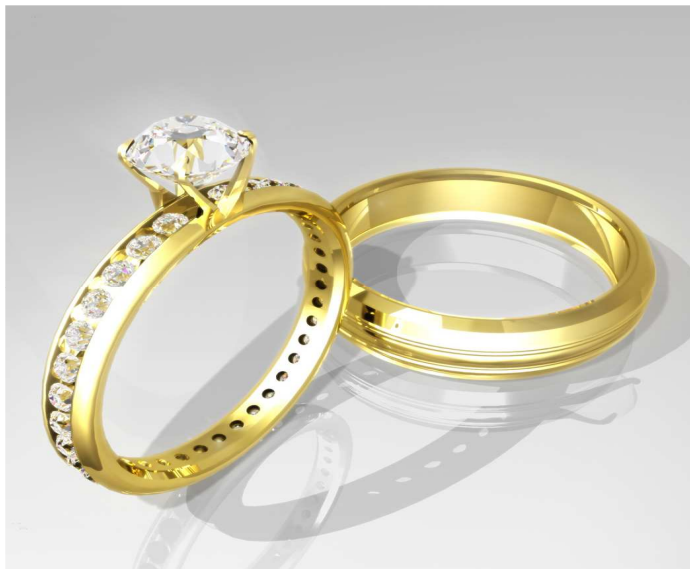


Hatherton Country House Hotel



Weddings



Congratulations on your forthcoming Wedding

Now you've decided to get married, everyone will tell you to make the most of the day because it goes too fast. We want to ensure that, on your wedding day, you won't have to waste your time worrying about arrangements. We'll take care of everything, leaving you time to enjoy every moment.

And this brochure is just a starting point. We understand that no two weddings are the same so, whilst our brochure contains information about wedding packages and menus, it is only intended as a guide. By the time you've read through it, we hope many of your questions will have been answered, but that's when our service really starts.

Your personal wedding co-ordinator will help to ensure that, from the day you book your wedding reception with us until the big day itself, you won't have to worry about a thing. You tell us what *you* want and we'll do our very best to make it happen.

At the Hatherton Country House Hotel, we believe that planning your wedding should be a pleasure. We look forward to working with you over the coming months to make sure that you have a very happy and memorable wedding day.



Planning your Wedding

INTRODUCTION

There is a lot to remember when you're organising a wedding and, because we can't help you with everything, we've included a checklist for you to make sure everything goes according to plan.

STAGE 1

- ❖ Arrange your wedding ceremony with your Clergyman or Registrar and decide with the Celebrant if you want an organist, choir and church bells.
- ❖ Alternatively you may hold your ceremony in any of our 3 suites. Ask your wedding co-ordinator for details.

STAGE 2

- ❖ Book your honeymoon.
- ❖ Check your passports if you are travelling abroad.
- ❖ Choose and purchase wedding outfits for those concerned.
- ❖ Book the photographer and a video company if required.
- ❖ Prepare your guest and wedding present list.
- ❖ Book your reception and reserve bedrooms for your guests.
- ❖ Decide upon and book all transport to and from the service and the reception.
- ❖ Order wedding stationery: invitations, service sheets, menus, place cards, cake boxes and any printed souvenir gifts for your guests.
- ❖ Order your wedding cake.

STAGE 3

- ❖ Organise all flowers for the church, guests, bridal bouquet and corsages.
- ❖ Choose wedding rings.
- ❖ Buy presents for your attendants and your family.
- ❖ Finalise all food and drink arrangements for your reception.
- ❖ Finalise honeymoon and wedding night details.
- ❖ You may want to consider taking out a wedding insurance policy.

TWO MONTHS TO GO

- ❖ Send out wedding invitations and include a map and details of the hotel accommodation arrangements if necessary.
- ❖ List all acceptances and refusals.
- ❖ Send out 'Present List' and 'Thank You' letters as presents arrive.

ONE MONTH TO GO

- ❖ Finalise numbers with the hotel and detail any special dietary requirements your guests may have.
- ❖ Arrange an appointment with your hairdresser for a 'practice run'.
- ❖ Make an appointment for your wedding day, not forgetting the Bridesmaids.
- ❖ Try on all wedding outfits and 'going away' attire to ensure it all fits and co-ordinates.
- ❖ If you are going abroad, order your travellers cheques and local currency.
- ❖ If you are going away straight from the reception, arrange for the Best Man to bring your cases to the reception venue and take away your bridal wear the next day.
- ❖ If the bride is changing her name, don't forget to arrange a change of name for all relevant documents i.e. passport, bank details, Doctor etc.

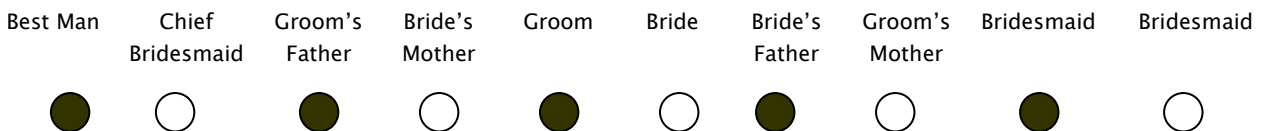
RECEIVING LINES

You may want to organise a receiving line to welcome your guests formally and to make sure that your wedding party is introduced to everyone. The usual order of receiving is:

Bride's Mother – Brides' Father – Bride – Groom – Groom's Mother – Groom's Father

You can also invite your Bridesmaids and Best Man to join the receiving line or, for a less formal reception, you may want to get your guests on your own.

TOP TABLE SUGGESTED PLAN



Toasts and Speeches

Our own Master of Ceremonies will be on hand on the day to assist everyone who has to make a speech and to ensure that your reception runs smoothly from beginning to end. Below is a recommended order of speeches that you might like to follow:

You may like to ask one of your parents or a close family friend to say Grace before the meal. Alternatively, the Master of Ceremonies can say Grace for you.

After the meal, the Master of Ceremonies or the Best Man announces the cutting of the cake. The Groom lays his hand over the Bride's and together they make the first cut. Guests are given the opportunity to take photographs. The bottom tier of the cake will be taken away, cut and served with coffee whilst the top tier is traditionally kept for the christening of your first child!

After coffee and cake have been served, the Bride's Father, or an old family friend will propose a toast to the health and happiness of the Bride and Groom.

The Bridegroom responds, thanking the Bride's Parents for the wedding and his parents if they have contributed. He proposes a toast to the Bridesmaids.

The Best Man responds on behalf of the Bridesmaids, generally making a light hearted speech and reading selected cards and telegrams. He makes a final toast to the Bride and Groom.

Entertainment

We can arrange a variety of entertainment for your reception or evening party: Bands, disco, jazz bands, string quartets, or anything from a pianist to a full cabaret and all at competitive prices.

Civil Ceremonies

At the Hatherton Country House Hotel, we are pleased to be able to offer you a lovely alternative to the formal church wedding or registry office ceremony, with a civil ceremony in one of our 3 suites. Why not consider taking your vows and then continuing your celebrations under the same roof? Ask your wedding co-ordinator for more details. Prices can be found on the page detailing room hire near the end of the brochure.





Children's Wedding Package

Drinks

Orange Juice on arrival
Choice of Soft Drink with the Main Course
Lemonade for the Toast

Main Course

Children's Portion of adult meal
Or
Chicken Nuggets and Chips
Or
Pasta with a Tomato Sauce

Dessert

Small Portion of adult dessert
Or
Ice Cream

Under 12 year olds: £10.95 pp
Under 5 year olds: FREE

Drinks Selector

ROSE £12.50

Glass of Bucks Fizz
Served on arrival
* * *

Glass House Red or
White Wine plus 1 top
up with the meal
* * *

Glass of Sparkling Wine
for Toast

DOVE £16.00

Glass of Bucks Fizz
served on arrival
* * *

Two glasses of House
Red or White Wine with
the Meal
* * *

Glass of House
champagne for Toast

WEDDING RING £17.00

Glass of either
Refreshing Pimms or
Fruit Cup
served on arrival
* * *

Two Glasses of Red or
White Wine with the
meal
* * *

Glass of House
Champagne
for Toast

We also recommend you have jugs of iced water on each table.

If you wish to have wine by the bottle please ask for our banqueting wine list from your wedding co-ordinator.

All rates are correct at time of printing. Whilst every effort will be made to absorb rising costs, we do reserve the right to adjust or amend any of our prices.

Booking the whole day with us? There will be no room hire charge and we include the following:

- ❖ Hire of function suite
- ❖ Complimentary accommodation and breakfast for the bride and groom
- ❖ Top table arrangement
- ❖ Red carpet on arrival
- ❖ Use of Silver cake stand and knife
- ❖ Member of staff to act as Toastmaster
- ❖ Complimentary accommodation and breakfast for your first wedding anniversary (to be booked within 1 month of your reception)
- ❖ Privileged accommodation rates for your guests.
- ❖ 1 month full Leisure Club membership for the bride and groom

CIVIL CEREMONIES

Should you wish to hold your wedding ceremony at the hotel, a separate room hire charge of £295 would apply.

STAFFORD SUITE – suitable for up to 200 guests

PENKRIDGE SUITE – suitable for up to 120 guests



TANNERY SUITE - suitable for up to 50 guests

The Registrar's telephone number is 01543 512345 and you need to give them as much notice as possible. Please note that all civil ceremonies can only be booked with the registrar and not at the hotel direct.

Midweek Weddings

Working to a budget?

Midweek and Sunday Weddings are available with a 5% discount

We do not exclude Sundays before bank holidays either

Just ask for more details

Terms and Conditions

1. Once you know the date you require, we can hold your booking on a provisional basis for 14 days, after which confirmation of the booking and provisional details are required in writing, together with a non-refundable deposit of £400.
2. The full balance is due 14 days prior to the wedding.
3. Final numbers of guests attending will be required 14 days prior to the wedding.
4. The exact number of guests attending to be notified to the hotel 14 days prior to the wedding and this will be the minimum number that will be charged for on the day of the wedding.
5. In the event of a booking being cancelled, the hotel will charge a cancellation fee.

This fee will amount to:-

a)Cancellation received with 6 months notice	Loss of Deposit
b)Cancellation received with 2 months notice	25% of food charges
c)Cancellation received with 1 month's notice	50% of food charges
d)Cancellation received with 2 weeks notice	75% of food charges
e)Cancellation received with 1 week's notice	100% of food charges

6. Minimum 3 courses and coffee must be served for main wedding breakfast otherwise a room hire charge will apply.
7. Minimum numbers: Stafford Suite: 60 in total during the day and 140 evening guests.

There are no minimum numbers for other suites.