

The Royal Hotel



Wedding Information 2017

Contact

01754 762301

Choosing the Royal Hotel

We at the Royal Hotel are a family run establishment, priding ourselves on our flexibility and ability to adapt to each persons individual needs. Each wedding is different and everybody wants that personal touch on their wedding day.

All our packages are creative, however if your perfect menu is not within, please ask and we can adapt to make that special menu just for you.

A personal approach

All weddings held at the Royal Hotel are taken under the wing of one of our experienced managers, each of whom has a wealth of experience and knowledge in organising and hosting weddings.

We are with you from first appointment, queries along the way through to a solid presence on your big day. If required, we can also act as "Master of Ceremonies" on the day.

No hidden extras

All our wedding package prices can include:-

Red carpet arrival into the hotel

Dedicated wedding co-ordinator to assist and advise

Room hire of your chosen function room

Private bar with dedicated staff member
(if required, minimum of 60 guests applies)

Use of the hotel gardens for your wedding photographs

Free on site car parking for your guests

Crisp white linen tablecloths and napkins

Glassware, crockery and cutlery

A wedding breakfast meal handpicked by you

Use of our cake knife

Reception drinks, wine with the meal and a glass of sparkling wine for the speeches

White chair covers

10% discount on accommodation for your wedding guests

(Up to a maximum of 12 rooms on the night of the event only and dependant on availability)

Choice of wedding rooms

We have three main venues for you to consider.
Each room has its own unique personality and may lend itself to your own needs.

Ambassadors & Viceroy

Two rooms that may be combined into one, or offered on a separate basis to provide a cosy and intimate dining area.

Viceroy

Most suited for smaller, intimate affairs of up to 40 guests, depending on the table plan.

Ambassadors

A larger room, suitable for up to 60 guests, where a less formal table plan may be preferred.

Ambassadors and Viceroy can be combined to provide a larger seating area or when a separate drinks area is required. This room may not suit all table plans for larger weddings of 60 plus, this is due to a slight separation in the rooms.

These two venues may be your perfect choice if you do not want an evening reception or would prefer a break between your formal reception and party (which can be catered for in the Royal Garden Suite)

Ambassadors and Viceroy are available up to 5pm, but then must be vacated.

The Royal Garden Suite

The Royal Garden Suite is a delightful function room with its own sprung dancefloor, flooded with natural daylight, overlooking the beautiful lawns and gardens. Patio doors can be opened during the summer months to provide direct access into the gardens.

The Royal Garden Suite can seat up to 110 guests for a wedding breakfast dependant upon your table plan.

In addition to this, leading on from the Royal Garden Suite is the Club Bar, a cosy lounge area with the facility of a private function bar (numbers dependant) for your evening reception and evening buffet.

Package 1 £28.50 per person

Inclusive of:

Drinks on arrival (as stated)

Banqueting chair covers

One glass of house wine per person (with the starter or main course)

One glass of Prosecco per person for the toast and speeches

Please note- A full table by table pre order must be received two weeks prior to the event for all multi choice menus.

**On arrival – choose two of the three options:
1 glass of Prosecco, orange juice or house wine**

---oOo---

Chef's homemade tomato and basil soup
Topped with butter baked croutons

Farmhouse pâté
On an orange and red onion salad
Toasted baguette slices and redcurrant jelly

---oOo---

Baked chicken supreme, wrapped in bacon
With creamy mushroom and herb sauce

Slow braised beef steak
Cooked in a rosemary and onion stock, with a rich red wine gravy
Served with seasonal vegetables (served family style), fondant potatoes

---oOo---

Homemade apple and raspberry crumble
Served with dairy custard

Baked vanilla cheesecake
With sherry poached forest fruits and crème Chantilly

---oOo---

Coffee or tea with chocolate

Package Amendments

£18 food option only with chair covers

| | | | |
|---------------------------------------|------|-------|------------|
| Add an extra glass of house wine | Add | £3.50 | per person |
| Exchange Champagne for the toast wine | Add | £4 | per person |
| Remove reception drinks | Less | £3 | per person |
| No chair covers required | Less | £1 | per person |
| Remove all drinks package | Less | £10 | per person |

Package 2

£29.50 per person

Inclusive of:

Drinks on arrival (as stated)

Banqueting chair covers

One glass of house wine per person (with the starter or main course)

One glass of Prosecco per person for the toast and speeches

On arrival – choose two of the three options:

1 glass of Prosecco, orange juice or house wine

---oOo---

Chef's homemade leek and potato soup

With butter baked croutons

Honeydew and gallia melon cocktail

Duo of melon pearls, with strawberries, blueberries and raspberries

Served in a cranberry and Cointreau liquor

---oOo---

Lemon and thyme poached breast of chicken

With a roasted asparagus and creamy leek sauce

Pan roasted sirloin of beef

Topped with grilled peppered asparagus and wild boar pâté

With a bordelaise sauce

Served with seasonal vegetables (served Family style) and Dauphinoise potatoes

---oOo---

Lemon citrus tart

Raspberry sauce and thickened cream

Cream filled profiteroles

Served with strawberries and drizzled with chocolate sauce

---oOo---

Coffee or tea with chocolate

Package Amendments

£19 food option only with chair covers

Add an extra glass of house wine

Add £3.50 per person

Exchange Champagne for the toast wine

Add £4 per person

Remove reception drinks

Less £3 per person

No chair covers required

Less £1 per person

Remove all drinks package

Less £10 per person

Package 3

£32.50 per person

Inclusive of:

Drinks on arrival (as stated)

Banqueting chair covers

One glass of house wine per person (with the starter or main course)

One glass of Prosecco per person for the toast and speeches

On arrival – choose two of the three options:
1 glass of Prosecco, orange juice or house wine
---oOo---

Chef's homemade cream of cauliflower and cheddar soup
With butter baked croutons

Smoked salmon, lobster and cream cheese mousse
Topped with king prawns
With cucumber spaghetti and watercress garnish
---oOo---

Champagne and lemon poached salmon supreme
Drizzled with a citrus hollandaise

Slow oven baked leg of lamb
Cooked in a rosemary and thyme stock with a minted cream gravy
Served with seasonal vegetables (served family style), fondant potatoes
---oOo---

Apple, raspberry and walnut crumble
With dairy custard

Individual peach and berry Pavlova
With a duo of fruit coulis and crème chantilly
---oOo---

Coffee or tea with chocolate

Package Amendments

£22 food option only with chair covers

| | | | |
|---------------------------------------|------|-------|------------|
| Add an extra glass of house wine | Add | £3.50 | per person |
| Exchange Champagne for the toast wine | Add | £4 | per person |
| Remove reception drinks | Less | £3 | per person |
| No chair covers required | Less | £1 | per person |
| Remove all drinks package | Less | £10 | per person |

Package 4 **£32.50 per person**

Inclusive of:

Drinks on arrival (as stated)

Banqueting chair covers

One glass of house wine per person (with the starter or main course)

One glass of Prosecco per person for the toast and speeches

On arrival – choose two of the three options:
1 glass of Prosecco, orange juice or house wine

---oOo---

Chef's homemade French onion soup
Topped with a cheese croute

Pressed ham hock terrine
*On a red onion and shredded carrot garnish
With Melba toast and fruit chutney*

---oOo---

Sweet roasted corn fed chicken
On a bed of leeks and cabbage, served with a wild and field mushroom cream sauce

Lemon and tarragon poached salmon
Drizzled with a lemon butter sauce

Served with seasonal vegetables (served family style), fondant potatoes

---oOo---

Chocolate torte
With a sweet raspberry sauce and whipped cream

Crème brulee
With fresh strawberries and shortbread biscuit

---oOo---

Coffee or tea with chocolate

Package Amendments

£22 food option only with chair covers

| | | | |
|---------------------------------------|------|-------|------------|
| Add an extra glass of house wine | Add | £3.50 | per person |
| Exchange Champagne for the toast wine | Add | £4 | per person |
| Remove reception drinks | Less | £3 | per person |
| No chair covers required | Less | £1 | per person |
| Remove all drinks package | Less | £10 | per person |

Package 5

£28.50 per person

Carved table menu

A three course meal - with the main course served carvery style

This menu is only available for 40 guests or more, otherwise a minimum charge of 40 meals applies.

Inclusive of:

Drinks on arrival (as stated)

Banqueting chair covers

One glass of house wine per person (with the starter or main course)

One glass of Prosecco per person for the toast and speeches

On arrival – choose two of the three options:
1 glass of Prosecco, orange juice or house wine

---oOo---

Chef's homemade leek and potato soup
Topped with butter baked croutons

Hog roast pâté
Apple and walnut salad and a sweet onion chutney
With toasted baguette slices

---oOo---

2 roast meat carved table:

Slow roast topside of beef with herb and black pepper crust

Roast crown of turkey

Served with roast and mash potatoes, seasonal vegetable selection,
Stuffing, Yorkshire pudding and meat juice gravy

---oOo---

Chocolate and raspberry tear drop mousse
Drizzled with chocolate sauce with a raspberry sauce on the side

Lemon meringue roulade
With a sweet orange compote

---oOo---

Coffee or tea with chocolate

Package Amendments

£18 food option only with chair covers

Add an extra glass of house wine

Add £3.50 per person

Exchange Champagne for the toast wine

Add £4 per person

Remove reception drinks

Less £3 per person

No chair covers required

Less £1 per person

Remove all drinks package

Less £10 per person

Simple fork buffet- £19 per person

Minimum of 30 guests and a minimum charge of 30 guests.

A pre order is required for the starters and desserts if the desserts need to be served at table.
Wine and seat covers are not included in this package.
Add £1.25 per seat cover if needed.

Traditional prawn cocktail salad
Served on a bed of salad leaves, drizzled with Marie rose sauce
Served with wholemeal bread and butter

Smooth Ardennes pâté
With toasted baguette slices and redcurrant jelly

---oOo---

Both roast joints served cold:

Roast crown of turkey

Honey roast & mustard glazed ham

Cheese and onion quiche

Hot new potatoes tossed in butter and finished with fresh parsley

Salads:-

Green leaf
Waldorf
Potato Salad

Tomato, basil and mozzarella
Coleslaw

---oOo---

Desserts from the buffet table:-

Black cherry gateau

Sherry trifle

Lemon meringue roulade and raspberry sauce

All served with pouring cream

---oOo---

Coffee or tea with chocolate

Package Amendments

3 courses and coffee

£19 per person food option with chair covers

2 courses and coffee

£15 per person food option with chair covers

Add a reception drink

Add £4 per person

Add a glass of house wine

Add £3.50 per person

Add a glass of Prosecco

Add £4 per person

No chair covers required

Less £1 per person

Evening Wedding Buffet Menus

Menu 1 – Simple Finger Buffet Selection

Selection of sandwiches

Mini sausage rolls

Cheese, tomato and onion pizza slices

Cheese and pineapple on sticks

Mini sausages

Loaded potato skins with cheese and onion

Selection of crisps and tortilla chips

£11 per person

Menu 2 – Traditional Finger Buffet Selection

Choose 7 items from the selection below:-

Selection of sandwiches

Mini sausage rolls

Bacon and cheese turnovers

Mini sausages

Chicken wings with sweet chilli dip

Cheese and pineapple on sticks

Tomato, ham and cheese pizza squares
(Vegetarian options available)

Cheddar cheese and onion flutes

Selection of crisps and tortilla chips

£12 per person

Menu 3 – Contemporary Finger Buffet Selection

Choose 7 items from the selection below:-

Mini gem lettuce leaves, filled with sweet chilli chicken

Hot chipolatas, glazed with a honey and grain mustard dressing

Pigs `n` puff pastry blankets

Farmhouse pâté with redcurrant sauce on mini toasts

Mini Yorkshire pudding with horseradish sauce

Mini burger in a bun

Cajun spiced straw fries

Sweet potato fries

Sautéed chorizo glazed with red wine and honey on sticks

£12 per person

Menu 4 - Bite size nibbles

Crust less finger sandwiches -

Ham and mustard
Smoked salmon and cucumber
Turkey and cranberry
Beef and horseradish
Egg mayonnaise

Artisan croustade with Ardennes pâté and redcurrant jelly

Cherry tomato, basil and mozzarella bite

Smoked salmon canapés

Assortment of mini quiche

£9.50 per person

Additional buffet options

Pulled pork garden table

Slow cooked joint of pulled pork
(Choice of plain, barbecue or spicy cajun)

Green leaf salad and tomatoes
Stuffing and apple sauce
Caramelized onions
Bread baps
Dressings, mustards and barbecue sauce

Without desserts: £6 per person
With desserts: £9 per person

Garden table buffet

Slow cooked joint of pulled pork
(Choice of plain, barbecue or spicy Cajun)

Stuffing and apple sauce
Spiced chicken and vegetable skewers
Beef burgers and fried onions
Bread baps

Green leaf salad and tomatoes
Coleslaw, potato salad, Waldorf salad
Mildly spiced potato wedges or sweet potato fries
(Pre choose one of the above)

Dressings, mustards and sauces
---oOo---

Fresh fruit salad and pouring cream

Cheesecake with black cherries and pouring cream

Without desserts: £11 per person
With desserts: £14 per person

Inside barbecue buffet

Barbecue chicken tenders
Long chipolatas tossed in a light mustard glaze
Pork ribs, coated in sweet 'n' sticky barbecue glaze
Moroccan style lamb, red onion and pepper kebabs
Mildly spiced potato wedges (Or sweet potato fries)

Without desserts: £9.50 per person
With desserts: £12.50 per person

Additional Evening Buffet Options

Add these items to your buffet (priced per person indicated beneath) or choose as an individual evening option.

Mini fish and chips in a cone
(Battered fish goujons with straw chips)
£5

Hot dogs with fried onions, served in a finger roll
£4.50

Hot bacon, sausage or fried egg baps
£4.50

Cheeseburger in a bun and hot dog in a finger roll
£6

Hot pork, stuffing, onions and apple sauce with bread bap
£5

Nachos, topped with sour cream, melted cheese and tomato salsa
£2.50

Suggested Vegetarian main course options

One choice of vegetarian option per menu only.

All can be gluten free if and when we are notified 48 hrs beforehand.

Vegetarian lasagne
With salad and chips or vegetables

Wild and field mushroom stroganoff
With basmati rice

Baked wild mushroom
and vegetable Wellington
With a sun dried tomato sauce

Oven roasted sweet pepper
*Filled with basmati rice
and Mediterranean vegetables*

Spanish omelette
With salad and chips

Vegetable korma
With basmati rice

Mushroom and vegetable carbonara
Topped with parmesan cheese

Cajun vegetable stir fry
With a timbale of rice

Quorn cottage pie
With an onion gravy

Savoury vegetable crumble
With a creamy leek sauce

Stuffed flat cap mushrooms
*Filled with peppers and onions, topped
with mozzarella and cheddar cheese*

Pasta, broccoli and blue cheese bake

Asparagus, broccoli and green pea risotto
topped with parmesan cheese

Parsnip, sweet potato and chestnut bake

Associated Costs (2017)

A non refundable deposit to the value of £400 is required to secure your wedding date, this money is then used towards your final payment.

Function and event dates held on a provisional basis shall be held for a period of up to one month.

If, after the end of that month the booking has **NOT** been confirmed, then the date will automatically be released by the hotel.

The deposit is non refundable under all circumstances but can be transferred to another future date for a similar function, number of attendees and total spend.

| | |
|--|----------------------------|
| Non refundable deposit | £400 |
| Wedding room Hire of the Royal Garden suite (If not associated with a packaged menu) | £400 |
| Approximate cost to hire a disco (all disco's must finish playing music by 11.30pm. Background music is permissible up to 12 midnight) | £185 - £250 |
| Evening singers | £120 upwards |
| Banqueting chair covers (white). (If not included) (Excludes the provision of a sash) | £1.25 per banqueting chair |
| Bottles of wine (see separate wine list) | £12.95 upwards |

Accommodation Costs

The Royal Hotel offers a discount of 10% off our standard hotel booking rate for a maximum of 12 bedrooms for the night of the wedding day.

One bedroom is provided for the night of the wedding on a complimentary basis for the bride and groom (subject to availability) when the final value of the food and beverage items (excluding accommodation and disco) exceeds £3,000.

Terms and Conditions

1. Provisional bookings will be held for a maximum of 4 weeks, after this time, unless a reservation has been confirmed, the booking will be automatically released without notification, unless an extension has been agreed by hotel management.
2. Confirmation of the booking – must be received by the end of the 4 week period in writing and a booking form completed. A non-refundable deposit of £200 is required at this point.
3. Deposits are deductible from the final account and in the event of cancellation by the client are non refundable under any circumstances.
4. Pre payments – once the outline of your wedding day has been agreed, we will forward an estimated pro forma invoice applying to all pre booked charges. The pro forma invoice will be updated as arrangements alter. An outline payment scheme will apply and the client must agree to the schedule.
5. Full payment of the pro forma invoice must be made 21 days prior to the event, otherwise the hotel reserves the right to cancel the event and withhold any payments already made. Pre payments and the final account can be made by cash, cheque, debit or credit card. Payments by card must be paid directly at the hotel (not over the phone) and must be secured by a pin number.
The final account (any additions on the day) must be fully paid on the evening of the wedding or on the following morning. The account must also be secured with a valid credit card. Management reserve the right to charge the final account to the clients credit card on the day after the wedding if the account has not previously been settled in full.
6. If the wedding is cancelled, the following charges would apply with the exclusion of the non refundable deposit:-
Cancellation less than 8 weeks prior to the event – 100% of the total value
Cancellation between 12 and 8 weeks prior to the event – 75% of the total value
Cancellation between 20 and 12 weeks prior to the event – 50% of the total value
7. Final numbers to be confirmed 48 hours in advance of the day with a member of the hotel management team. These are the numbers charged for and catered for unless the numbers on the day are greater, in which case the higher number will be charged.
The number of attendees (provisional or confirmed) for both the daytime and evening event shall form part of your agreement with the hotel and these numbers will be charged for on the final invoice. Therefore please consider your numbers accurately before you advise us of numbers as we only accept a drop of 20% in numbers to be charged for.
8. Children between the age of 5 and 11 inclusive will be charged at 60% of the menu price. There will be an additional charge for chair covers etc as a supplement. If a children's menu is opted for, then that menu shall be charged for plus a supplement for the chair cover.
9. Menu pre orders and table plans must be received in writing 14 days prior
10. All food and drink must be purchased from the hotel. Any person found to have brought and consumed their own alcohol on the premises will either have the item removed or the person escorted off the premises. Management reserve the right to charge a value to the final account or close the function.
11. During peak summer months, the hotel will only cater for sit down meals or fork buffets during the daytime event.
12. The function bar will close at 12 midnight. If the bar is in low use after 11.30pm, management reserve the right to close the bar at this time.
13. Entertainment and music must end at 11.30pm with soft background music played from 11.30pm to midnight. All events must finish at midnight prompt. The lounge bar is available after for residents.
14. We reserve the right to close any bar at any time should we feel there is sufficient cause to do so.
15. The client is responsible for the orderly conduct of their guests and must ensure their conduct and behaviour does not cause a breach of the law or cause a nuisance to other guests or hotel residents. The client shall reimburse the hotel for any costs incurred through wilful damage, causing a nuisance or negligence in any way by the client or their guests. Costs incurred shall be added to the final account.
16. All prices listed in this brochure are for the year indicated only. The hotel reserves the right to withdraw certain menus or products without prior notification and/or change menu prices accordingly. Prices stated are inclusive of VAT at the current rate. Account charges apply at the VAT rate current at the time of the final invoice.
17. No Chinese lanterns, fireworks, smoke machines or bombs, table confetti cannons may be used without the permission of hotel management.
18. Completion of the booking form and signing below indicates client acceptance of all terms and conditions.

I have read and accept the terms and conditions as set out above.

Signed _____

Date _____

Name _____

Event Booking Form

Provisional/ Confirmed (circle)

Please bring this with you when paying a booking deposit.

| | | |
|---|---|---|
| Date booking made: ----- Booker's name | Wedding bookings: Name of party 1 | Wedding bookings: Name of party 2 |
|---|---|---|

Address

| |
|--|
| |
|--|

| Home telephone number | Mobile number | Email address |
|-----------------------|---------------|---------------|
| | | |

Function Date: Function start time / arrival:

Type of event:

Room required:

Number of guests, day: Number of guests, evening: Arrival time:

| |
|----------------------------------|
| Special Requests, known details. |
|----------------------------------|

I have read and accept the terms and conditions as set out in the function pack.

| | |
|--|------------------|
| Signature of both parties: 1. 2. | Date of signing: |
|--|------------------|

Date deposit paid & value: Booking ref:

Completed by (staff member)