

# GROUP ORGANISER'S GUIDE



**Doubletree by Hilton  
Docklands Riverside  
265a Rotherhithe Street  
London SE16 5HW  
Telephone: 020 7231 1001**



This information has been prepared to assist you in planning your stay at New Year. If you have any questions, please contact Malcolm Chalk.

**Bedroom location.** Your rooms will be allocated on specific floors of the hotel. The hotel will pre-assign your rooms in chaperone groups prior to arrival as per your request.

**Bedroom types.** Your bedroom allocation will be made up of a majority twins (2 beds for 2 people) and the balance doubles (1 large bed for two people). Triple rooms (usually a double & single bed for three people) are available on request. Anyone requesting a double room to themselves will need to pay the single supplement.

**Bedroom facilities.**

- All rooms have a bath with shower.
- All have direct dial telephone.
- All have televisions with cable channels which are free.
- All rooms have mini refrigerators and will be empty.

**Orientation Meeting.** Orientation will take place in the **London Room** on the mezzanine floor. The room will be set up dinner style for 200.

**Equipment Storage.** The **Battersea** or **Chelsea Room** on the ground floor will be set aside for storage of your musical instruments.

**Breakfast & Dinner.** Breakfast (English buffet) will be served daily in the **London Room** on the ground floor, which has a capacity of 200.

Three dinners (buffet) will be served in the same room on pre-arranged dates.

**New Year's Eve.** The **London Room** will be used for the party on New Year's Eve. A disco, dance floor, soft drinks and pizza will be provided.

**Internet access.** There is free WIFI access throughout the hotel.

