

BEST WESTERN

The Bentley Hotel

“Congratulations on your forthcoming Wedding”

On behalf of the Management and my staff, may I offer you our warmest congratulations and we look forward to having the opportunity to arrange your Wedding Banquet.

Of all the events in life there is probably nothing more memorable or important than your wedding day.

We pride ourselves on our experience, professionalism and friendliness. We are on hand at all times to make sure that your big day goes off without a hitch, whether it be a small family affair or grand social event. The combination of exemplary service and excellent food ensures a truly memorable day.

This wedding brochure is designed to offer guidance on civil ceremonies and partnerships, pre-reception drinks, wedding breakfast menus, evening celebration and overnight accommodation.

Rest assured there are no hidden charges or venue hire.

If you require any further information or wish to view the hotel, please do not hesitate to contact a member of our management team who would be happy to assist.

Carole Wootton
Managing Director

2013

Your Wedding Reception

On your special day you want to be free to enjoy every minute, secure in the knowledge that every detail is being looked after by a team of professionals who genuinely care.

The price includes

Free Venue Hire

Red carpet welcome
Glass of chilled Champagne on arrival for the bride and groom
Toast Master for your wedding breakfast
Dedicated wedding co-ordinator
Air conditioned comfort
Ivory cloths with ivory linen napkins
Free Ivory chair covers
Skirted cake table with silver wedding cake stand and knife
Personalised menus
Small vase of flowers on each table
Assistance with table plan and seating arrangements
Gift table
Iced water on each of the guests tables
Free bridal suite on your wedding night
Discounted rates in standard rooms on the wedding day for friends and relatives who wish to stay at the hotel
Free car parking

Optional extras

Floral decorations £30.00 per table. Balloon package £7.50 per table of 10

Civil Ceremonies

We are able to offer Civil Marriages & Partnerships for up to 120 guests at a cost of £285.00 includes fresh flowers and chair covers. (Exclusive of reception costs) see separate page

Booking Your Reception

A written confirmation accompanied by a non-refundable deposit of £750.00
A further 25% of the estimated balance six months prior to the date
A further 25% of the estimated balance three months prior to the date
Final account to be settled seven days before the wedding, based on final numbers
All payments are non-refundable or transferable
For all children under 10 years of age, attending your wedding reception we offer a 50% reduction

Evening Reception

An evening reception requires a minimum of 100 guests along with a buffet
All guests attending an evening reception are to be catered for
Disco charge of £220 for music from 8pm until midnight

Your Very Special Day

Table plans are always difficult to do. We offer every assistance in helping you arrive at a successful conclusion.

Suggested Top Table Seating Plan

Best	Chief	Grooms	Brides	Groom	Bride	Brides	Grooms	Bridesmaids
Man	Bridesmaid	Father	Mother				Father	Mother
.

At the reception the usual line-up waiting to greet the guests is as follows: -
The bride's parents, followed by the bridegroom's parents, then the bride and bridegroom and lastly the bridesmaids and best man.

This line-up ensures that both families have the opportunity to speak to all the guests.

Toast and Speeches.

These would normally take place at the end of the meal after the coffee has been served, and would accompany the cutting and distribution of the wedding cake.

The following is the usual order of proceedings.

The bride and bridegroom cut the cake.

Toast to "The Bride and Bridegroom". This is normally proposed by the brides father or a close relative or friend of the family

Toast to "The Bridesmaids". This is always proposed by the bridegroom following his response to the first toast.

The best man would then respond to the bridegroom's speech on behalf of the bridesmaids. He would also read the cards to the guests

On the day before the wedding, deliver your cake; don't forget top tier arrangements, table plan and place cards.

Drinks Package

Bronze

£12.50

*A Glass of White or Red Wine on arrival
A Glass of White or Red Wine during the meal
A Glass of Sparkling Wine for the toast*

Silver

£14.00

*A Glass of Cava on Arrival
A Glass of Red or White Wine during the Meal
A Glass of Champagne for the Toast*

Gold

£16.25

*Kir Royal or Pimms on Arrival
1/2 btl of Red or White Wine per person during the Meal
A Glass of Champagne for the Toast*

Platinum

£17.95

*A Glass of Champagne on Arrival
A Glass of White Chardonnay or Red Shiraz during the Meal
A Glass of Champagne for the Toast*

Large Bottle of Still or Sparkling Water ***£4.00***
Soft drinks or Fruit Juice for the Children (as per bar tariff)
Extra Bottles of Red or White House Wine ***£13.50***
Liqueur served with the Coffee ***£5.00***

If you would prefer we would be happy to tailor a Drinks Package to your own specific requirements.

Canapés

Canapés Connoisseur Selection

Why not indulge your guests with our exclusive selection of Canapés to compliment their arrival drinks.

*A selection of four Canapés per person.
Please choose from the selection below.*

Smoked Lincolnshire Poacher Cheese & Red Onion En Croûte

Gressingham Duck with Plum Chutney

Chicken Liver Parfait with Redcurrant Glaze

Tomato & Basil Bruschetta with Mozzarella Cheese

Smoked Trout Pâté with Horseradish Crème Fraîché

Colston Bassett Stilton with Redcurrant Glaze

Lemon & Black Pepper Chicken

Smoked Salmon, Cream Cheese & Dill

Lincolnshire Sausage, Apple & Prune Purée

Parma Ham with Somerset Brie

£6.15 per person

Your Wedding Breakfast Menu

Inclusive of Room Hire

*Create your own menu by selecting from the suggestion below.
Two Starters, One Main Course and Two Desserts on the day.
Cheese offered as an alternative. Coffee with Mints Complimentary.*

STARTERS

Soup of your choice (Minestrone, Leek & Potato, Chicken & Sweet corn, Vegetable, Oxtail, French Onion).....	£6.00
Tian of Shrimp & Crab with Avocado Purée.....	£6.70
Baked Goats Cheese & Red Currant Parcel with Balsamic Dressing.....	£6.10
Champagne and Red Fruit Terrine with Mango & Passion Fruit Coulis.....	£6.10
Vodka Cured Salmon with Lime served on a Petit Herb Salad.....	£7.15
Iced Grape & Melon Salad-	
Cantaloupe, Honeydew & Watermelon with White & Flame Grapes and Raspberry Coulis.....	£6.90
Caesar Salad Cos Lettuce topped with Anchovies, Croutons & Parmesan Shavings, with classic Caesar Dressing.....	£7.15
Gressingham Duck & Fig Terrine wrapped in Parma Ham served with Orange Marmalade & Toasted Ciabatta	£7.15
Salmon, Sweet Potato & Spiced Coriander Fish Cakes with Lime Mayonnaise.....	£6.15
Fresh Pineapple with Melon Balls and Mango Sorbet.....	£6.15

MAIN COURSES

Roast Crown of Turkey served with an Apricot & Herb Stuffing, Lincolnshire Sausage & Roast Gravy.....	£18.95
Roast Topside of Beef with Yorkshire Pudding & Roast Gravy.....	£20.00
Corn Fed Free Range Chicken Breast with an Italian Style Seasoning.....	£18.25
Rosemary, Lemon & Garlic Rubbed Loin of Pork with Apple Sauce & Seasoning.....	£18.45
Beef Wellington with Madeira Jus – (Cooked Medium unless otherwise Stated).....	£21.00
Roasted Leg of Welsh Lamb with Redcurrant & Herb Seasoning & Mint Sauce.....	£19.00
Slowly Braised Beef in a Masala, Onion & Wild Mushroom Sauce	£19.85
Baked Supreme of Scottish Salmon with Wilted Spinach & Pak Choi	£19.00

VEGETARIAN

Goats Cheese, Spinach & Pine Nut Wellington	
Roasted Baby Vegetables in a Puff Pastry Case with a delicious Basil & Cream Sauce	
Oven Baked Aubergine filled with Wild Garlic, Cherry Tomatoes & Avocado topped with Gruyère Cheese	
Potato Gnocchi with Spinach & Parmesan	
Broccoli, Cauliflower & Stilton Rarebit	
Roasted Vegetable & Wild Rice Torte with a Red Pepper Coulis	

All main courses are served with the Chef's choice of potatoes and vegetables

DESSERTS

<i>All homemade served with Fresh Cream unless indicated otherwise</i>	<i>£ 6.90 per person</i>
Summery Strawberry & Passion Fruit Torte with Mango Glaze	
Toffee Apple Brioche Pudding with Ice Cream	
Chocolate & Caramel Torte with Cream	
Fresh Seasonal Fruit Pavlova with White Chocolate Base (choose from Strawberry, Raspberry, Cherry, Kiwi & Mango)	
Lemon Meringue Roulade with Fresh Cream	
Red Cherry Torte with shells of Cherry Cream	
Baileys & White Chocolate Cheesecake with Strawberry Puree	
Coffee, Pecan & Walnut Cheesecake with Canadian Maple Syrup	
Baked Hot Chocolate Pudding with Raspberry's finished with White Chocolate Sauce	
Strawberry Gateau laced with Cointreau	
Chocolate Banoffee Pie with Banana Cream & Chocolate Shavings	
Vanilla Crème Brûlée with Brandy Snap Disc	
Platter of Lincolnshire & British Cheeses with Locally Baked Plum Bread	
<i>Freshly made Coffee with Chocolate Mints.....</i>	<i>Complimentary</i>
<i>Why not add a tempting petite four to finish your meal</i>	<i>£1.55 per person</i>

Wedding Breakfast Carving Buffet

£44.00 per person

Roasted Plum Tomato & Organic Pepper Soup with Fresh Pesto

Thai Style Crab Cakes with Sweet Corn Relish & Chilli

Salad of Parma with Roquette, Sun Blushed Tomato & Focaccia Bread

Hand Carved by our Chefs

*Whole Poached Salmon Centre Piece
Wild Scottish Salmon with Fruits de Mer*

Honey Roasted Ham on the Bone with a Canadian Maple Syrup & Pineapple Glaze

Roasted Sirloin of Beef with Mustards

Accompanied By:-

*Selection of Marinated Olives with Ciabbatta & Olive Oil
Spinach & Onion Bahajis with Yoghurt, Cucumber & Mint Dressing
Mediterranean Pasta Salad
Homemade Quiche with a Selection of Pickles
Fresh Dressed Garden Salad
Spicy Humous with Bread Sticks
Traditional Coleslaw
Morrocan Spiced Cous Cous
Sea Salt & Rosemary Mini Baked Potatoes
Freshly Baked Specialty Bread Selection*

Seasonal Fruit Crème Brûlée with Clotted Cream & Homemade Shortbread

Champagne & Strawberry Cheesecake

Rich Belgian Chocolate & Raspberry Tart with Clotted Cream

*Platter of Cheeses
(Eight Cheese from around Lincolnshire & the British Isles)
Accompanied with Lincolnshire Plum Bread*

Freshly Brewed Coffee with Petit Fours

Wedding Breakfast

Hot Fork Buffet

£34.75 per person

Italian Anti Pasta with Rocket Salad with a Black Olive Dressing

*Smoked Haddock and Spring Onion Fish Cake with a dressed Salad
and Lemon Mayonnaise*

Exotic Fruit Medley with Raspberry Sorbet

*Seafood Risotto with Parmesan Shavings
(Seafood in a Mascarpone, Lemon and Herb Risotto)*

*Beef Lasagne
(Vegetarian Option Available)*

Chicken, Gnocchi and Pancetta in a Tomato & Basil Sauce

Roasted Mediterranean Vegetables in an Olive Oil & Herb Dressing

Chilli and Herb Spaghetti

*Choice of :-
Jacket Potatoes, New Potatoes or Potato Wedges*

Freshly Baked Breads

Tiramisu with Almond Cream

Warm Apple Toffee Brioche with Crème Anglaise

Raspberry Cheesecake with a Rosette of Cream

Cheese Platter served with Celery, Grapes and Water Biscuits

Coffee with After Dinner Mints

Evening Buffet

Menu "A" **£14.95 per person**

Select 8 dishes from the menu below to create your own Buffet

Assorted Sandwiches (1 round per person)

Assorted Cold Wraps (1 per person)

Camembert Bites

Cheese Twists

Pizza Slices

Breaded Garlic Mushrooms

Thai Mini Baskets

Mini Quiches

Scotch Eggs

Sausage Rolls

Salmon, Rocket & Parmesan Bites

Prawns with a Coconut Crumb

Garlic & Herb Chicken Drum Sticks

Spicy Potato Wedges

Assorted Vol au Vents

Vegetable Spring Rolls

Add a Dessert for £4.00 per person

Lemon Meringue Pie

Black Forest Gateaux

Chocolate & Toffee Gateaux

Menu "B" **£14.50 per person**

Hot Beef Madras with Mushroom Onion & Fresh Chilies (Hot)

Sautéed Chicken Breast in a Creamy Korma Sauce (Medium)

Sauté of Market Vegetables in a Balti Spic Sauce (Medium)

Served with Rice, Naan Bread, Poppadums & Mango Chutney

Evening Buffet

Menu "C" ***£13.25 per person***

*Locally reared Joints of Pork
Traditionally Roasted & served with*

*Cobbled Floured Baps
Potato Croquets
Dressed Salad
Coleslaw
Sage & Onion Stuffing
Apple Sauce*

Joints of Beef or Turkey can be substituted by arrangement and are subject to a price supplement

Menu "D" ***£11.00 per person***

*Homemade Pork & Apple Burgers
Homemade Lamb & Mint Burgers
Lincolnshire Sausage with Onions
(Vegetarian Burgers/ Sausages upon request)*

Served in Bread Baps

With Chips, Coleslaw and Spicy Relish

Civil Ceremonies

To assist you in the planning of your Civil Wedding we have pleasure in offering the following information.

The Registry Office should be contacted on 01522 782244.
Monday to Friday from 9.30am to 4.30pm.
They will provide you with all the necessary information including their fees and availability.

The Suite will be furnished with aisles of chairs, dressed with ivory covers, along with pedestals of flowers and a flower arrangement on the registration table.

The Registrar will have a private meeting with the Groom 30 minutes before the ceremony and then separately with the Bride.

This is in order to check the information given on the notice of marriage is correct and to enable the marriage to proceed.

You are required to provide two witnesses; they can be friends or family, but must be over 16 years of age.

You will be asked to place the rings on a cushion before the ceremony proceeds. And the registrar will signal when to place them on the respective fingers during the ceremony.

Music may be played before and after the ceremony.
Religious content is not permitted.

Pearl Wedding Package

NO extra charge for Room Hire

We have designed an Inclusive Package to help assist with the organising of your Special Day.

Wedding Breakfast

*Pan Fried Field Mushroom Soup with Thyme Infused Croutons
Chicken Liver Terrine with Petite Herb Salad and Raisin & Onion Chutney
Medley of Sweet Melon presented on a Raspberry Purée with Mango Glaze
Smoked Haddock & Spring Onion Fishcakes with a Cucumber & Chilli Relish*

*Marinated Locally Landed Cod Loin in Lime, Coriander & Chilli presented on Lemon & Herb Salad
Roasted Crown of Turkey with Lincolnshire Sausage, Cranberry Seasoning & Roast Gravy
Chicken Breast in a Cumberland, Apricot, Mushroom & Dark Port Sauce
Slowly Roasted Locally Reared Leg of Pork with Brambly Cider Apple Sauce & Seasoning
Blade of British Beef Slowly braised in Real Ale with Mushrooms, Onions & Cracked Black Peppercorns*

Vegetarian Options

*Roasted Baby Vegetables in a Puff Pastry Case with a delicious Basil Cream Sauce
Baked Goats Cheese & Roasted Vine Tomato Tart served with a Roasted Plum Tomato Herb Sauce*

All served with Chef's Choice of Potatoes & Seasonal Vegetables

*Zesty Lemon Meringue Pie with Cream
Apple Strudel with Custard
Warm Chocolate Pudding with Raspberries
Black Forest Roulade with Cherry Cream*

Coffee served with After Dinner Mints

From the above menu you choose 2 starters, 1 Main Courses and vegetarian option & 2 desserts.

Drinks Package

*A glass of Sparkling Wine or Pimms on arrival
1/2 Bottle of House Wine served with the meal
A glass of Sparkling Wine for the toast*

<i>The cost for the Pearl Package would be</i>	<i>£45.50 per person</i>
<i>Children Meal (1/2 portion of the selected menu)</i>	<i>£13.50 per child (under 10)</i>

Diamond Wedding Package

for 50 Adult Day guests & 100 Adult Evening guests

NO extra charge for Room Hire

Included to make your special day perfect

Red carpet welcome

Glass of Champagne for the Bride & Groom on their arrival

Master of Ceremonies for the Wedding Breakfast

Air Conditioned Suites

Ivory Chairs Covers

Ivory Table Linen with an Ivory Napkin

Silver Cake Stand and Knife

Iced Water on each of the guests tables

Personalised Menus

Dedicated Wedding Co-ordinator

Assistance with the table plan and seating arrangements

Complimentary Bridal Suite for the Wedding Night

Special Discounted rates for friends and family to stay overnight

Day Reception

Drinks Package

Glass of Pimms or Sparkling Wine on arrival

½ Bottle of House Wine per person

Glass of Sparkling Wine for the toast

Create your own Menu from:-

(Choice of 2 starters, 1 Main Course & Vegetarian, 2 Desserts & coffee with mints)

Homemade Seasonal Soup (Vegetable, Creamy Leek & Potato, French Onion)

Platter of Melon on Raspberry Purée with Mint Dressing

Smoked Salmon & Asparagus Roulade with Lemon Dressed Leaves

Ardennes Pâté with Plums marinated in Brandy served with Red Onion & Rosemary Relish & Toasted Focaccia

Roasted Crown of Turkey with Sausage, Seasoning, Cranberry Sauce & Pan Roasted Gravy

Roasted Topside of Yorkshire Beef with Horseradish Sauce, Yorkshire Pudding & Pan Roasted Gravy

Pesto Infused Chicken Breast in a Lemon & Cracked Black Pepper Sauce

Pan Fried Fillet of Mackerel marinated with Chilli, Lemon & Coriander and served on Pilaf Rice

Vegetarian Options

Somerset Brie, Spinach & Field Mushroom Roulade with Creamy Parsley & White Wine Sauce

Roasted Aubergine filled with Avocado, Tomato & Mushroom topped with Gruyere Cheese

All served with chef's Selection of Potatoes & Vegetables

Home Made Bailey Cheesecake

Lemon Meringue Roulade presented with Passion Fruit Coulis

Chocolate Gateau with Clotted Cream

Platter of Lincolnshire & British Isles Cheeses with Biscuits, Celery & Grapes

Coffee with After Dinner Mints

Flowers for the tables – in a colour to match the brides colour scheme

(5 table arrangements, Posy or Tall vase and long and low for the top table)

Diamond Package - Cont'd

Evening Reception (100 People)

Evening Buffet

Finger Buffet

*Selection of Sandwiches
Breaded Whitby Scampi & Tartar Sauce
Chicken Drumsticks with BBQ Seasoning
Smoked Haddock, Spinach & Parmesan Bites
Mini Vegetable Spring Rolls
Spicy Potato Wedges
Sausage Rolls
Savory Nibbles*

Grill Menu

*Homemade Prime Beef Burgers
Turkey & Chilli Burgers
Lincolnshire Sausage with Onions
(Vegetarian Options upon request)*

Served in Bread Baps

With Chips, Coleslaw & Spicy Relish

Disco and Bar through until Midnight

Balloons 10 x 3 tier packages (To match Brides Colour Scheme)

The total cost for the above package £3,800

Best Western

The Bentley Hotel

WEDDINGS and FUNCTION BOOKING CONDITIONS

Confirmation

All bookings require written or faxed confirmation using this document along with the relevant deposit. We reserved the right to re-let after 14 days if no deposit or confirmation has been received.

Accounts

A non-refundable deposit of **£ 750.00** to be paid with confirmation of booking, a further 25% of the estimated balance to be paid six months prior to the event, with a further 25% of the estimated balance three months prior to the event. We will send a final invoice 2 weeks prior to the event and we require the final balance to be paid 7 days prior to the event unless you already have an account open. Company Credit Accounts opened subject to references.

Numbers

Approximate numbers required on booking an event. Final numbers are required 14 days prior to the event; we will amend the final numbers when you pay 7 days prior to the event. Please note these will be the minimum charged to your account with No Refunds. Wedding Evening Receptions are charged on a minimum number of 100 people for the evening Buffet and the charge is made on the number of actual people attending the reception.

Entertainment

Our Disco charge is £210.00. No other Discos or 'Live Entertainment are permitted without prior approval from Hotel's Director's. A Maximum of 100 Decibels allowed within 1 metre of the speakers, and all equipment must have either a current P.A.T. Certificate or an invoice to show equipment to be under 12 months old. All outside entertainment must have their own Public Liability Insurance Cert. Or a copy on the day of the event. The client shall be responsible for any charges arising from cancellation of entertainment or associated item made on their behalf by the company. Our bar licence is until Midnight only, unless you have a Directors written authority to extend after Midnight.

Cancellation

Accommodation must be cancelled before **2pm on the day of arrival, in writing or fax**. A telephone cancellation requires a cancellation number, please ensure you have received one and keep a record of it. If insufficient notice is given and the accommodation is not resold on the day, a charge will be raised for 50% of the total booking between 2.00pm and 4.00pm, after 4.00pm, 100% will be charged. (Non-arrival) if a guest fails to arrive and no cancellation number is issued, a non-arrival will be charged 100% of the total booking. Unconfirmed bookings may be released 48 hours before day of arrival. Check in time from 2pm on day of arrival. Check out by 11.00am on the day of departure.

In the event of a cancellation for a Wedding or Function for any reason, the company reserved the right to levy cancellation charges as follows:-

3 to 6 months:	Forfeit interim 25% payment and original deposit.
2 weeks to 3 months:	Forfeit interim 50% payment and original deposit.
Actual day to 2 weeks	Forfeit 100%

Company Liability

The company shall not be liable for any delays in performing its duties as a result of causes beyond its control. The company reserves the right to cancel any event which it considers could prejudice the reputation of the hotel. No correspondence will be entered in to, and any deposits paid will be returned. The hotel shall not be responsible for the damage or loss of any present or articles left in the hotel prior to, or following an event.

Client Liability

The client shall be responsible for the orderly conduct of their guests and ensure that their behaviour shall not cause a breach of the law or in any way cause a nuisance to other guests. Also the client shall reimburse the company for any costs incurred through wilful damage or negligence of companies property by the client or their guests.

Loss of Personal Items

The company cannot hold itself responsible for the loss of, or damage to, any property left on the premises or to any vehicle or its contents howsoever caused.

Pets

With regret, the company is unable to allow pets, with the exception of guide dogs.

General

Whilst the hotel has taken all reasonable steps to ensure that the information contained in its brochure, tariffs, leaflets and advertisements is accurate it reserves the right to alter, substitute or withdraw any service or facility without notice if necessary.

Please sign below and return this contract with written confirmation.

I/We the undersigned agree to the Terms and Conditions

On behalf of the Hotel

Signatures: _____

Date of Event: _____

Print Name: _____

Signature: _____

Date: _____

Date: _____

On Behalf of: _____