

NOVOTEL

LONDON WEST

LONDON'S MOST VERSATILE VENUE
FOR CONFERENCES & EVENTS



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INTRODUCTION



Welcome to Novotel London West

For over fifty years, Novotel London West has hosted unforgettable UK and international events – from conferences and exhibitions to awards dinners, weddings, and celebrations.

With 40 adaptable event spaces across 5,000 sqm of flexible space, we comfortably accommodate everything from intimate meetings to events for up to 4,000 guests – all under one roof.

From the moment you arrive, our dedicated team is with you at every step, making your event seamless, memorable, and distinctly yours.



WHY LONDON?



A world-class destination

Unrivalled connectivity

London is one of the world's best-connected cities, home to six international airports – including Europe's busiest, Heathrow – with direct flights to over 160 global destinations. Eurostar provides seamless access to major European cities. Inside the city, getting around is easy, thanks to an extensive rail and Underground network that helps delegates travel smoothly across the capital.

A global business centre

As Europe's leading business hub, the city hosts over 980,000 companies, including the European headquarters of more than half of the continent's largest corporations. Choosing London places your event at the heart of business and innovation.

Rich culture and heritage

Before or after your event, delegates can explore iconic landmarks such as Buckingham Palace, the Tower of London, or Tate Modern, enjoy West End theatre, or sample diverse cuisine from the city's 6,000 restaurants.

Our prime location

Situated in central Hammersmith, our venue offers direct connectivity to Heathrow Airport and London's major train stations, making it easy for delegates travelling from across the UK and overseas. We're also well placed for Olympia London, Kensington's museums and gardens, and scenic strolls along the River Thames. Central London's vibrant attractions are less than 20 minutes away, placing your event within one of the city's most prestigious and connected areas.



AT A GLANCE

Guest Rooms

630 spacious rooms inc. Superior, Executive, Premium Executive and Suites

Comfortable queen or twin beds with spacious working areas

High-speed Wi-Fi & large LCD TVs in all rooms

Eco-friendly amenities

Event Facilities

40 flexible meeting & event rooms

Total event space of nearly 5,000 sqm

Capacity for up to 4,000 delegates

Champagne Suite: 1,726 sqm of versatile space

Chablis Suite: 1,360 sqm of adaptable space

Built-in AV & IT infrastructure

Amenities & Services

In Balance fitness suite

24-hour reception, in-room dining & security

Same-day laundry service

Private parking for 240 cars / 6 coach bays

Free Wi-Fi throughout

Check-in from 3pm / check out by 12pm

Food & Drink

Aroma Restaurant

International buffet-style dining

Artisan

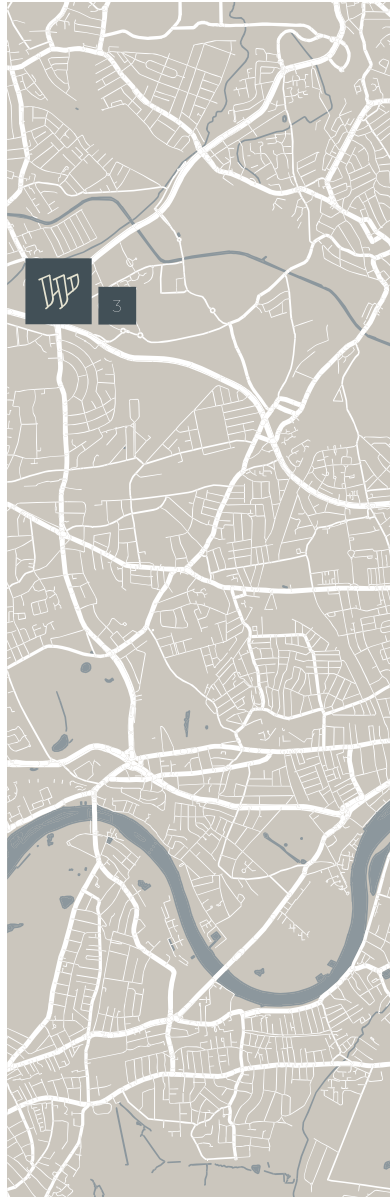
Modern dishes in elegant surroundings

Mirrors Bar & Terrace

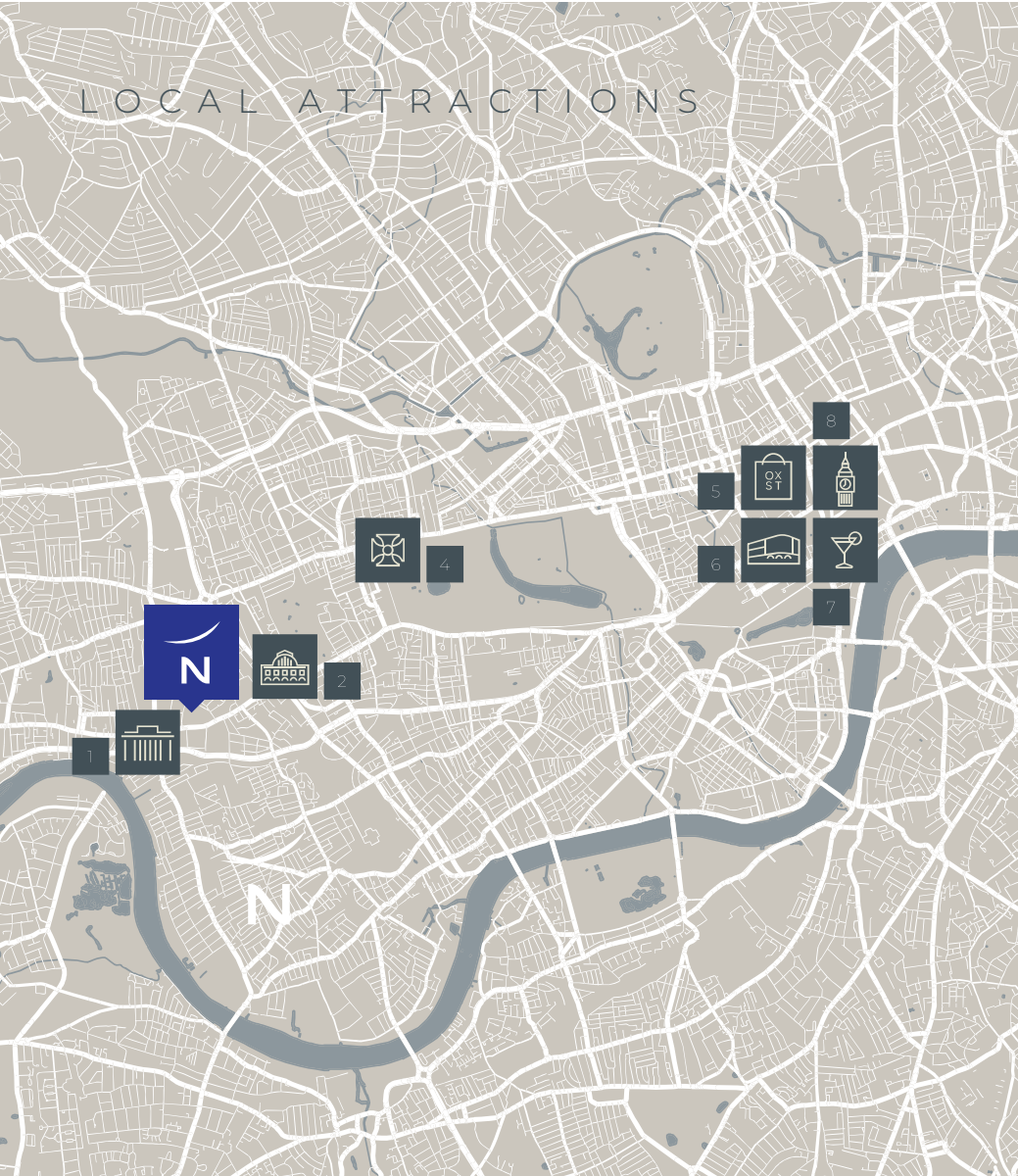
Creative dishes, cocktails, and relaxed dining

Event catering menu

Featuring seasonal, sustainably sourced ingredients



LOCAL ATTRACTIONS



1 – Eventim Apollo Theatre

Approximately 0.7 miles (1.1 km)

2 – Olympia London Exhibition Centre

Approximately 0.8 miles (1.3 km)

3 – Westfield London

Approximately 1.5 miles (2.4 km)

4 – Kensington Palace & Gardens

Approximately 2 miles (3.2 km)

5 – Oxford Street

Approximately 5 miles (8 km)

6 – Piccadilly Circus

Approximately 5 miles (8 km)

7 – Covent Garden

Approximately 5 miles (8 km)

8 – Central London

(Piccadilly, Oxford Street, West End) – 15 mins via Underground

EVENT FLOORS OVERVIEW

Our flexible event spaces span four self-contained, interlinked floors, carefully designed to make delegate movement effortless.

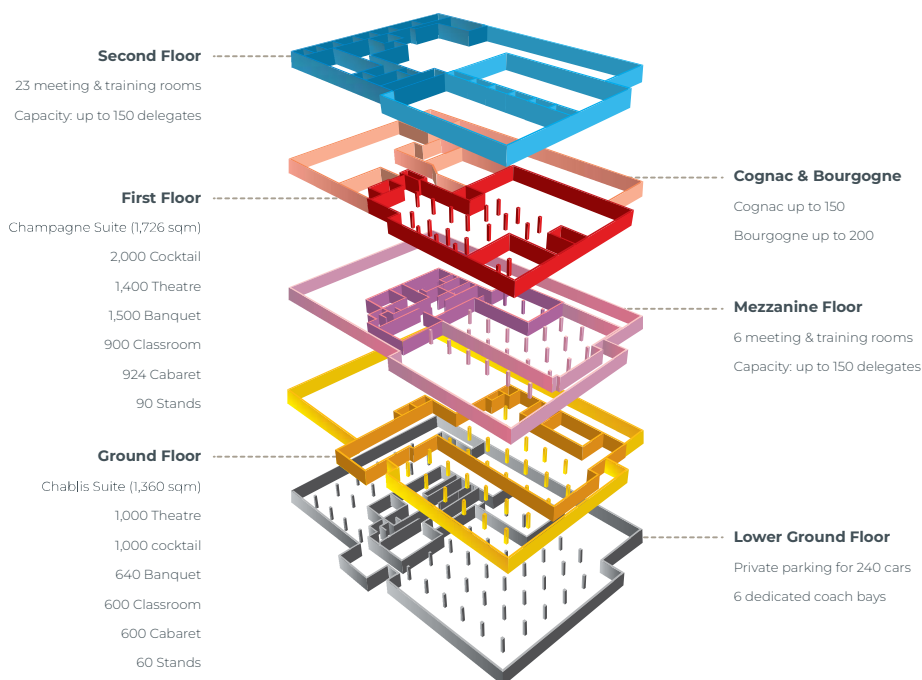
Escalators seamlessly connect each level, helping your guests transition smoothly between sessions, breakout, and networking spaces.

From the expansive Chablis Suite on the ground floor to the prestigious Champagne Suite and outdoor terrace on the

first, and dedicated meeting rooms – most with natural daylight – across the mezzanine and second floors, we have adaptable spaces to bring your event to life, whatever its size.

We work closely with trusted AV partners to deliver high-spec equipment and technical

support. Whether your event is in-person, hybrid or streamed, our team and suppliers are on hand to make the technical side feel smooth and well-supported.



SIGNATURE SPACE

Champagne Suite



SIGNATURE SPACE

Champagne Suite

Our Champagne Suite is the centrepiece of Novotel London West – offering impressive scale, flexibility, and style.





Key Features

Pillar-free,
adaptable space

Built-in AV capabilities/
LED lighting

Dedicated
reception foyer

Direct lift and
escalator access

High-speed Wi-Fi

Champagne
Suite Terrace

Cocktail/Reception

2,000

Classroom

900

Exhibition Stands

90 (up to)

Theatre

1,400

Cabaret

924

Banquet

1,500

Situated on the first floor, this expansive, self-contained space spans 1,726 sqm and includes all the facilities needed to run large-scale events with ease.

Pillar-free and fully modular, the suite can divide into seven soundproof rooms, making it ideal for plenary sessions, breakouts, parallel agendas, or social gatherings. A spacious, dedicated foyer supports registrations, receptions, and networking, while built-in AV capabilities and integrated LED lighting allow full event customisation.

A dedicated 3-tonne goods lift provides direct suite access for installing vehicles or large sets. The adjoining Champagne Terrace adds further flexibility – a light-filled space for up to 400 guests, perfect for relaxed receptions or informal breakout time.

Whatever your vision, the Champagne Suite transforms effortlessly to deliver memorable events.



Champagne Terrace

Banquet

320

Theatre

480

Cocktail/Reception

400

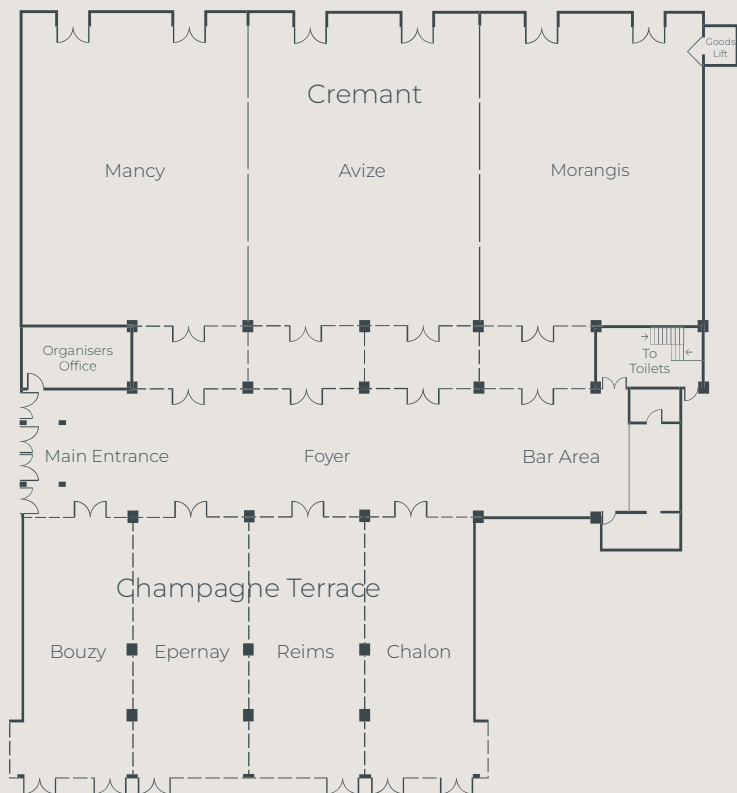
Cabaret

252

Exhibition Stands

38 (up to)





Champagne Suite

First Floor | Dimensions: 1,726 sqm | Length 47.0m x Height 6.0m

Champagne Terrace

First Floor | Dimensions: 460 sqm | Length 39.0m x Width 28m x Height 3.0m

MEETING SPACE

Cognac & Bourgogne

Located on the first floor, these self-contained, interconnecting rooms are ideal for medium-sized events - from training sessions to banqueting and drinks receptions. Both rooms feature natural daylight, a dedicated bar, and access to a private terrace for up to 100 guests, with flexible use together or separately.



Bourgogne / Cognac

Cocktail/Reception
200/150

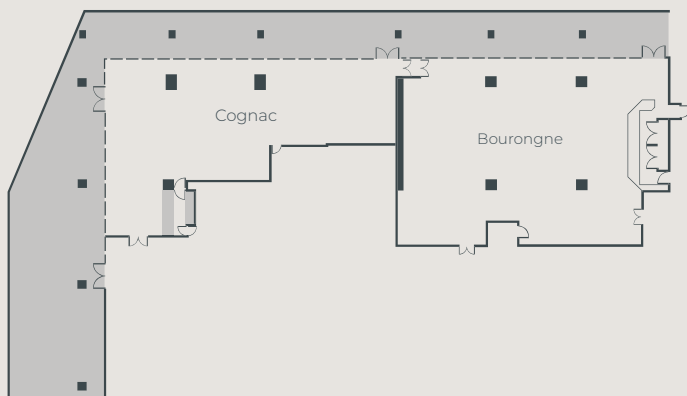
Classroom
70/60

Exhibition Stands
15/15 (up to)

Theatre
200/120

Cabaret
144/90

Banquet
160/120



Bourgogne Suite First Floor | Dimensions: 315 sqm | Length 21.5m x Width 14.72m x Height 3.0m

Cognac Suite First Floor | Dimensions: 206 sqm | Length 19.7m x Width 13.9m x Height 2.6m

SIGNATURE SPACE

Chablis Suite



SIGNATURE SPACE

Chablis Suite

Situated on our ground floor with direct street-level access, the Chablis Suite provides an impressive 1,360sqm of adaptable, space – perfectly suited for large exhibitions, conferences and product launches.





Key Features

Adaptable event space

Dedicated foyer, organiser's office and cloakroom

Direct street-level and drive-in access

High-speed Wi-Fi

Private bar area

With dedicated spaces for registration, reception, and networking, the suite offers thoughtful touches like a private bar, cloakroom, and an organiser's office to keep your event running smoothly. Drive-in access from a private road, supported by nearby on-site parking and coach bays, makes installations and guest arrivals effortless.

The space also offers great opportunities for marketing and branding, helping to maximise your event's impact.

From hosting up to 640 guests for a seated dinner to welcoming 1,000 for a cocktail reception, the Chablis Suite offers flexibility and ease, all designed to bring your vision to life.

Cocktail/Reception

1,000

Classroom

600

Exhibition Stands

60 (up to)

Theatre

1,000

Cabaret

600

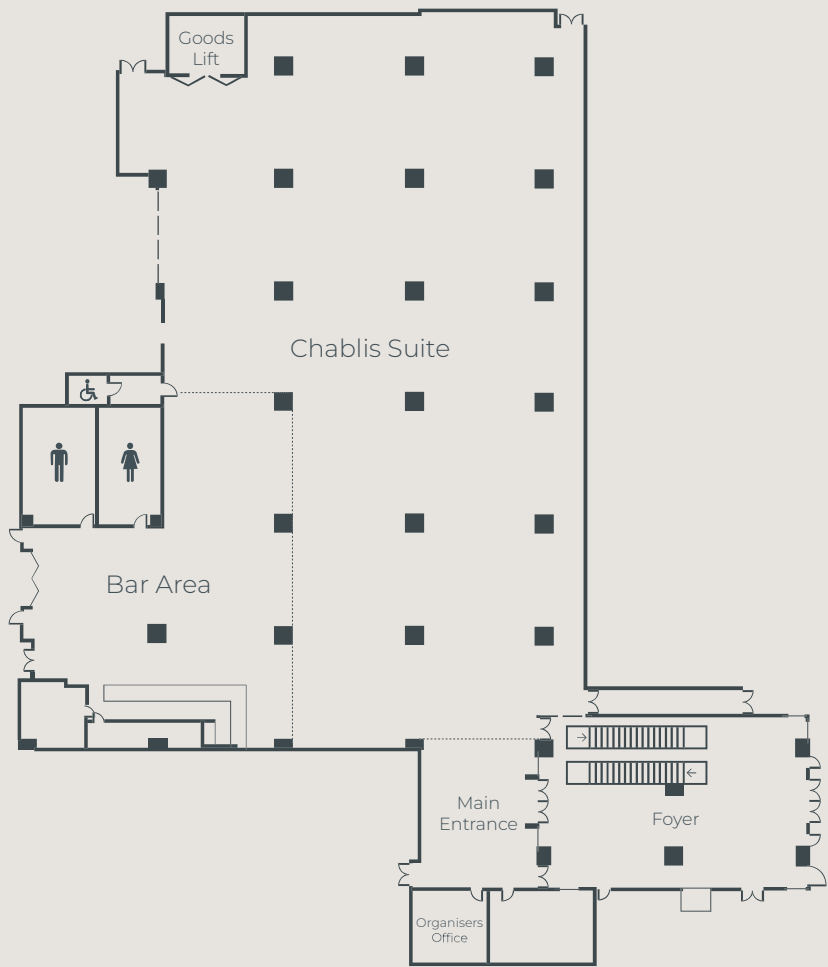
Banquet

640



SIGNATURE SPACE

Chablis Suite



Chablis Suite Ground Floor | **Dimensions:** 1,360 sqm | Length 53.6m × Width 35.5m × Height 4.6m

Second floor



SECOND FLOOR

Meeting Rooms

Our second floor is home to our largest collection of meeting rooms, with 23 flexible spaces – including our Executive Boardroom.

Whether you're hosting a seminar, training session or small conference, each room can be tailored to suit your event. With capacities ranging from 2 to 150 delegates, it gives you the freedom to design a format that works for you.

All rooms benefit from natural daylight and come equipped with complimentary high-speed Wi-Fi, built-in AV, and

digital signage. We also offer a dedicated welcome desk and breakout space to help your day run smoothly.

Whether you're running simultaneous sessions or looking for quiet spaces for smaller groups, this floor gives you the flexibility and functionality to make it happen.





Key Features

23 versatile meeting rooms

Executive Boardroom with large screen TV

Natural daylight throughout

Complimentary high-speed Wi-Fi and AV support

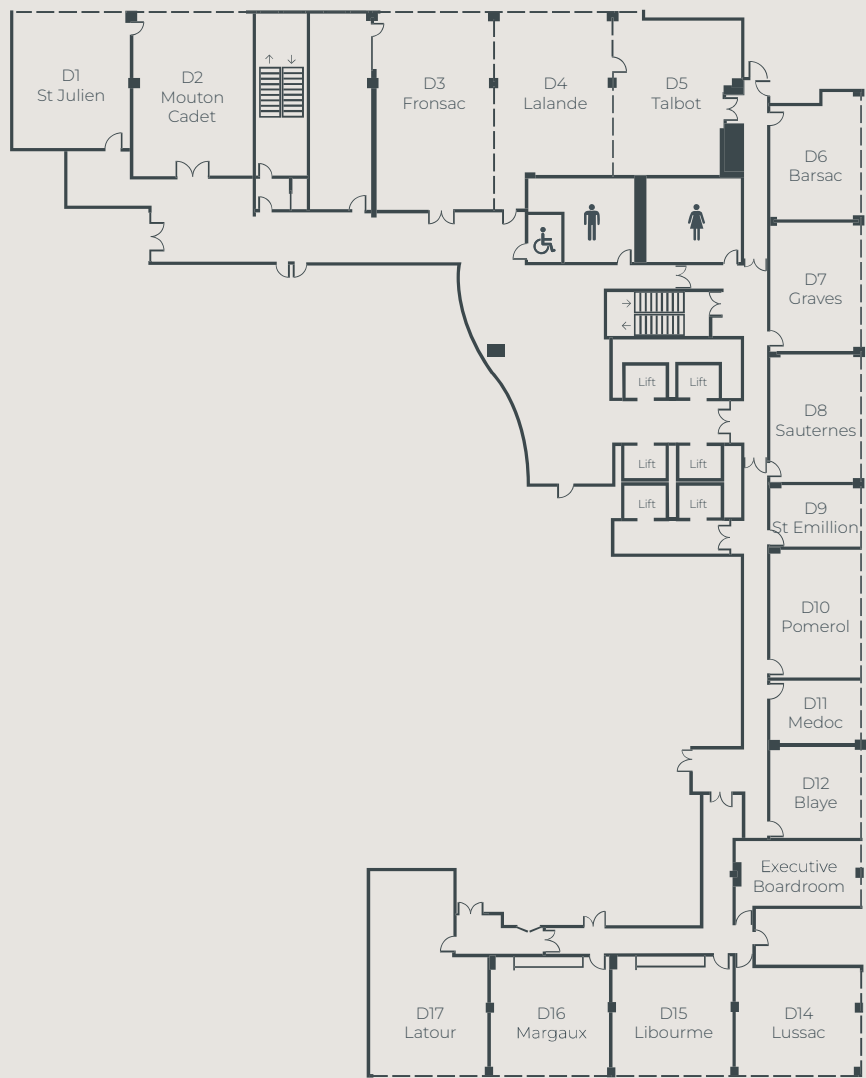
Dedicated breakout space and welcome desk

Digital signage for easy navigation



SECOND FLOOR

Meeting Rooms



Mezzanine floor



MEETING ROOMS

Mezzanine Floor

Located between our major event suites, the Mezzanine Floor offers six versatile meeting rooms accommodating 2 to 150 delegates – perfect for board meetings, workshops or breakout sessions.

Each room features built-in AV facilities and complimentary high-speed Wi-Fi, creating the right environment for productive conversations.

A semi-private foyer adds extra space for informal networking and relaxed breaks. Interlinked by escalators, the Mezzanine

connects easily with our larger event spaces – so you can combine rooms seamlessly or use them independently for smaller meetings.

Flexible, focused, and convenient – the Mezzanine adapts effortlessly to your event's needs.

Key Features

6 flexible meeting rooms

Capacity for 2 to 150 delegates

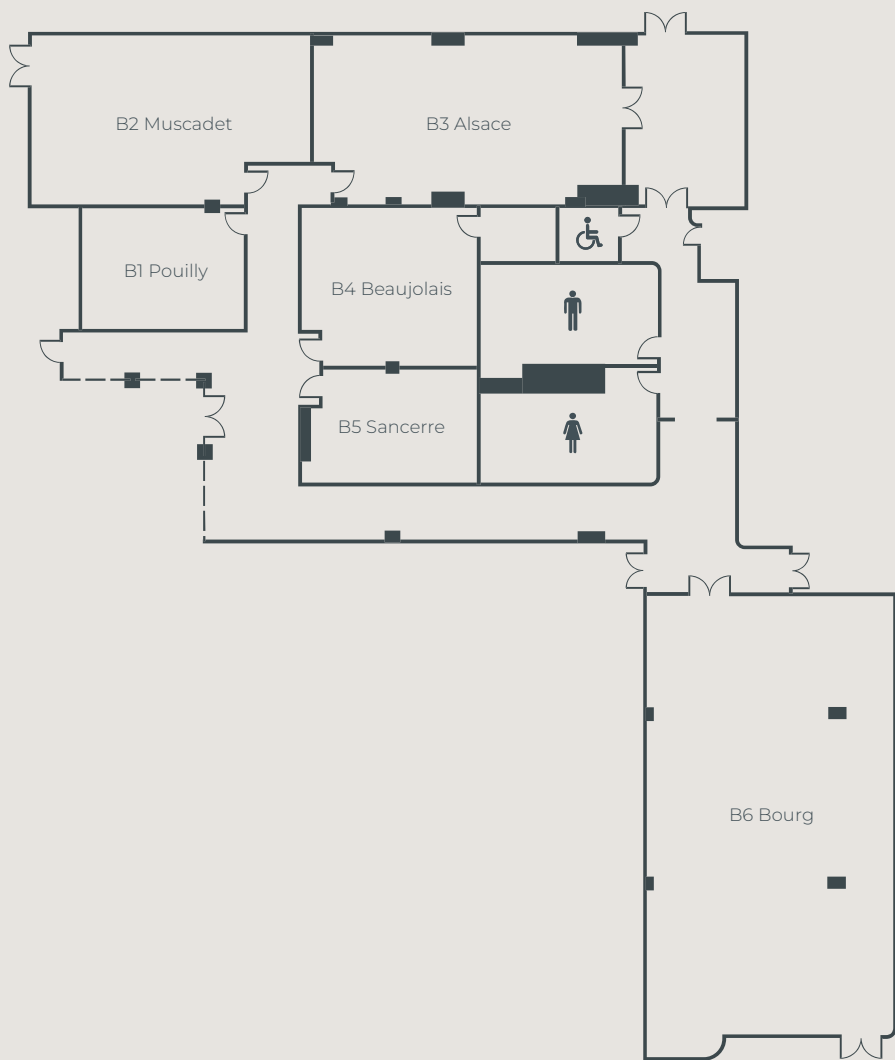
Built-in AV technology

Central, accessible location

High-speed Wi-Fi

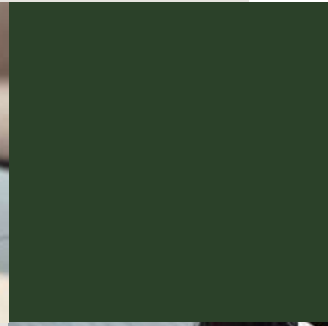
Semi-private foyer for breaks







DINING & CATERING



Dining designed around you



Great food brings people together – and here, it's an integral part of the experience.

Our chefs create fresh, seasonal menus using responsibly sourced British ingredients, with sustainability and flavour at the heart of every dish.

From elegant four-course plated dinners and generous buffets to interactive food stations and informal networking spreads, our catering is designed to flex around your plans.

We'll work closely with you to shape a menu that reflects your event, your guests, and your budget.

Guests can also make the most of our on-site dining options – whether that's international cuisine at Aroma, modern dishes in Artisan, or relaxed drinks and sharing plates in our Mirrors Bar & Terrace.





Committed to sustainability

We take a thoughtful, practical approach to sustainability – one that's visible in the decisions we make every day.

From the way we source ingredients to how we manage energy use, consideration sits behind every detail.

We're working towards Green Key accreditation, a recognised standard for sustainable hospitality. Across the hotel, we've introduced initiatives like refillable amenities, wooden room keys, sensor lighting and power-saving escalators.

Menus are built around seasonal, local produce, with leftovers redistributed through food-sharing schemes.

We also offer a carbon neutral calculator to help clients reduce the footprint of their events, and our 'Go Green, Skip the Clean,' programme encourages overnight guests to support energy and water conservation.

Our impact extends beyond the hotel too – we work closely with local charities and social enterprises to support the wider community.



ACCOMMODATION

A comfortable stay for every guest



Premium Executive Room



With 630 bedrooms,
we offer comfort,
convenience, and choice
for every guest.

Our rooms are spacious and well-equipped, with queen or twin beds, work areas, and thoughtful touches throughout. Executive Rooms and Premium Executive Rooms offer added benefits, including Nespresso machines, Bose speakers, and upgraded amenities. Many rooms also include sofa beds, ideal for additional guests.

For those needing more space, our Suites feature separate living areas and extra comforts.

All rooms come with high-speed Wi-Fi, Air-Cooling, and sustainable in-room amenities – with 24-hour room service and same-day laundry to help guests feel at home.

Key Features

630 ensuite rooms

Spacious layouts
with workspaces

Premium amenities
in upgraded rooms

High-speed Wi-Fi and
Air-Cooling throughout

24-hour room service

Eco-friendly amenities

Same-day laundry service





EXTRA AMENITIES

Everything at your fingertips



We've made sure the details are taken care of, so your stay runs smoothly from start to finish.

Our underground car park offers 240 secure spaces, plus 6 dedicated bays for coaches, with easy access to the A4 and no congestion charge. Guests have access to our 'In Balance' Fitness Suite, which includes cardio machines, a Pilates reformer, free weights, and exclusive-use access for adults.

Our guest relations team is on hand to help with travel plans, local recommendations or bookings, and we offer 24-hour in-room dining, same-day laundry services and air-cooled rooms for added comfort.

Whether you're here for a night or a full event programme, everything's designed to be straightforward, comfortable and easy to navigate.



WHY CHOOSE NOVOTEL?

Why Novotel?



"IQPC have a great relationship with Novotel London West. The meeting space works very well for our events, and the service is always excellent with incredibly friendly staff. The flexibility the hotel offers with our events is always appreciated and is the main reason we continue to hold our events with them as a regular preferred supplier."

IQPC LTD

We're proud to have built long-standing relationships with clients who return time and again.



That trust stems from consistency, attention to detail, and a team that listens.

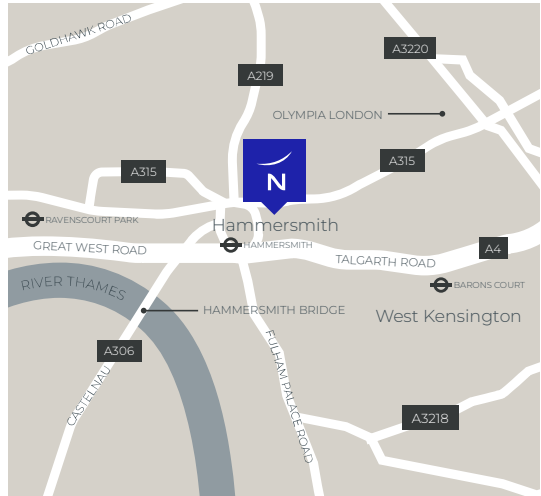
From the first enquiry, you'll be partnered with a dedicated event manager who helps shape every element of your event. On the day, our floor coordinators keep things running smoothly, adapting in real time so you can focus on your guests, not logistics.

Our leadership team brings over 40 years' combined experience, while key team members across

Operations, Event Sales, and Kitchen have been in place since 2021. That depth of knowledge means we know how to anticipate what's needed – even before you ask.

With 630 bedrooms, 40 flexible event spaces, catering and parking, everything is under one roof. It's a joined-up approach that simplifies planning and makes every stage of your event easier to manage – from start to finish.

OUR LOCATION



Getting here

Address

1 Shortlands,
Hammersmith, London
W6 8DR

what3words

video.cakes.held

Underground

Hammersmith Station:
3-minute walk (Piccadilly &
District lines) – Zone 2.

Hammersmith Broadway:
3-minute walk (Hammersmith
& City & Circle lines – step-free) –
Zone 2.

Less than 20 minutes from
Central London.

Train

Olympia Station:
15-minute walk (1 mile/1.6 km).

Bus

**Hammersmith Broadway Bus
Station:** 4-minute walk, multiple
routes available.

Plane

Heathrow Airport:
35–40-minute drive, direct
Underground connection via
Piccadilly line.

Car

Located outside Central London
Congestion Zone

From A4: Exit at Hammersmith,
follow signs to Shortlands; hotel
entrance and parking on the left.

Parking

On-site:
£3.50 per hour (non-residents)
£1.50 per hour (residents)

Dedicated bus parking:
£40.00 per day

NOVOTEL

LONDON WEST

www.novotellondonwest.co.uk

Connect with us



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