



MELVILLE

CASTLE

MEETINGS & CONFERENCES



ORIGINAL

COLLECTION

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MELVILLE CASTLE



Melville Castle is set in a tranquil country estate just 20 minutes from Edinburgh Airport and only six miles from the city centre.

With four main meeting rooms and additional breakout rooms, plus 32 en-suite bedrooms, free Wi-Fi, car parking for 90 cars and helicopter landing facilities, the hotel is an ideal location to host a memorable conference, corporate event or product launch.

A marquee is available for larger events, dinners and ceremonies. If you'd like to incorporate whisky tastings, catering demonstrations or any other activities, we'd be pleased to arrange these for you. Within our 50-acre estate, we can arrange team building events and outdoor pursuits such as highland games and archery.

Come to Melville Castle to do business and unwind in style, away from the hustle and bustle of city life.

FACILITIES



Large outdoor space



Projector & screen



All day catering



Flip charts



Stationery



Team building activities



Free Wi-Fi



Conference phones



Bar, lounge
& restaurant

RATES

We offer a Day Delegate Rate (DDR) and a 24hr Rate to help you start designing your event at Melville Castle. Our venue and facilities are flexible and we can customise them to suit your every need.

DAY RATES £40 per person inclusive of VAT

Meeting room hire and setup
Screen
Projector
Flipchart
Pads and pens
Wi-Fi
Conference call phone
Parking subject to availability

Lunch
Three servings of tea and coffee,
Chef's snacks
Water and cordial

24 HOUR RATES 2025 Jan/Feb/Oct/Nov/Dec £180 Mar/Apr/Sept £200 May/Jun/Jul/Aug £240

Meeting room hire and set up
Screen
Projector
Flipchart
Pads and pens
Wi-Fi
Conference call phones
Classic double room








Parking subject to availability
Lunch
Three servings of tea and coffee,
Chef's snacks
Water and cordial
Set three-course meal in private
room
Full Scottish Breakfast and
Continental Buffet

EXCLUSIVE USE

We'd be delighted to discuss exclusive use of our hotel. Please contact our Events Coordinator for rates: events@melvillecastle.com

THE VISCOUNT








This is the largest of our in-house conference rooms and holds a maximum of 100 delegates for a reception and 46 for a meeting.. It's a bright and airy room with an abundance of natural light providing a unique space for your meetings.

	ROOM LAYOUT	MAXIMUM CAPACITY
	Boardroom	34
	Cabaret	46
	Classroom	42
	U Shape <i>(with tables)</i>	39
	Reception	100
	Theatre Style	100
	Private Dining	60

Minimum 20 delegates on the DDR

THE BALLROOM






Ideal for gatherings of up to 36 delegates, The Ballroom provides a unique and welcoming space for your event and includes full conference facilities. Its decor is sure to wow your delegates with its huge window and spectacular chandeliers, giving a real feel of being in a castle.

	ROOM LAYOUT	MAXIMUM CAPACITY
	Boardroom	36
	Cabaret	36
	Classroom	40
	U Shape <i>(with tables)</i>	39
	Reception	120
	Theatre Style	120
	Private Dining	60

Minimum 20 delegates.





ARNSTON ROOM

One of our sumptuously decorated rooms which is suitable for more intimate meetings and conferences. It provides a unique and welcoming environment for your event and has plenty of natural daylight and full conference facilities. This room is also available for private dining.

	ROOM LAYOUT	MAXIMUM CAPACITY
	Boardroom	20
	Cabaret	18
	Reception	40
	U Shape (<i>with tables</i>)	20
	Private Dining	36






PLAYFAIRS ROOM

One of our sumptuously decorated rooms which is suitable for more intimate meetings and conferences. It provides a unique and welcoming environment for your event and has plenty of natural daylight and full conference facilities. This room is also available for private dining.

	ROOM LAYOUT	MAXIMUM CAPACITY
	Cabaret	6
	Reception	10
	Theatre Style	10
	Private Dining	10

MARQUEE

Suitable for gatherings of up to 130 delegates, our external marquee is fully fitted with heating, bathrooms and bar. It's also perfect for larger numbers of up to 200, but please note that external AV hire is required for this room for all gatherings at an additional charge.

	ROOM LAYOUT	MAXIMUM CAPACITY
	Boardroom	120
	Cabaret	128
	Reception	200
	Theatre Style	200
	Private Dining	200

Minimum 70 delegates

OUR OUTDOOR SPACE



R&R & TEAM EVENTS

Make the most of our outdoor space with a truly memorable team-building activity. From traditional highland games and thrilling archery sessions to captivating falconry meet-and-greets, we can help organise a fun and rewarding experience for your delegates.

In the evening, gather around our fire pits for a cosy Scottish s'mores session under the stars, complemented by a whisky nightcap – or enjoy a relaxed BBQ on our patio.

Just a short distance from the Castle, you'll find even more adventure: two golf courses, clay pigeon shooting, horse riding and the exhilarating Go Ape treetop experience at Dalkeith Country Park.

And with Edinburgh only 20 minutes away, the possibilities for exploration and entertainment are endless.

FOOD & DRINK

We offer a range of freshly prepared meals and also have buffet and afternoon tea options that can be served to your team during the day or the evening.

BREAKFAST

Full Scottish and Continental Breakfasts are available for 24hr rate delegates on their second day. If you'd like your delegates to have a meal on arrival on the first day, we can serve breakfast rolls and smoothies on request.

LUNCH

Recharge your batteries with a delicious buffet or at-table lunch. Please discuss the options available with our Events Coordinator.

DINNER

One of the best in the area, we provide a range of dining options with our chef creating stunning dishes using fresh local produce. Private dining is available.

DRINKS MASTERCLASSES

We're delighted to offer Whisky, Gin or Cocktail Master Classes before your evening meal, at a additional cost.

THE BAR



LIBRARY BAR

Melville Castle's Library Bar serves a wide selection of drinks and specialises in Scottish gins and whiskies. It's the perfect space for relaxed after-dinner drinks with your colleagues.

DINING



THE RESTAURANT

One of the best in the area, we provide a true fine-dining experience with our chef creating stunning dishes using fresh local produce.

SLEEP



Enjoy a great night's rest in our unique, individually styled boutique bedrooms with beautiful antique furniture, each designed to represent a famous Scot from the past.

SLEEP

All rooms include free Wi-Fi, a smart TV with more than 50 channels, speciality teas and coffees and luxury toiletries.

We're dog-friendly and have a number of bedrooms suitable for those who want to bring their canine companions with them.



Free Wi-Fi



Smart TV



Complimentary tea
and coffee facilities



Complimentary
toiletries



Phone



33 rooms



Complimentary
breakfast



Iron and
ironing board



Bath and shower



Local taxi
available



Hair dryer



Wake up call



Room service



Parking for 90 cars
in our free car park.

FAQS

WHAT'S THE PARKING LIKE?

We've free parking at our hotel with space for up to 90 vehicles.

DO ANY OF THE ROOMS HAVE NATURAL DAYLIGHT?

All our conference rooms have natural daylight through our beautiful large Georgian windows.

DO THE CONFERENCE ROOMS HAVE AIR CONDITIONING?

We don't have any air conditioning as it's not usually required in Scotland. But we can add it to conference rooms if required.

DO YOU OFFER ROOM HIRE-ONLY OPTIONS?

Yes, we do. Please contact events@melvillecastle.com to discuss rates.

IS THE HOTEL WHEELCHAIR ACCESSIBLE?

Yes, we are, and all our conference rooms are accessible, including lift access to upper floors.

DO ANY OF THE CONFERENCE ROOMS HAVE PILLARS?

No, none of the rooms have pillars.

DO YOU OFFER AIRPORT TRANSFER?

No, we don't offer this service, but we can suggest companies to contact.



MELVILLE

CASTLE

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