



## WEDDING PACKAGES, MENUS & WINES

## WEDDING PACKAGES

### IDEAL PACKAGE

£65 PER PERSON, TO INCLUDE:-

Welcome reception offering 2 glasses of bucks fizz, pimm's or orange juice

Elegant 3 course plated meal with coffee and mints chosen from the Banqueting A La Carte menu, or an extensive 3 course fork buffet chosen from the Fork buffet selection, to the value of £40

Half bottle of house wine per guest

Half bottle of Mineral Water per guest

Sparkling Wine toast for all guests

Complimentary Junior Suite for the Bride and Groom

### CELEBRATION PACKAGE

£75 PER PERSON, TO INCLUDE:-

Welcome reception offering 2 glasses of bucks fizz, pimm's or orange juice

Elegant 3 course plated meal with coffee and mints chosen from the Banqueting A La Carte menu, or an extensive 3 course fork buffet chosen from the Fork buffet selection, to the value of £40

Half bottle of house wine per guest

Half bottle of Mineral Water per guest

Sparkling Wine toast for all guests

Complimentary Junior Suite for the Bride and Groom

Bespoke, professionally printed, wedding stationery

Chair covers with colour coordinated sash

### DELUXE PACKAGE

£89 PER PERSON, TO INCLUDE:-

Welcome reception offering 2 glasses of sparkling wine, bucks fizz, pimm's or orange juice

Selection of 4 canapes per person

Elegant 3 course plated meal with coffee and mints chosen from the Banqueting A La Carte menu, or an extensive 3 course fork buffet chosen from the Fork buffet selection, to the value of £40

Half bottle of house wine per guest

Half bottle of Mineral Water per guest

Champagne toast for all guests

Complimentary Junior Suite for the Bride and Groom

Bespoke, professionally printed, wedding stationery

Chair covers with colour coordinated sash

Toastmaster

### DREAM PACKAGE

£99 PER PERSON, TO INCLUDE:-

Welcome reception offering 2 glasses of sparkling wine, bucks fizz, pimm's or orange juice

Selection of 6 canapes per person

Luxury 3 course plated meal with coffee and mints chosen from the Banqueting A La Carte menu, or an extensive 3 course fork buffet chosen from the Fork buffet selection, to the value of £45

Half bottle of house wine per guest

Half bottle of Mineral Water per guest

Champagne toast for all guests

Complimentary Junior Suite for the Bride and Groom

Bespoke, professionally printed, wedding stationery

Chair covers with colour coordinated sash

Toastmaster

ROOM HIRE POLICY – There is a £500 charge for a ceremony room which is applicable all days of the week, including bank holidays. Room hire charges apply for events taking place on a Saturday from 1<sup>st</sup> April to 30<sup>th</sup> September and from 1<sup>st</sup> December to 31<sup>st</sup> December, and all bank holidays when the following rates are applicable :- St Albans Suite, £2000 / Victoria/Louis Suite, £1250 / Lord Mountbatten Suite, £750. For all other dates, the banqueting suites will not incur a room hire charge as long as the minimum numbers and the minimum menu spend of £40 per person are met. All prices are inclusive of VAT at the current rate.

## CANAPÉ MENU

Impress your guests with canapés to accompany your drinks reception. Our canapé selection can be mixed and matched to suit your tastes, your theme and style, as well as your budget.

### COLD

Smoked Salmon with Caviar  
Crostini of Beef Carpaccio, Parmesan, Truffle Oil  
Savoury Scone, Creamed Blue Cheese and Pecan  
Mini Bagel, smoked Trout, Cream Cheese  
Tartlet of Pink Lamb, Minted Jelly  
Mini Tortilla with Guacamole  
Seared Sesame Tuna, Mango and Chilli Salsa  
Gravalax with Chive Crème Fraiche  
Crayfish Tail, Shellfish Mayonnaise  
Vegetarian Sushi Rolls  
Chilled Watermelon Spoon, Coconut Crab and Pickled Ginger

### HOT

Sole Goujons, Tartare Sauce  
Tuna Burgers, Wasabi Mayo  
Honey and Mustard Glazed Cocktail Sausages  
Mini Pizzas  
Duck Spring Rolls, Hoisin Sauce  
Vegetable Spring Rolls, Sweet Chilli Sauce  
Mini Yorkshire Puddings, Roast Beef, Horseradish Cream

### DESSERT

Chocolate Dipped Strawberries  
Fruit Tartlets  
Chocolate Éclairs  
Chocolate Cup Filled with Sorbet

Selection of Six Canapés at £15.00 per Person  
Selection of Eight Canapés at £20.00 per Person  
Selection of Ten Canapés at £25.00 per Person

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## FORK BUFFET MENUS

If space and seating are a consideration, then we suggest a buffet for your reception. Please choose from our selection of 5 fork buffet menus. Alternatively, you are welcome to suggest dishes outside of this selection and our chef will be more than happy to design a menu that is unique to you.

### MENU 1 £40.00 PER PERSON

Smoked Salmon, Roll Mops, Gravalax  
Platter  
Cherry Tomato, Bocconcini and Basil Salad  
Grilled Mediterranean Vegetables, Shaved  
Parmesan  
Baby Gems, Crispy Bacon, Garlic Croutes  
Assorted Charcuterie with Pickles

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Soy and Sesame Chicken, Egg Noodles,  
Sweet Chilli  
Salmon Steaks, Mixed Beans, Tomato and  
Thyme  
Potato Gnocchi, Mushroom and Parmesan  
Sauce  
Seasonal Vegetables

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Strawberry Cheesecake  
Chocolate Truffle Torte, Orange Salad  
Fresh Fruit Salad  
Selection of British Farmhouse Cheeses

### MENU 2 £40.00 PER PERSON

Marinated Artichokes, Mushrooms and  
Balsamic Onion Salad  
Honey Glazed Ham with Glazed Peaches  
Gravalax, Prawns, Shellfish Mayonnaise  
Curried Coleslaw with Sultanas  
Smoked Chicken, Celery, Walnut and Apple  
Salad

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Baked Cod Fillet, Saffron Rice, Tarragon  
Cream  
Beef Braised in Red Wine, Onions,  
Mushrooms and Smoked Bacon  
Aubergine and Mozzarella Parmigano  
Potatoes and Seasonal Vegetables

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Pear and Almond Tart, Mascarpone  
Chocolate Pot, Praline Cream  
Fresh Fruit Platter  
Selection of British Farmhouse Cheeses

### MENU 3 £40.00 PER PERSON

Tuna Nicoise Salad  
Galia Melon with Parma Ham  
Red Onion and Goats Cheese Quiche  
Caesar Salad, Marinated Anchovies, Shaved  
Parmesan  
Rare Roast Beef, Balsamic Roasted Cherry  
Tomatoes

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Monkfish and Tiger Prawns, Spring Onions,  
Oyster Sauce  
Egg Fried Rice  
Navarin of Lamb, Button Onions, Creamed  
Potatoes  
Mushroom Stroganoff  
Seasonal Vegetables

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Tiramisu Cocktail  
Apple and Sultana Crumble, Custard  
Fresh Fruit Platter  
Selection of British Farmhouse Cheeses

### MENU 4 £45.00 PER PERSON

Smoked Trout Fillets, Horseradish Cream  
Oriental Salad, Egg Noodles and Bean Sprouts  
Chicken, Mango and Confit Tomato Salad  
Greek Salad, Feta, Tomatoes and Black Olives  
Assorted Charcuterie with Pickles

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Salmon and Crab Fishcakes, Lemon Mayonnaise  
Moroccan Lamb, Chickpeas, Harrisa, Lemon Cous Cous  
Penne Pasta, Roasted Red Peppers, Courgettes and Basil  
Potatoes and Seasonal Vegetables

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Vanilla and Blueberry Cheesecake  
Raspberry Crème Brulee  
Fresh Fruit Platter  
Selection of British Farmhouse Cheeses

### MENU 5 £45.00 PER PERSON

Mozzarella, Beef Tomato and Basil Salad  
Avocado, Prawns, Cocktail Sauce  
Tandoori, Chicken, Cucumber Raita  
Cous Cous Salad, Grilled Vegetables  
Pressed Duck and Fig Terrine, Red Onion Chutney

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Fillet of Sea Bass, Aubergine, Sun Blushed Tomato and Artichokes  
Steak and Kidney Pie, Creamed Potatoes  
Spinach and Ricotta Tortellini, Basil Cream  
Braised Rice and Seasonal Vegetables

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Strawberry and Vanilla Tartlets  
Bread and Butter Pudding, Custard  
Fresh Fruit Platter  
Selection of British Farm House Cheeses

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## BANQUETING A LA CARTE MENU

If you want a more formal and elegant atmosphere for your reception, then a plated sit down meal is your choice. We offer a 3 course meal with a vegetarian option. Below, and on the following pages, you will find a medley of exciting dishes that our chefs have specially created for weddings and celebrations. Please choose 1 dish from a selection of starters, main courses, desserts and coffees. Vegetarian options are available for both starters and main courses.

### STARTERS

#### MEAT

Galia Melon, Parma Ham, Sweet Honey Vinaigrette	£9.50
Rillettes of Pork, Apricot and Hazelnuts, Apricot and Rosemary Chutney	£10.50
Smoked Chicken and Wild Mushroom Salad, Crispy Bacon, Walnut Dressing	£11.50
Carpaccio of Beef, Sweet Red Onions, Shaved Parmesan	£15.00
Pressed Duck and Foie Gras Terrine, Red Onion Marmalade, Sourdough Croutes	£16.00
Ham Hock and Parsley Terrine, Piccalilli	£10.50

#### FISH

Smoked Salmon, Buck Wheat Blinis, Horseradish Crème Fraiche	£12.50
Cured Salmon, Beetroot Chutney, Grain Mustard Vinaigrette	£10.50
Potted Dorset Crab and Brown Shrimps, Mixed Cress	£15.00
Seafood in Jelly, Shellfish Mayonnaise	£13.50
Salmon and Prawn Brochette, Sweet Chilli Sauce	£14.00
Lobster, Orange and French Bean Salad	P.O.A.

#### VEGETARIAN

Wood Roasted Red Pepper with Red Pepper Mousse, Black Olive Brushetta, Basil Oil	£10.50
Fresh Fruit Plate, Lemon Grass and Mint Syrup	£10.50
Grilled Asparagus, Rocket Leaves, Shaved Parmesan, Aged Balsamic	£13.50
Goats Cheese, Potato and Wild Mushroom Terrine, Red Pepper and Black Olive Dressing	£13.50
Mozzarella, Beef Tomato, Confit Red Onion and Rocket Salad, Basil Oil	£14.00

#### SOUPS

Roast Butternut Squash Soup, Basil Cream	£6.50
Plum Tomato and Basil Soup, Sweet Red Onions	£6.50
Cream of White Bean and Chorizo	£6.50
Cream of Asparagus, Truffle Croutons	£7.50
Mediterranean Fish Soup, Garlic Croutons	£7.50

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## BANQUETING A LA CARTE MENU

### MAINS

#### MEAT

Marinated Chicken Breast, Lemon & Thyme Sauce, Parisienne Potatoes, Artichoke, Leek and Mushroom Gratin	£20.00
Breast of Chicken, Button Onions, Mushrooms and Pancetta, Red Wine Sauce, Parmentier Potatoes, French Beans	£21.00
Roast Guinea Fowl with Butternut Squash and Orange, Otte Potatoes, Roasted Vegetables	£22.00
Honey Glazed Barbary Duck Breast, Spiced Sauce, Potato Fondant, Spinach and Mushroom Gratin	£24.00
Rump of English Lamb, Tomato, Black Olive and Basil Jus, Chateau Potatoes, Ratatouille	£26.00
Rack of English Lamb, Apricot and Onion Crust, Thyme Sauce, Dauphinoise Potatoes, Seasonal Vegetables	£26.00
Rack of English lamb, Mint Jelly, Rosemary Jus, Sea Salt Roasted Potatoes, Seasonal Vegetables	£26.00
Fillet of Beef, Red Wine Shallots, Horseradish and Port Sauce, Fondant Potatoes, Glazed Carrots	£30.00
Roast Sirloin of Beef, Yorkshire Puddings, Red Wine Sauce, Goose Fat Roast Potatoes, Seasonal Vegetables	£27.00
Slow Cooked Beef in Red Wine, Creamed Potatoes, Wild Mushrooms and Celeriac, Roasted Root Vegetables	£24.00
Roast Rack of Suffolk Pork, Apricot and Apple Stuffing, Dauphinoise Potatoes, Celeriac and Apple Puree	£25.00
Grilled Loin of Veal, Caramelised Pears, Gratinee Potatoes, Seasonal Vegetables	£30.00

#### FISH

Roasted Salmon, Pea and Mint Risotto, inted Baby Carrots	£20.00
Roasted Salmon, Red Pepper Vinaigrette, Wood Roasted Peppers and Asparagus, Crushed New Potatoes	£20.00
Steamed Salmon, Potato and Herb Gnocchi, Gorgonzola Cream, Aubergine Parmigiano	£20.00
Fillet of Sea Bass, Wild Mushrooms, Button Onions and Red Wine,, Parmentier Potatoes, French Beans	£24.00
Fillet of Sea Bass Seasonal Vegetables, Orange and Olive Oil Sauce, Warm Potato Salad	£24.00
Paupiettes of Lemon Sole and Salmon, White Grape and Morel Sauce, Spinach Tagliatelle, Sugar Snap Peas	£28.00
Roasted Cod Fillet, Smoked Bacon and Lentils, Parsley Mash, Green Beans	£22.00
Steamed Halibut, Braised Cod, Horseradish and Chive Sauce, Buttered New Potatoes, Glazed Baby Carrots	£26.00

#### VEGETARIAN

Spinach and Ricotta Tortellini, Basil Cream	£15.00
Puff Pastry with Wild Mushroom and Asparagus Ragout	£17.00
Baked Goats Cheese with Provencal Vegetables, Pimento Dressing	£15.00
Sweet Potato and Pumpkin Risotto, Rocket Leaves	£15.00

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## BANQUETING A LA CARTE MENU

### DESSERTS

Tiramisu and Marinated Cherry Cocktail, Amaretto Glaze	£8.50
Chocolate and Pistachio Marquise, Pistachio Ice-Cream	£8.50
Strawberry and White Chocolate Cheese Cake, Strawberry Sorbet	£8.50
Raspberry Crème Brulee, Biscotti	£8.50
Prune and Armagnac Parfait, Almond Biscuit	£8.50
Sticky Toffee Pudding, Toffee Sauce	£8.50
Chocolate Brulee, Chocolate Macaroons	£8.50
Glazed Lemon Tart, Mascarpone	£8.50
Pannatone Bread and Butter Pudding, Marmalade Ice-Cream	£8.50
Fresh Fruit Plate, Lemon Grass and Mint Syrup	£8.50
Cheese Plate: Stilton, Summerset Brie, Cornish Yarg, Water Biscuits	£10.50

### COFFEE

Filter Coffee with chocolates and jellies	£3.25
Filter Coffee with chocolate mints	£3.25
Filter Coffee with orange chocolates	£3.25

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## EVENING BUFFET MENUS

One final detail not to be overlooked is your choice of evening finger buffet. Choose from this delightful assortment.

### FINGER BUFFET 1

Tartlets of ratatouille with melted mozzarella  
Curried vegetable samosa  
Thai crab cake with sweet chilli sauce  
Tandoori chicken wings with cucumber and mint yoghurt  
Chilli nachos with salsa and sour cream  
Vegetable spring rolls with spring onion and soy dip  
Crispy brie with BBQ sauce

**£18.00 per person**

### FINGER BUFFET 2

Soy and sesame marinated chicken with a honey and chilli dressing  
Tartlets of leek with glazed Cheddar cheese  
Crispy salmon brochettes with BBQ sauce  
Spicy nachos with salsa and sour cream  
Mini cheese and tomato pizza  
Onion bhaji with cucumber and mint yoghurt  
Carrot and coriander goujons with Caesar dip

**£18.00 per person**

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## WINE AND DRINKS SELECTION

Just a few of our old and new world wines. If you would like a more extensive list please request this from your events coordinator

### SPARKLING WINE & CHAMPAGNE

81	Prosecco Fantinel, NV	£29.00
90	Prosecco Fantinel Rose, NV	£29.00
57	Bouche Pere et Fils, Cuvee Reserve, Brut, NV	£39.00
58	Moet & Chandon, Brut Imperial, NV	£45.00
60	Veuve Cliquot Yellow Label, NV	£61.50
71	Taittinger Brut Rose, NV	£58.50

### WHITE WINES

6	Kell's Edge Blend Z, Chardonnay, Australia	£19.00
50	Kleine Zalze Bush Vines, Chenin Blanc, South Africa	£19.50
45	Pinot Bianco E Grigio, San Floriano, Italy	£21.00
390	Riverstone, Sauvignon Blanc, New Zealand	£27.00
32	Villa Maria, Riesling, New Zealand	£29.00
30	Chablis, Gloire de Chablis, J. Moreau & Fils, France	£33.00

### RED WINES

8	Kell's Edge, Cabernet Grenache, Australia	£19.00
10	Tierra Merlot, Moulle Valley, Chile	£22.00
13	Hardy's Riddle, Shiraz, Australia	£24.00
49	Kleine Zalze, Pinotage, South Africa	£25.00
314	Chianta Riserva, Villa di Campobello, Italy	£28.00
394	Vina Cerrada Reserva, Rioja, Spain	£32.50

### ROSE WINE

72	Monte Verde, Merlot Rose, Chile	£19.00
73	Torres de Casta, Rosada, Spain	£26.00

### MINERAL WATER

Sparkling Mineral Water – 1 Ltr	£4.00
Still Mineral Water – 1 Ltr	£4.00

The Hotel reserves the right to increase beverage prices where necessary if specific items undergo a substantial and unforeseen price increase.  
All prices are inclusive of VAT at the current rate.

## BAR TARIFF

	ABV %	PRICE		ABV %	PRICE
<b>APERITIFS/VERMOUTHS</b>			<b>LIQUEURS</b>		
Campari	24	£3.50	Amaretto	28	£3.75
Dubonnet	14.8	£4.00	Archer Schnapps	23	£3.75
Martini	15	£4.00	Baileys	17	£3.75
Pernod	40	£3.50	Benedictine	40	£3.75
Pimms No. 1	25	£4.00	Cointreau	40	£3.75
			Drambuie	40	£3.75
<b>SPIRITS</b>			Grand Marnier	40	£3.75
Bacardi	37.5	£4.00	Malibu	21	£3.75
Captain Morgans Rum	40	£4.00	Sambuca	38	£3.75
Gordons Gin	37.5	£4.00	Tequila	38	£3.75
Smirnoff Red Label	37.5	£4.00	Tia Maria	26.5	£3.75
<b>WHISKY</b>			<b>DRAFT BEER</b>		
Bells	40	£4.00	Carling	4.2	£4.25
Bushmills	40	£4.25	Grosch	5	£4.75
Canadian Club	40	£4.50			
Malt Whisky - from	varies	£4.50	<b>BOTTLED BEER/CIDER</b>		
Jack Daniels	40	£4.50	Range of bottled beers - from	varies	£4.50
Jamesons	40	£4.00	Range of bottled ciders - from	varies	£5.00
Southern Comfort	40	£3.75	Smirnoff Ice	5	£4.75
			WKD	5	£4.75
<b>COGNAC/ARMAGNAC</b>			<b>SOFT DRINKS</b>		
Hennessey VS	40	£4.25	Pepsi/Diet Pepsi 180ml		£2.25
Remy Martin VSOP	40	£4.75	Lemonade 125ml		£1.50
			Baby Mixers 113ml		£1.50
<b>WINE/CHAMPAGNE</b>			Mineral Water 1 ltr Bottle		£4.00
Wine by the glass - from	varies	£5.00			
Champagne by the glass - from	varies	£8.00			
			<b>JUGS</b>		
<b>PORT/SHERRY</b>			Orange Juice		£8.50
Old Master Ruby	19	£4.50	Pimm's No.1 & Lemonade		£25.00
Croft Original	17.5	£4.25			
Tio Pepe	17.5	£4.50			

Weights and Measures Act

All spirits are served in measures of 25ml or multiples thereof.

Wine is served in measures of 175ml.

Please note that all of the above are subject to change, without prior notice.

All prices are inclusive of VAT at the current rate.

## DIRECTIONS

### SOPWELL HOUSE

Cottonmill Lane St Albans, Herts AL1 2HQ  
Telephone +44(0)1727 864477 Fax +44(0)1727 844741  
enquiries@sopwellhouse.co.uk [www.sopwellhouse.co.uk](http://www.sopwellhouse.co.uk)

#### FROM M1 NORTH

Exit at Jct 8 onto the A414 in the direction of St Albans. At the roundabout continue on the A414 in the direction of Hatfield. Take the first slip-road on the left, signposted Sopwell/Shenley. At the end of the slip-road turn left, then left again at the mini roundabout. The hotel is approximately 1 /4 mile on the left.

#### FROM M1 SOUTH

Exit at Jct 6 following the signs to St. Albans. At the 4<sup>th</sup> roundabout take the A414 in the direction of Hatfield. Then follow directions as above\*.

#### M25 FROM WEST/HEATHROW

Exit at Jct 21a and take the first exit at the roundabout, following signs to St. Albans. At the 3rd roundabout take the A414 in the direction of Hatfield. Then follow directions as above\*

#### M25 FROM EAST/DARTFORD TUNNEL

Exit at Jct 22, following signs to St. Albans. At the end of the dual carriageway, take the 3rd exit signposted St. Albans A1081, London Road.

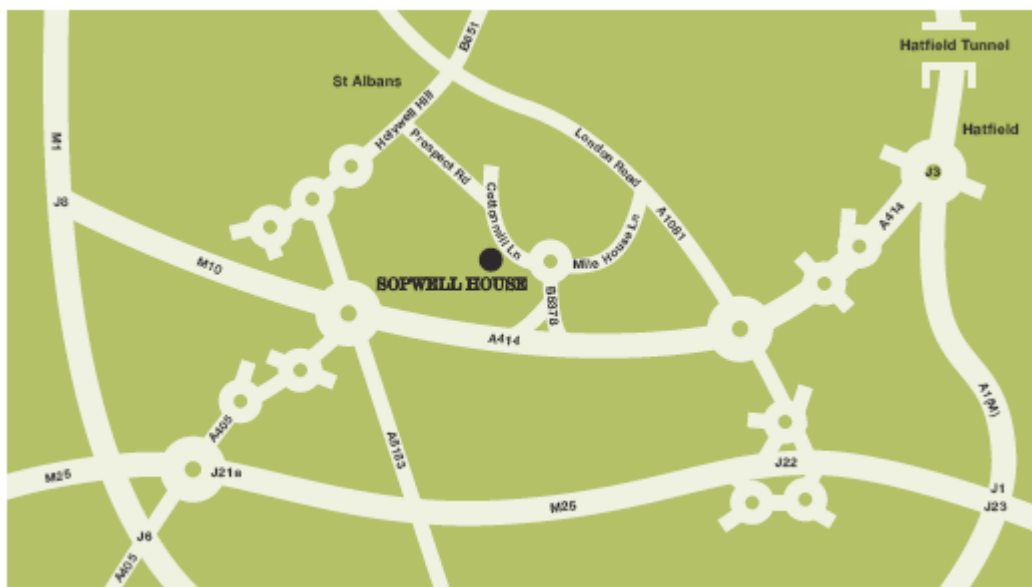
\*\*Continue to the 3rd set of traffic lights and turn left into Mile House Lane. Go under the railway bridge and over the mini roundabout. The hotel is approximately 1/4 mile on the left.

#### A1 FROM NORTH

After the Hatfield tunnel, take the A414 signposted St. Albans. At the roundabout at the end of the dual carriageway, take the 4th exit signposted St. Albans A1081, London Road. Then follow directions as above\*\*.

#### A1 FROM SOUTH

Join the M25 at South Mimms Jct 23, following M1/Watford. Exit at Jct 22, following signs to St. Albans. At the end of the dual carriageway, take the 3rd exit sign posted St. Albans a1081, London Road. Then follow directions as above\*\*.



# T ERMS AND CONDITIONS

## 1. DEFINITION

"The Client" refers to the person or organisation making the booking and "the Hotel" refers to Sopwell House, Country Club & Spa.

## 2. CONTRACT

When a booking is confirmed by the client in writing, a contract is deemed to exist.

## 3. CONFIRMATION

A provisional booking will be held for 3 weeks or until another party shows interest in the date/s booked. The Client will then be contacted to advise confirmation or cancellation of booking. A provisional booking puts neither party under any obligation to confirm the function.

## 4. CHARGES & PAYMENT

(a) A deposit of £1000.00 + VAT which is non-refundable must be paid on confirmation along with a signed copy of the contract and the terms and conditions. 50% of the contracted "Function Estimated Grand Total" is due 60 days prior to the event. The balance of the total anticipated charges must be paid **14 working days prior to the event**. Any numbers less than the contracted "Minimum Numbers" at this date will be charged for at the full price – no refunds or transfers of monies are possible. Any outstanding balance will be payable prior to departure.

(b) Prices quoted are subject to variation up to 3 months prior to the function after which they may vary due to the Chancellor's budget, Value added tax, Excise duty, currency variation, or other reasons which are outside the management's control.

## 5. AMENDMENTS BY THE CLIENT

(a) No charges will be made for any reductions in the numbers of less than 5% from those stated in the contract, providing they are received in writing at least 14 working days prior to arrival

(b) The Client will adhere to the timetable agreed with the Hotel and completely vacate the premises at the agreed time. Banquets, where the meal commences over 30 minutes after the agreed time due to the client and outside the hotel's control, will be liable for additional charges for staffing costs at the discretion of the Hotel.

## 6. CANCELLATION BY THE CLIENT

(a) Any cancellation or postponement must be confirmed in writing. The cancellation fees will be based on the noted schedule below:

The terms are:

Less than 14 days before the event - 100% of contracted total cost

15 – 60 days before the event - 50% of contracted total cost

More than 60 days prior to the event - Deposit retained

The above is based on all pre-booked services booked by the client and includes but is not limited to rooms, meals, breakfast, drinks and meeting space.

(b) An invoice of cancellation charges will be raised after event date, adjusted for revenues recovered through re-selling.

## 7. ARRIVAL/DEPARTURE

The bedroom accommodation is available from 3.00pm on the day of arrival and must be vacated by 11.00am on the day of departure otherwise guests may be liable to a £30.00 surcharge. Luggage can be stored if so required.

## 8. FOOD AND BEVERAGES

The Client will ensure that no food or beverage of any kind is brought onto the Hotel premises, except wedding cakes, or with the Hotel's written agreement

## 9. AMENDMENTS OR CANCELLATIONS BY THE HOTEL

(a) Should the Hotel for any reason beyond its control, need to make any amendments to your booking, we reserve the right to offer any alternative choice of facilities

(b) Should the Client make significant changes to the programme or the expected number of guests, this may result in amendments in the applicable rates and/or facilities/function room offered by the hotel

(c) The Hotel may cancel the booking due to any of the following:

- If the booking might, in the opinion of the Hotel, prejudice the reputation of the Hotel

- If the client is more than 30 days in arrears of previous payments.

- If the Hotel becomes aware of any alteration in the client's financial situation

(d) The Hotel will not be liable for any failure to provide or delay in providing facilities, service, food and beverages as a result of events or matters outside its control

(e) The hotel reserves the right to increase menu and beverage prices where necessary if specific menu items undergo a substantial and unforeseen price increase.

## 10. HEALTH AND SAFETY

The client agrees to take "reasonable" precautions to ensure that no damage occurs or injury to any person. He is responsible for the actions of his guests and contractors for the damage or injury caused.

## 11. DANCE FLOOR

Drinks are not allowed on the dance floor.

# TERMS AND CONDITIONS

## 12. ORDERLY CONDUCT

- (a) The Client will conduct the event in an orderly fashion, ensure that no nuisance is caused, comply with any request of the Hotel management and abide by all applicable rules and regulations.
- (b) If in the opinion of the hotel's management it is felt that additional security procedures are required, including but not limited to the provision of third party personnel, the hotel reserves the right to enforce these measures and will notify the client prior to the event's commencement. Any such costs involved will be to the account of the client.
- (c) In conjunction with the foregoing paragraphs, the hotel may require a security deposit by way of cash or preauthorised credit cards. This security deposit will be up to the perceived value involved with the damages and or security clauses. This security deposit will be returned to the client should it not be required. The decision to return the security deposit will be made by the hotel management following the event.

## 13. DAMAGE

- (a) The Client agrees to take reasonable precautions not to damage or injure the Hotel property, nor staff and is responsible for the actions of his guests and contractors for any such damage, during the event as well as prior and post the event. This includes but is not limited to damage to bedrooms and disturbance to other guests.
- (b) The hotel accepts no liability for damage or loss to any goods i.e. wedding presents that are brought into the Hotel.
- (c) At the end of the function please clear all personal effects as the hotel cannot accept any responsibility for the safekeeping of such items

## 14. ADDITIONAL GOODS AND SERVICES

The Client agrees to pay the Hotel charges for any extra goods or services provided at the request of himself or any person purporting to have the requisite authority.

## 15. EXHIBITIONS AND DISPLAYS

No stands or displays or signs may be erected on the premises, without prior written agreement.

## 16. EQUIPMENT

- (a) The Client must obtain the Hotel's written agreement to the use of all materials brought onto the premises by himself or a third party. Equipment must comply with all current regulations. The Client will be liable for any damage or injury which arises out of the use of his equipment.
- (b) The Client agrees to pay the Hotel charges for all electricity used additional to normal heating and lighting arrangements, telex, computer and fax lines.
- (c) The Hotel cannot accept responsibility for the Client's equipment.
- (d) No incendiary or explosive device may be activated under any circumstances within the Hotel or its grounds.

## 17. CLIENT PROPERTY

The Client acknowledge that any such objects, equipment, furniture, stock or other property of any sort brought onto the premises will remain under the control and care of the customer and that the customer is in the best position to insure the property and accordingly it is reasonable for the company to exclude liability for such property to the extent excluded hereby.

## 18. ADVERTISING

Any publicity for functions at the Hotel must be agreed by the management and should be of a standard to reflect the quality of the establishment.

## 19. FORCE MAJEURE

If the Hotel is prevented or hindered from carrying out its obligations hereunder by circumstances beyond its reasonable control including (without prejudice to the generality the foregoing) government intervention, strikes, labour disputes, accidents, Acts of God, national or local disasters or war, then the Hotel's liability to the Client shall be no greater than the amount paid by the Client to the Hotel in respect of the function. If for any reasons beyond the Hotel's reasonable control the accommodation reserved cannot be made available to the Client the Hotel reserves the right to substitute similar or comparable accommodation for the function and such a substitution shall be accepted by the Client as satisfactory performance by the Hotel of its obligations hereunder to provide the accommodation so reserved.

## 20. AGREEMENT NON-ASSIGNABLE

The benefits under this contract are personal to the Client and shall not be assignable or transferred by the Client.

## 21. AGREEMENT GOVERNED BY ENGLISH LAW

English Law shall govern this contract in all respects.

## 22. SERVICE OF NOTICES

Any notice or invoice hereunder shall be duly served on either party if delivered to their address as last notified in writing to the other party hereunder.

## 23. VARIATIONS

No oral representations or agreements are recognised by the Hotel and the conditions of this contract can be modified only by a supplementary written contract.

## 24. HEAD NOTES

Any head notes shall not form part of these conditions.

Accepted and Agreed to:

By: ..... Dated: .....

For and on behalf of: .....