



THE

ROYAL SCOTS CLUB

FOR THE INTERESTED

2024

**STATIONS AT THE READY FOR YOUR
MEETINGS, CONFERENCES & EVENTS**



**29-31 ABERCROMBY PLACE | EDINBURGH | EH3 6QE
0131 556 4270 | EVENTS@ROYALSCOTSCLUB.COM**

WELCOME

Boasting a range of flexible, elegant conference facilities for up to 165 delegates, 31 well-appointed bedrooms and many versatile dining and bar facilities – The Royal Scots Club is the perfect venue, whatever your event.

Conveniently located in Edinburgh's New Town, a 5-minute walk from Princes Street, The Club is a productive haven for your corporate event. Central enough to make travel a breeze, but with a cosy club atmosphere that makes it easy to forget you're in Scotland's capital.

Our service and attention to detail are second-to-none. Rest assured that our experienced and professionally-trained team will handle your requests with care and finesse.

TRANSPORT

By Road

From the West, follow signs into the City Centre, eventually turning right onto Queen Street, taking the third left into Queen Street Gardens East and right into Abercromby Place.

From the East turn onto York Place, which continues into Queen Street. Turn second right into Queen Street Gardens West. Turn right onto Heriot Row, which changes into Abercromby Place after the traffic lights.

By Rail

Exit Waverley Station onto Princes Street, and turn left. Turn right onto South St Andrew Street and head straight passed St Andrews Square onto Dublin Street, turning left onto Abercromby Place. Reception is located at 29 Abercromby Place.

By Air

Take the A8 into the City Centre, following directions by road from the West. If coming by bus or tram, the Airport Express Bus will drop you off at the bottom of the Mound, a short walk up Hanover Street, across George Street and down towards Queen Street Gardens East, turning right into Abercromby Place.

SUMMARY OF ROOMS AVAILABLE FOR HIRE

The Ellesmere Room

Located on the ground floor, this beautifully decorated modest-sized meeting room is suitable for **up to 30** people depending on layout.

**Recommended for Boardrooms and Interviews.*

The Scott Room

Located on the 1st floor, this meeting room with elegant Georgian features is suitable for **up to 18** people depending on layout.

**Recommended for Boardrooms and Interviews.*

The Douglas Room

Located on the 1st floor, this gorgeous medium-sized meeting room is suitable for **up to 50** people depending on the layout.

**Recommended for Boardrooms, Classrooms, Team Offsites, Trainings, Press and Launches.*

The Hepburn Syndicate Suite

Located on the lower basement floor, this small modern room is suitable for **up to 20** people depending on the layout.

**Recommended for Boardrooms, Interviews, Auditions and Classrooms.*

The Princess Royal Bar

Located on the lower basement floor, this full-service bar is suitable for **up to 40** people.

**Recommended for Classrooms, Team Offsites, Breakouts, Trainings, Co-working and Office Parties..*

The Princess Royal 1 & 2 Suites

Located on the lower basement floor, these twin large-sized rooms are suitable for **up to 80** people depending on the layout.

**Recommended for Classrooms, Team Offsites, Trainings, Auditions and Launches.*

The Hepburn Suite

Located on the lower basement floor, this luxurious suite is suitable for **up to 120** people depending on the layout.

**Recommended for Conferences, Classrooms, Team Offsites, Trainings, Auditions, Banquets, and Larger Events..*

The Princess Royal Suite

Located on the lower basement floor, this enormous suite is suitable for **up to 165** people depending on the layout.

**Recommended for Conferences, Classrooms, Team Offsites, Trainings, Auditions, Banquets and Larger Events.*

ACCESSIBILITY

Wheelchair Access

The building has full wheelchair access via The Royal Scots Club Members' Entrance at No. 30 Abercromby Place. Non-members with accessibility needs can use the intercom to gain access to the building.

Wheelchair-accessible WCs are provided on floors G, B1, and B3. All floors are accessible by lift located inside the building behind reception.

Induction Loop Hearing System

A fixed induction loop system is provided in the Princess Royal Suite and Hepburn Suite.

IT EQUIPMENT & AV FACILITIES

All rooms have data outlets and electrical sockets to support the use of laptops and presentation equipment.

Complimentary internet access is available throughout the building.

Conference packs, cordial, mints, mineral water and pencils come as standard.

The following in-house equipment is complimentary on request and subject to availability:

- Flipcharts with paper and pens
- 50-inch LCD screens
- Conference phones
- Windows laptops

The following services are available at a charge:
Prices on request.

- Photocopying – available for copying meeting papers between the hours of 9 am and 5 pm and is subject to staff availability. Wherever possible please arrange photocopying in advance.
- Printing – available subject to office hours.

BOOKINGS

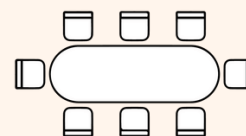
Email: events@royalscotsclub.com or

Phone: **0131 556 4270**

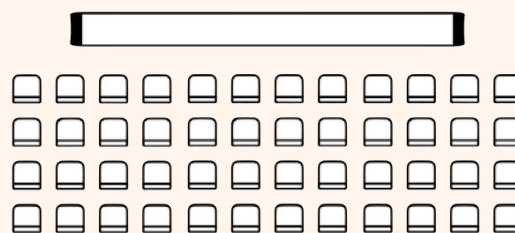
Further information and T&Cs can be found on our website – www.royalscotsclub.com

ROOM HIRE LAYOUTS

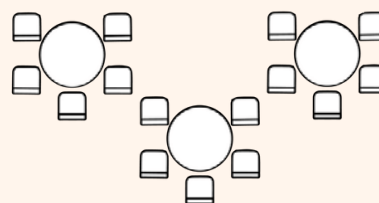
Boardroom



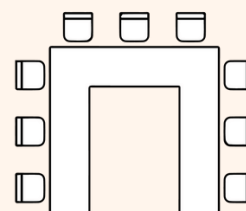
Theatre



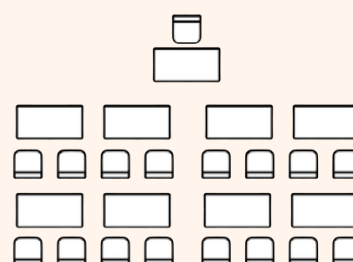
Cabaret



U-Shape



Classroom



THE ELLESMERE ROOM




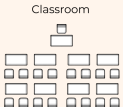
Located on the ground floor with large beautiful windows, The Ellesmere Room is rich in natural light. Stylish and ornate, this room is perfect for all meeting occasions. This room has a flexible layout for **up to 30 attendees** depending on the layout.

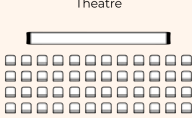
Complimentary on request: Wi-Fi, LCD screen, flip chart and conference phone.

HIRE COSTS	PER HOUR 2 HOUR MIN	PER HALF DAY 09:00-12:30 or 13:00-17:00 or 17:30-21:30	PER FULL DAY Between 09:00-17:00 or 13:00-21:30
CLUB MEMBER	£50.00	£175.00	£245.00
RECIPROCAL MEMBER	£55.00	£200.00	£280.00
NON-MEMBER	£65.00	£250.00	£350.00

Capacity

Boardroom style - 18 

Classroom style - 12 

Theatre 

THE SCOTT ROOM



Located on the first floor with large windows, a beautiful granite fireplace and a grand wooden door, The Scott Room is ideal for smaller teams who still require excellence. Located adjacent to our beautiful Abercromby Dining Room, this room shares many of the same traditional features. This room has a boardroom table layout for **up to 18 attendees**.

Complimentary on request: Wi-Fi, LCD screen, flip chart and conference phone.

HIRE COSTS	PER HOUR 2 HOUR MIN	PER HALF DAY 09:00-12:30 or 13:00-17:00 or 17:30-21:30	PER FULL DAY Between 09:00-17:00 or 13:00-21:30
CLUB MEMBER	£50.00	£175.00	£245.00
RECIPROCAL MEMBER	£55.00	£200.00	£280.00
NON-MEMBER	£65.00	£250.00	£350.00

Capacity

Boardroom style - 18 

THE DOUGLAS ROOM



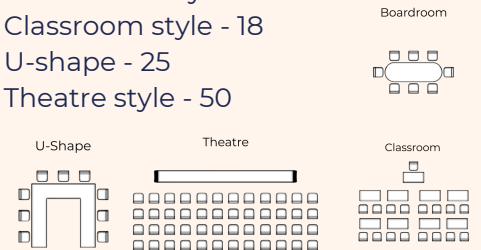
Located on the first floor with large windows with a captivating viewpoint overlooking the peaceful Queen Street Gardens, The Douglas Room is highly sought-after. Suitable for product and book launches, medium-sized boardrooms, client presentations and intimate panels. This room has a flexibility for **up to 50 attendees** depending on the layout.

Complimentary on request: Air conditioning, Wi-Fi, LCD screen, flip chart and conference phone

HIRE COSTS	PER HOUR 2 HOUR MIN	PER HALF DAY 09:00-12:30 or 13:00-17:00 or 17:30-21:30	PER FULL DAY Between 09:00-17:00 or 13:00-21:30
CLUB MEMBER	£55.00	£205.00	£275.00
RECIPROCAL MEMBER	£65.00	£235.00	£320.00
NON-MEMBER	£75.00	£295.00	£395.00

Capacity

Boardroom style - 28
Classroom style - 18
U-shape - 25
Theatre style - 50



THE HEPBURN SYNDICATE SUITE



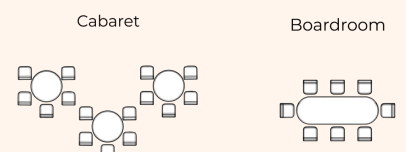
Located on the lower basement level. Our neatest suite with a removable wall that creates a larger space ideal as a breakout area or for receptions to our adjoining larger Hepburn Suite. This room has flexibility for **up to 20 attendees** depending on the layout.

Complimentary on request: Air conditioning, Wi-Fi, LCD screen, a flip chart and a conference phone

HIRE COSTS	PER HOUR 2 HOUR MIN	PER HALF DAY 09:00-12:30 or 13:00-17:00 or 17:30-21:30	PER FULL DAY Between 09:00-17:00 or 13:00-21:30
CLUB MEMBER	£35.00	£110.00	£145.00
RECIPROCAL MEMBER	£45.00	£140.00	£180.00
NON-MEMBER	£50.00	£160.00	£210.00

Capacity

Boardroom style - 8
Cabaret style - 15



THE PRINCESS ROYAL BAR



Located on the lower basement level, The Princess Royal Bar offers a full-service bar with all the amenities of a meeting space. Perfect as a private hire for smaller celebrations and office parties, or as a breakout space and non-traditional offsite workspace for meetings and co-working. The bar fits **up to 40 attendees**. Please note the Princess Royal Bar has no natural daylight.

Complimentary on request: Wi-Fi, LCD screen, flip chart and conference phone.

HIRE COSTS	PER HOUR 2 HOUR MIN	PER HALF DAY 09:00-12:30 or 13:00-17:00 or 17:30-21:30	PER FULL DAY Between 09:00-17:00 or 13:00-21:30
CLUB MEMBER	£50.00	£175.00	£245.00
RECIPROCAL MEMBER	£55.00	£200.00	£280.00
NON-MEMBER	£65.00	£250.00	£350.00

Capacity
Informal layout – 40

THE PRINCESS ROYAL 1&2 SUITES

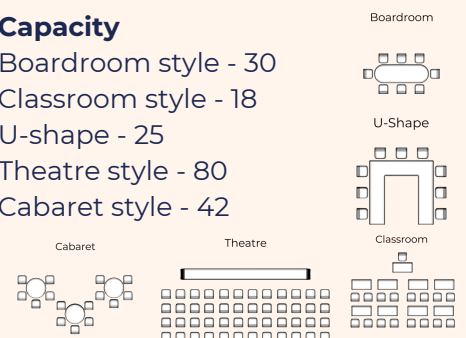


Located on the lower basement level, The Princess Royal Suites 1 & 2 are split by a removable wall down the middle with a large shared lobby area for registration and breaks. These split rooms have flexible setups for **up to 80 attendees** depending on the layout. Please note Princess Royal 1 Suite has no natural daylight but Princess Royal 2 Suite does.

Complimentary on request: Air conditioning, Wi-Fi, HD projector & screen, flip chart and conference phone.

HIRE COSTS	PER HOUR 2 HOUR MIN	PER HALF DAY 09:00-12:30 or 13:00-17:00 or 17:30-21:30	PER FULL DAY Between 09:00-17:00 or 13:00-21:30
CLUB MEMBER	£85.00	£210.00	£285.00
RECIPROCAL MEMBER	£90.00	£240.00	£325.00
NON-MEMBER	£100.00	£300.00	£405.00

Capacity
Boardroom style - 30
Classroom style - 18
U-shape - 25
Theatre style - 80
Cabaret style - 42



THE HEPBURN SUITE



A luxurious entirely self-contained venue space located on the lower basement level with an adjacent private bar ideal for registration, tea and coffee service or as a syndicate room. The Hepburn Suite contains a large theatre stage with 3-phase power and provides a focal point in the room perfect for presentations.

This room has flexible setups for **up to 120 attendees** depending on layout.

Complimentary on request: Air conditioning, Wi-Fi, HD projector & screen, flip chart and conference phone

HIRE COSTS	PER HOUR 2 HOUR MIN	PER HALF DAY 09:00-12:30 or 13:00-17:00 or 17:30-21:30	PER FULL DAY Between 09:00-17:00 or 13:00-21:30
CLUB MEMBER	£115.00	£350.00	£560.00
RECIPROCAL MEMBER	£125.00	£400.00	£640.00
NON-MEMBER	£145.00	£500.00	£800.00

Capacity

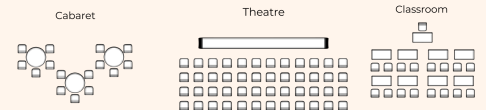
Boardroom style - 40

Classroom style - 48

U-shape - 36

Theatre style - 120

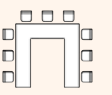
Cabaret style - 72



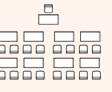
Boardroom



U-Shape



Classroom



THE PRINCESS ROYAL SUITE



An entirely self-contained area with a large lobby for registration, food and beverage service, and an adjacent syndicate area which can be used as a breakout space between work. An accessible restroom adjoins the suite. There is a movable stage which can be used for presentations.

This room has flexible setups and can accommodate up to 165 attendees.

Complimentary on request: Air conditioning, Wi-Fi, HD projector & screen, flip chart and conference phone available on request.

HIRE COSTS	PER HOUR 2 HOUR MIN	PER HALF DAY 09:00-12:30 or 13:00-17:00 or 17:30-21:30	PER FULL DAY Between 09:00-17:00 or 13:00-21:30
CLUB MEMBER	£115.00	£350.00	£560.00
RECIPROCAL MEMBER	£125.00	£400.00	£640.00
NON-MEMBER	£145.00	£500.00	£800.00

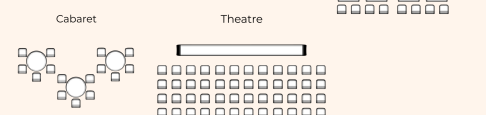
Capacity

Boardroom style - 50

Classroom style - 32

Theatre style - 165

Cabaret style - 96



Boardroom



Classroom



CATERING OPTIONS



ON ARRIVAL

TEA AND COFFEE | £3.50

Freshly brewed tea and filtered coffee

Add biscuits | 50p

FRUIT JUICE | £8

Litre jug of orange and apple juice

HOT ROLLS | £4.50

A selection of bacon, pork sausage and scrambled egg morning rolls with tomato and brown sauce

Vegan options also available

SELECTION OF PASTRIES | £3

Danish pastries and mini croissants with preserves

AT LUNCH

SANDWICH LUNCH | £10pp

A selection of sandwiches on wholemeal and white bread with bags of crisps, and a sweet tray bake served with still and sparkling water.

Add a bowl of soup | £3

Sandwich options will be selected by the chef on the day from the list below:

Chicken Caesar salad

Coronation chicken

Baked ham and tomato

Tuna and red onion mayonnaise

Prawn marie rose

Smoked salmon and cream cheese

Egg & cress mayonnaise

Roast vegetables and hummus

Cheese and coleslaw

WELLBEING PLATTER £18pp

An individual plate for each delegate of lemon and thyme marinated grilled chicken breast served with crisp lettuce, tomato, cucumber and a spiced chickpea and Mediterranean vegetable salad. Cut fresh fruit pot. Sparkling and still water.

HOT BUFFET LUNCH | £24pp

(min of 20 delegates)

Chicken, chorizo and baby potatoes in a spicy tomato sauce with sour cream

Wild mushroom risotto

Bowls of dressed salad leaves

Freshly baked bread rolls

Vanilla cheesecake with fruit compote

Sparkling and still water, flasks of freshly brewed tea and coffee

AFTERNOON

TEA AND COFFEE | £3.50

Freshly brewed tea and filtered coffee

Add biscuits | 50p

FRUIT JUICE | £8

Litre jug of orange or apple juice

DRINKS ADD-ONS

CANS | from £2.80

Coke

Diet Coke

Irn Bru

Diet Irn Bru

Lemonade

BOTTLES | from £2.80

Appletiser

Ginger beer

HOT ROLLS | £4.50

A selection of bacon, pork sausage and scrambled egg morning rolls with tomato and brown sauce

Vegan options also available

Please note that with varying supply and cost issues we cannot guarantee options and prices. We will always endeavour to offer you a suitable alternative at a similar price and provide you with as much notice as possible.

Final chargeable numbers due 48 hours prior to your event.

PRIVATE DINING



The Royal Scots Club offers excellent in-house private dining options for business professionals whether entertaining clients or following a board meeting with lunch or dinner. Our Club rooms create an enjoyable relaxed atmosphere and our brilliant operations team are always willing to provide a service you can depend on when wining and dining your next big client.

Our rooms transform into elegant dining rooms with that extra special Royal Scots Club touch you won't find anywhere else. Table layouts include single tables up to 10 and long banquet tables. Planning a larger private dining experience? Ask our events team about using our larger suites.

THE SCOTT ROOM

Dining capacity: 20



HIRE COSTS	PRIVATE DINING
CLUB MEMBER	£100.00
RECIPROCAL MEMBER	£120.00
NON-MEMBER	£150.00

Capacity
 Single Table - 18
 Multiple Tables - 20

Single Multiples

THE DOUGLAS ROOM

Dining capacity: 40



HIRE COSTS	PRIVATE DINING
CLUB MEMBER	£150.00
RECIPROCAL MEMBER	£200.00
NON-MEMBER	£250.00

Capacity
 Single Table - 26
 Multiple Tables - 40

Single Multiples

When inquiring about private dining our events team will provide you with our Menu Maker for events of more than 15 attendees. Events with fewer attendees are welcome to dine off of our Seasonal Dining Room Menu. More information on our private dining offering can be found in our Private Dining Brochure on our website.

MEETING ACCOMPLISHED

THE ROYAL SCOTS CLUB GUIDE TO SUCCESSFUL MEETINGS

PLANNING YOUR MEETING

Could this meeting have been an email? If the answer is “no” then you’re in the right place. Great, let’s talk numbers:

- How many attendees are you expecting?
- How long will you be meeting for?
- What room layout would you prefer?
- What date(s) are suitable? Are they flexible?
- Do any of the attendees have accessibility needs?
- Do any of the attendees have dietary requirements?
- Will you need any A/V equipment?
- Are you a Member of The Royal Scots Club? (Members receive a discount on room hire)

BOOKING YOUR MEETING

Now that you know all of the above, you can contact our in-house events team, or if you’re one of our Corporate Members you can contact your account manager, who will help you pick the space best suited for your meeting.

Once you’ve confirmed all of the booking information you’ll receive an email from us that outlines further details such as menu choices if you’re joining us for business lunches or dinners and any other special requests.

ATTENDING YOUR MEETING

Once you arrive for your meeting you will be greeted by reception who will direct you to your room. Our operations team will have everything pre-set to your specifications and will deliver any requested refreshments to your room at chosen times.

If for any reason you need assistance with our A/V systems you can let a member of our operations team know.

AFTER YOUR MEETING

When your meeting has ended please remember to bring all of your belongings with you and check out at reception. Thank you for choosing The Royal Scots Club, we look forward to welcoming you again!

Be sure to leave us a review on Google and find us on social. Thank you!

WHERE TO FIND US



**29-31 ABERCROMBY PLACE | EDINBURGH | EH3 6QE
0131 556 4270 | EVENTS@ROYALSCOTSCLUB.COM**

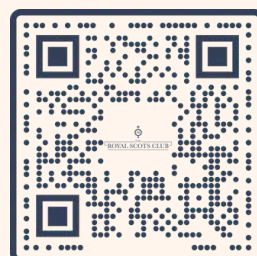
WE'RE ALSO ON SOCIAL!

You can follow and tag us on Facebook, LinkedIn, and Instagram, and share your experience with us with a review on Google!

@royalscotclub



**SCAN THE QR CODE
FOR MORE INFO**



THE ROYAL SCOTS CLUB

was founded in 1919 and since then has upheld excellence in service to all those who walk through its doors. We pride ourselves in our comfortable and familiar atmosphere, friendly staff, delicious food, and beautiful facilities. Each person who walks our halls becomes part of The Royal Scots' enduring legacy – and for that, we thank you.

While perfect for meetings, team training, and conferences, The Club is a spectacular host for private dining, board lunches, celebratory occasions and entertaining friends and family. We offer a rotating seasonal menu utilising the freshest of locally sourced foods ensuring low mileage produce of the highest quality and tastiest variety. Our chefs infuse all our dishes with a traditional Scottish flare expected of the capital city.

Beyond dining, we operate overnight bedroom accommodation with our 31 modern en-suite rooms fitted with all your typical hotel amenities. These rooms occupy each floor of the property, four of which are located next door at 34a Abercromby Place.

Those who wish to become Members of The Club experience a growing list of benefits including 30% off room hire for meetings, events, conferences, and private dining, plus a 10% discount on catering from our kitchen team. Members also receive 30% off our best accommodation rates all year round and benefit from the exclusivity of our Members' Only areas, access to our Worldwide network of Reciprocal Clubs, a robust social calendar of events and so much more.

If you're interested, you know where to find us.



THE

ROYAL SCOTS CLUB

FOR THE INTERESTED