent

Mini naan bread sauteed spinach and halloumi
cheese

£8 per choice of 3 per person

£10 per choice of 5 per person

Drinks

Bottle of house wine from £24.00

Glass of house wine from £5.80

Glass of Prosecco from £5.35

Buck's Fizz from £5.00

Jug of orange juice from £10.00

Bottled beers from from £4.00

Equipment Hire

DJ - £450

Dancefloor - £100

Private bar open if under
70 guests - £150