

Inclusive Wedding Packages

With the need for careful budgeting in mind, we offer inclusive packages which are priced to ensure that you have everything you need for your special day.

For Your Daytime Guests:

- Red carpet welcome
- Glass of white wine cocktail, Bucks Fizz, traditional Pimms and lemonade or orange juice on arrival/after the ceremony
- Glass of house wine with the main course
- Glass of sparkling wine for the toast
- Three course menu of your choice from our menu selector, coffee and chocolate (extra courses are also available at a supplement)
- Children's menu (1/2 portion of adult's menu or children's menu)
- Printed personalised menus and seating plan
- Fresh flower table centrepieces for up to 4 or 7 guest tables and top table arrangement. Choice of designs available

For Your Evening Guests:

- Evening buffet menu selector to the value of £13.95 per person (buffet upgrades are available)
- Resident DJ and disco

For 40 Day & 80 Evening Guests:

£2895.00

For 70 Day & 120 Evening Guests:

£4595.00

Additional Guests: Day – Adult - £40.50, Child (2-12) £20.50
Evening - £13.95 per person

Your Wedding Includes:

- Experienced wedding co-ordinator to guide you through planning your special day
- Hire of daytime and evening reception suite
- Master of Ceremonies to guide you through your special day and to ensure proceedings run smoothly
- Private garden area
- White linen table cloths and linen napkins on tables
- Use of round or square cake stand and knife for the wedding cake
- Bedroom the night before the wedding for two guests with full English breakfast the following morning.
- Four Poster Bridal suite for the night of the wedding for the Bride and Groom with full English breakfast the following morning
- Privileged overnight accommodation rates for your guests including two night special offer

Upgraded Package Includes:

- Choice of canapés served on arrival / after the ceremony
- Glass of house Champagne for the toast
- Chair cover with option of co-ordinating coloured sash and table runner

Upgraded Package:

For 40 Day & 80 Evening Guests:

£3395.00

For 70 Day & 120 Evening Guests:

£5295.00

Additional Guests: Day – Adult - £51.50, Child (2-12) £25.50
Evening - £13.95 per person

Civil Ceremony Room Hire - £300.00 – see page 4 for more details

Special Offer
Fairytale Wedding Package

Book your special day with us in 2017/2018 and receive a Fairytale Package at a spectacular price

Selected Dates Available

**40 Day Guests & 70
Evening Guests**

£1999

**Ask to speak to our
Wedding Coordinators for more
details or call 01709 849955**

Additional Guests to be charged at:
Day - £24.95 per adult & £12.95 per child
Evening - £10.00 per person

Includes:

- Complimentary Civil Ceremony Room Hire (*usually £300*)
 - Complimentary Room Hire for Wedding Breakfast & Evening Reception
 - Exclusive use of our private garden
 - Red Carpet Arrival
- Bucks Fizz Reception or Sparkling Wine for the Toast
 - Two Course Wedding Breakfast with Coffee
 - Master of Ceremonies
 - Dedicated Wedding Coordinator
 - White Linen Table Cloths & Napkins
 - Personalised Seating Plan & Menus
 - Registrar / Top Table Flowers
 - Option of Evening Buffet:
 - Steak & Ale Pie*
 - Hearty Beef Lasagne*
 - Texan Five Bean Beef Brisket Chilli*
 - Fish & Chips*
- (*Vegetarian option available with prior arrangement*)
 - Resident DJ & Disco
 - Complimentary Four Poster Bridal Suite for Bride & Groom on Wedding Night with Full English Breakfast on Departure
- Discounted Accommodation Rates for Wedding Guests

Late Ceremony & Evening Reception Package

These packages are ideal if you are planning a later ceremony followed by an evening reception. Subject to availability. Minimum numbers apply.

- Selection of Canapes on arrival /after the ceremony
- Toast or Arrival drink - choice of sparkling wine or Bucks Fizz
 - Red carpet welcome
- Hire of the ceremony (if applicable) and evening reception rooms
- Master of Ceremonies to guide you through your special day and to ensure proceedings run smoothly
 - Coloured bows on alternate aisle end ceremony chairs
 - White linen table cloths
 - Registrar's table flowers (if required)
- Choice of Evening Buffet to the value of £13.95 per person
 - Use of our cake stand and knife for the wedding cake
- Bridal suite for the night of the wedding with full English breakfast for the Bride and Groom the following morning
- Privileged overnight accommodation rates for your guests
 - Value Added Tax

If your ceremony is not at the hotel:

£25.95 per person

If your ceremony is at the hotel:

£27.95 per person

Additional evening guests will be charged at the buffet price per person

DJ and Disco payable direct on the night - **£175.00**

Afternoon Tea & Evening Reception Package

- Toast or Arrival drink - choice of sparkling wine or Bucks Fizz
 - Red carpet welcome
- Hire of the ceremony (if applicable) and evening reception rooms
- Master of Ceremonies to guide you through your special day and to ensure proceedings run smoothly
 - Coloured bows on alternate aisle end ceremony chairs
 - White linen table cloths
 - Registrar's table flowers (if required)
 - Traditional Yorkshire Afternoon Tea:

A selection of Hand-made Finger Sandwiches on Bloomer Bread

Hand-made Sultana Scones

With Yorkshire Strawberry preserve and Rodda's clotted cream

A Selection of Hand Crafted Miniature Cakes & Pastries

Served with freshly brewed Yorkshire Tea and Coffee

- Choice of Evening Buffet to the value of £13.95 per person
 - Use of our cake stand and knife for the wedding cake
- Bridal suite for the night of the wedding with full English breakfast for the Bride and Groom the following morning
- Privileged overnight accommodation rates for your guests
 - Value Added Tax

If your ceremony is not at the hotel:

£34.95 per person

If your ceremony is at the hotel:

£36.95 per person

Additional evening guests will be charged at the buffet price per person

DJ and Disco payable direct on the night - **£175.00**

Your Perfect Ceremony

Ceremony Room Hire - £300.00

With a number of suites available, the Carlton Park, is the perfect setting to host your wedding ceremony and is licensed for up to 150 guests.

Room Capacities:

Moorgate & President Suites	up to 45 guests
Atrium Suite	up to 100 guests
Park Suite	up to 120 guests
Regency Suite	up to 150 guests
Conservatory	up to 80 guests

To book your ceremony, please contact Rotherham Registry Office on 01709 823542 who will be able to advise the ceremony procedure. Registrar fees are payable direct. Ceremony dates can be held up to 24 months in advance and are confirmed 12 months before.

Personalise your ceremony with your own choice of music, subject to Registrar approval. We ask that you put your music on CD and a member of staff will play your music during the ceremony. We do require your CD 1 week in advance to test it.

Room hire includes Registrar table arrangement. If having chair covers, please order an extra 3 covers for the Registrar chairs.

Make A Night Of It

We have 80 en-suite bedrooms to accommodate your guests. Double and twin rooms are available, along with family rooms, four posters and suites. Family rooms consist of 1 double and 1 single bed and our two suites have a sleigh bed in the bedroom with a pull-out sofa in the adjoining lounge area. Travel cots are available for infants.

All our rates include hot English and continental buffet-style breakfast which is served 7.00am – 10.00am daily. Check in time is from 2.00pm and check out is by 11.00am.

Guests can benefit from the use of our leisure facilities during their stay which includes leisure pool, sauna, whirlpool and gymnasium.

When you confirm your wedding with us, we allocate 10 double rooms specifically for your guests. Your guests can then contact the direct hotel to book – quoting your wedding name to receive the specially discounted rates. Payment is required at the point of making the booking. If you need more than 10 rooms, as long as we have availability, you can book as many as you need. Any rooms not required are released from the allocation 4 weeks before the wedding.

Special Bed and Breakfast Accommodation Rates Available *Please speak to your Wedding Co-ordinator* *for the current rate*

Double /Twin / Family rooms available (1 double bed and 1 single bed)

Also available:

Four Poster Supplement:	£25.00 per night
Suite Supplement:	£40.00 per night

2 Night Special Offer:

Stay 2 nights and receive a further discount
on your second night

Single supplement, room upgrades and extra guest charges still apply

How do I book my Wedding at Carlton Park?

Please contact one of wedding co-ordinators who will be able to check dates. We can hold a provisional booking for 14 days, after which a £450.00 non-refundable deposit is required to secure your date.

How do I hold my ceremony at Carlton Park?

Once you have confirmed that a date is available with us, please contact Rotherham Registry office to check that they have a Registrar available for your chosen date. We advise not to pay your deposit at the hotel until you have booked the Registrar.

I would like to get married at Carlton Park!

Once you have paid your deposit, we will issue a written confirmation which will have details of your wedding, prices and date etc. Two copies will be sent to you so please check them, make any necessary amendments and return a signed copy back to the hotel as soon as possible. We will also need a copy of your Registrar confirmation to keep in your file. Guests can also book bedrooms once the wedding is confirmed.

What happens next?

We won't need to see you until 4 weeks before the wedding. We will normally contact you to arrange your final appointment. However, if you have any questions regarding any detail of your wedding, please do not hesitate to contact us. It may be useful to have a 'catch up' appointment 6 months before to go through any questions you may have. You will get a copy of your final details to check and amend as required. Your wedding is co-ordinated by these details on the day.

When do I have to pay the balance?

We request that all balances are paid no later than 2 weeks before your wedding. Final guest numbers should be confirmed by this time also. If you are budgeting, you are most welcome to pay instalments to the hotel. Between the time of booking and your balance being due.

Who sets up the room?

At the Carlton Park, we pride ourselves on attention to detail so we will take care of all the setting up of your function room on your behalf, following instructions given to us at your final appointment. We ask that all wedding items for set up are given to us the night before in preparation.

What happens on the day?

If you are getting married at the hotel, Registrars will arrive approximately 45 to 30 minutes before the ceremony. We use one of our private meeting rooms to conduct your pre-ceremony meeting. The groom usually sees the Registrars first so must make themselves available when the Registrars arrive. We request that brides are ready / arrive at the hotel around 15 minutes before the ceremony. If you stayed at the hotel the night before, a member of staff will collect you from your bedroom and escort you to your pre-registrar meeting. At this point, we usually asks all guests to be seated in the ceremony room and the brides arrival music will be played once everyone is ready for the ceremony to proceed. If required, please supply reserved cards in order to reserve seats for your bridal party at the front of the ceremony. A member of our experienced management team will guide you through the proceedings for the rest of the day and act as your Master of Ceremonies.

Wedding Breakfast Menu Selector

We request that your menu choice is the same for each member of your party in order to ensure consistency of presentation, quality and service

Starters

Please select one choice from either the Soup or the Chilled / Warm Starter selections

Chef's Homemade Soup:

Roast Capsicum, Plum Tomato and Sweet Basil
Braised Baby Leek, Potato and Chive
Tender Stem Broccoli and Yorkshire Blue Cheese
Golden Seasonal Vegetable
Forest Mushroom and Oregano
Chicken, Root Vegetable and Pearl Barley Broth

Chilled Starters

Oak Smoked Scottish Salmon
Complemented by a herb infused potato salad and citrus crème fraiche

Chicken Liver & Armagnac Parfait
Complemented by caramelised onion and toasted brioche

Salad of Wild Rocket, Parma Ham, Globe Artichokes and Fresh Figs
Finished with a lemon oil

Trio of Cherry Tomatoes
With buffalo mozzarella, watercress and rapeseed oil

Classic Atlantic Prawn Cocktail
On a bed of crisp gem lettuce with Marie rose sauce and fresh lemon

Fantail of Galia Melon
Served with a fresh mint and strawberry compote and berry syrup

Warm Starters

Chef's Homemade Cod and Parsley Fishcake
Served with garden peas three ways

Forest Mushrooms
Cooked with garlic, thyme and fresh cream served on butter fried sourdough bread

Baby Spinach, Sweet Pepper and Goat's Cheese Frittata
Finished with a blush tomato and basil coulis

Warm Goats Cheese and Red Onion Marmalade Tartlet
Finished with wild rocket and plum tomato chutney

Main Courses

Roast Sirloin of British Beef
Served with home cooked Yorkshire pudding and caramelised onion gravy

Roast Loin of Yorkshire Pork
Served with fresh thyme and apricot stuffing and pan gravy

Steamed Fillet of Scottish Salmon
Draped in creamed leeks and baby leaf spinach

Seared Fillet of Sea Bass
Cooked with cabbage and smoked bacon and finished with a cider reduction

Pan Roast Breast of Chicken
Cooked with forest mushrooms, pancetta and baby onions and finished with a Bordeaux wine reduction

Served with Chef's Selection of Seasonal Vegetables and Potatoes

Vegetarian Option

Risotto of Seasonal Greens
Complemented by crumbled goats cheese, wild rocket and torn basil

Roast Vegetable and Cream Cheese Cannelloni
Sided by a rocket and blushed tomato salad and finished with a honey mustard dressing

Forest Mushroom and Cauliflower Curry
With pilau rice complemented by a garlic naan bread, raita and Fresh Coriander

Desserts

Strawberry and White Chocolate Cheese Cake
Complemented by a strawberry and mint compote

Chef's Homemade Dark Chocolate Brownie
With chocolate sauce and vanilla pod ice cream

Glazed Lemon Tart
Finished with raspberry sorbet

Fresh Raspberry Pavlova
Finished with a lemon and fresh mint Chantilly cream

Rich Dark Chocolate Torte
Complemented by a burnt orange syrup and ginger crumb

Chef's Homemade Sticky Toffee Pudding
With butterscotch sauce and vanilla custard

Trio of Desserts:
Warm Belgian Chocolate Brownie draped in a chocolate orange sauce,
Lemon Cheesecake with chantilly cream & Vanilla Pannacotta with poached raspberries

Intermediate Courses

Choose one of the following:

Henderson's Yorkshire Mary with a
Tempura Tiger Prawn

Pina Colada Granita Floated with Coconut Sorbet

Iced Strawberry and Champagne Cocktail

Mini Yorkshire Blue Cheese Tart with Port Wine Jelly

Roast Butternut Squash Veloute with Herb Dumplings

£4.95

Homemade Soups

Select one choice from the list

£3.95

Canapes - £4.95

Select any four from the following:

Mini Bangers 'n' Mash with Henderson's onions

Bubble 'n' Squeak Bites (v)

Filo Wrapped Tiger Prawns with a Chilli and

Coriander Dipping Sauce

Mini Fish 'n' Chips with Tartare Sauce (v)

Forest Mushroom Arancini finished with a Herb and

Parmesan Crumb (v)

Mini Toad in the Hole

Bite-size Steak and Ale/ Chicken and Tarragon Pies

topped with a Minted Pea Puree

Royal Greenland Prawn Cocktail Finished with

Homemade Marie Rose Sauce and Cucumber

Spaghetti (v)

Plum Cherry Tomato, Goat's Cheese and

Torn Basil Bruschetta

Drizzled with Virgin Oil (v)

Cheese Board - £5.00

Selection of Regional Cheeses

Complimented by seasonal fruit chutney, celery,
grapes, bread and crackers

Evening Buffet Menu Selector

We request that 80% of your anticipated evening
guests are catered for,
over the specified minimum number

Deluxe Buffet - 13.95

Selection of Handmade Sandwiches
on Farmhouse Bread

Platter of Pork Pie, Roast Ham and British Beef

With a selection of fresh bread rolls,

house pickles and chutneys

Plain and Hickory Glazed Chicken Drumsticks

Pork Sausage Rolls

Freshly dressed Green Leaf Salad

and Homemade Coleslaw

Salt Baked Jacket Potatoes

With assorted fillings (v)

Breaded Plaice Goujons with Tartare sauce

Atlantic Prawn and Smoked Salmon Cocktail Cups

Finished with Marie Rose Sauce

and Cucumber Spaghetti

Garlic Focaccia

Across The Pond - 13.95

Selection of Homemade British Beef
and Vegetarian Sliders

On mini brioche rolls

Buttered Corn on the Cob

Home Cooked BBQ Pulled Pork

Chargrilled Pork Hotdogs

With all the trimmings

Homemade Coleslaw

Texan Five Bean Salad

Sticky Hickory Glazed Baby Back Ribs

Taste of Yorkshire - £13.95

Choose one of the following for all your guests:

Homemade Yorkshire Beef and Ale Pie
With herb roast potatoes, Yorkshire caviar
and proper gravy

Yorkshire Beer Battered Haddock
With hand cut chips, mushy peas and
bread and butter

Selection of Roast Yorkshire Beef and Pork Baps
With roast potatoes, proper gravy, onions,
stuffing and crackling

All options served with Chef's selection of sweet

Deli Buffet - £13.95

Platter of Cold Sliced Yorkshire Ham, Parma Ham,
Beef Pastrami and Marinated Chicken

Selection of Regional Cheeses and Pate with House
Pickles, Chutneys and Biscuits

Warm Freshly Baked Artisan Breads with
Virgin Oil and Aged Balsamic

Selection of Freshly Prepared Seasonal Salad Bowls
Trio of Homemade Hummus

Chickpea, Beetroot and Garden Peas
with Marinated Olives, Sun Spanked Tomatoes
and Bread Sticks

BBQ-Style Buffet - £15.95

Award Winning Brisket Beef Burgers
Hickory Honey Glazed Buffalo Wings

Homemade Slaw

Butter Roast Corn

BBQ Pulled Pork

Homemade Corn Bread

Texan Five Bean Salad (v)

Smoked Hot Dogs

Cheese Fries

Seasoned Homemade Potato Wedges

Crisp Gem Salad with Blue Cheese Dressing

Served with Caramelized Onions, Grated Mature
Cheddar and Jack Cheese

*Vegetarian burgers and sausages available upon
prior arrangement*

*To be served from the BBQ - weather permitting –
price on request*

Chef's Gourmet Buffet - £18.95

Selection of Open Sandwiches on Artisan Breads

Platter of Continental Meats and Pates with Blush

Tomatoes, Olives and Marinated Peppers

Regional Cheeseboard with Celery, Fruit, Nuts
and Biscuits

Platter of Smoked Fish and Marinated Seafood with a

Bloody Mary Dressing

Home Cooked Beef Bourguignon

with Herb Roast Baby Potatoes

Herb Roast Side of Salmon with

Home Pickled Cucumber

and Hollandaise Sauce

Filo Wrapped Tiger Prawns with a

Chilli and Coriander Dipping Sauce

Chargrilled Chicken Caesar salad

Selection of Freshly Prepared Seasonal Salad Bowls

Artisan Bread Selection

Sweet Options - £4.25

Choose two of the following options:

Mini Dessert Selection, Fresh Fruit Salad
and Pouring Cream

Raspberry and White Chocolate Cheesecake

Rich Chocolate Fudge Cake with Pouring Cream

Homemade Oven Baked Bramley Apple Crumble
and Custard

Selection of Tray Baked Sweet Treats, Fresh Fruit

Salad and Pouring Cream

Glazed Strawberry Gateau

*Vegetarian, Vegan, allergies and other special dietary
needs can be catered for with prior notice*

Want Something More Bespoke?

We will be happy to provide quotes and suggestions
for alternative menus

We would be happy to offer a choice menu of two
options per course when a full pre-order per guest /
table is submitted

Wedding Breakfast Only Receptions

Ideal for an intimate daytime gathering after
your ceremony.

Subject to availability and a minimum of 10 guests

£40.50 per Adult

£20.50 per Child (2-12)

Under 2s Free Under 2s Free

*Package contents as per the Standard Inclusive
Packages (Excluding evening room hire, evening
buffet, DJ and bedroom the night prior)*

Evening Only Receptions

Subject to availability and minimum numbers

Evening Room Hire - £250.00

DJ and Disco - payable direct on the night
£175.00

Buffets from £13.95 per person –
See buffet menus in this brochure

Optional Extras

Chair Covers with coloured sash – £2.95 per chair

Additional Guest Table Flowers

£12.50 per arrangement

Drinks:

Prosecco - £4.95 per glass

Or £1.50 if taking one of our packages

House Champagne - £5.95 per glass

Or £2.95 if taking one of our packages

Non-alcoholic Cocktail - £8.00 per jug

Alcoholic Cocktail - £15.00 per jug

Wine per bottle – please see our current
Wine Selection

Price on Request:

Table Centrepieces /

Twinkle Backdrop /

Top Table and Cake Table Twinkle Skirts

Balloons / Sweet Table

Details can be provided on request for:
Pianist / Bands / Children's Entertainers / Magicians
/ Photo booths / Photographers

Inspired By Me

as unique as you are...

Inspired By Me is a well-established local company and Carlton Park Hotel's preferred Venue Stylist & Chair Cover Supplier

We offer:
Stationery, Chair Covers,
Table Décor,
Twinkle Backdrops, 5ft Illuminated LOVE
Letters & Finishing Touches

To provide you with a perfectly styled venue, Carlton Park Brides & Grooms are offered the opportunity to upgrade their Wedding Packages as follows, *in place of Fresh Flower Centrepieces & Top Table Arrangement:*

Upgrades to the Standard Package in place of Fresh Flower Centrepieces & Top Table Arrangement:

Chair Covers Only

Spandex chair cover & sash in colour of choice; £35.00 for Regency Suite OR £72.50 for Carlton Park Suite

Terms & Conditions: £50 refundable booking/security deposit required. Additional charges payable direct to IBM not CP
Loss/damage recharged to customer direct at replacement value not CP. Additional chairs charged at £2 each and centrepieces £15 or £25 each. Civil ceremonies require an additional 3 chairs for Registrar's at £2 each

Full Venue Styling

4 or 7 Table Centrepieces up to the value of £15 complete with table mirror and table petals/diamonds
Top Table Decor: Ivory Silk Flower Arrangement/Ivory Rose Foliage with Tea lights/
Vintage Freestanding LOVE letters adorned with pearls and floral dressing/
Trio of fishbowl's to compliment Table Centrepieces
Organza Top Table Drape
Spandex chair cover & sash in colour of choice

Regency Suite based on 4 rounds, 1 top and 40 chairs is £140 or £180 for Centrepieces up to the value of £25

Carlton Park Suite based on 7 rounds, 1 top and 70 chairs is £222.50 or £292.50 for Centrepieces up to the value of £25

Further upgrades to the Upgraded Package in place of Fresh Flower Centrepieces & Top Table Arrangement:

4 or 7 Table Centrepieces up to the value of £15 complete with table mirror and table petals/diamonds
Top Table Decor: Ivory Silk Flower Arrangement/ Ivory Rose Foliage with Tea lights /
Vintage Freestanding LOVE letters adorned with pearls and floral dressing/
Trio of fishbowl's to compliment Table Centrepieces
Organza Top Table Drape

Regency Suite based on 4 rounds, 1 top and 40 chairs is £60 or £100 for Centrepieces up to the value of £25

Carlton Park Suite based on 7 rounds, 1 top and 70 chairs is £82.50 or £152.50 for Centrepieces up to the value of £25

**Add our 6m Fibre Optic White Twinkle Backdrop to any package for £175
Or 6m Twinkle Backdrop & Twinkle Top & Cake Table Skirts for £225**

Add our VERY IMPOSING 5ft Illuminated Warm White LOVE Letters to any package for only £150

www.inspiredby.me

07791 491617

Skyland Hotels Limited

Terms of business for

Wedding Functions and Related Events

In these terms of business, which apply to all bookings, the expression 'Hotel' means the Carlton Park Hotel operated by Skyland Hotels Ltd. or one of its subsidiaries specified in the Client's confirmation, and 'Client' means the person booking or staying at the Hotel.

'Wedding function and Related Events' means weddings, banquets, christenings, dinner dances or any event other than a 'Meeting'.

1. Booking confirmation

1.1 Any booking is provisional until the Hotel receives a signed copy of these terms from the Client or written confirmation of booking from the Client, receipt of which will be deemed to be the Client's acceptance of these

Terms.

2. Prices

2.1 All rates include VAT at the current rate.

2.2 Prices quoted are subject to variation up to 12 weeks prior to arrival, after which, except for variations due to Client requirements, they may only vary due to changes in VAT or other reasons outside the Hotel's control, in which case they will immediately be notified to the Client. In the latter case, the Client will have the right to cancel the Booking without cost.

2.3 All prices are as quoted and no other discount, promotion or reward scheme may be applied in respect of this booking.

3. Availability

3.1 All rooms, facilities and rates offered by the Hotel are subject to availability and the discretion of the Hotel Manager.

4. Numbers

4.1 Provisional minimum numbers will be required from the Client at the time of booking and the Hotel's minimum charge will be based on those numbers.

4.2 At least 28 days prior to arrival, the Client will provide the Hotel with up to date guest numbers and, if appropriate, a rooming list.

4.3 At least 14 days prior to arrival, the Client will provide the Hotel with final guest numbers. The final charge to the Client will be calculated using this number or the actual number attending, whichever is the greater, provided that the minimum charge is exceeded.

4.4 If any reduction is made by the Client to the final numbers less than 14 days prior to arrival, the Hotel may charge the client 50% of the per head charge for each guest not attending. If less than 7 days notice is given, each non-attending guest will be charged to the client at the full price per head.

4.5 In the event of a reduction in the numbers booked, the Hotel reserves the right at any time up to 14 days prior to arrival to reallocate the booking to suitable alternative facilities or accommodation within the hotel.

5. Deposits

5.1 For events, deposits are payable as follows:

On booking:

A non-refundable deposit of £450.00 based on provisional numbers as defined in clause 4.1

14 days before the event:
The outstanding balance

5.2 Failure to pay a deposit within seven days of being requested to do so entitles the Hotel to treat the booking as cancelled.

5.3 If the Client cancels, any deposit will be set against cancellation charges.

6. Payment

6.1 Settlement of the invoice in full, less any advance payments, must be made 2 weeks prior to the wedding.

6.2 Payment by cash, cheque or such credit and debit cards as are recognised by the Hotel.

6.3 At least three working days are required to process credit and debit card payments and five working days to process cheque payments.

6.4 Credit facilities with the Hotel are not available to private individuals.

6.5 All sums payable are due for payment on presentation of the Pro-forma invoice. In the event of any query relating to the invoice, the Client must notify the hotel within

14 days of the invoice date and the Client's obligation to pay all outstanding balances immediate will not be affected.

6.6 The Hotel may charge interest at a rate of 8% above Bank of Wales base rate, from time to time, on any outstanding balance after as well as before judgement.

7. Cancellation and postponement

7.1 Cancellation or postponement by the client must be in writing and will result in the charges below becoming due. In each case, the percentage is based on the advance notice of cancellation given and applies to the estimated total cost of the booking.

Wedding Functions and Related Events

From 26 weeks to 12 weeks 25%

From 12 weeks to 28 days 50%

(or the non-refundable deposit whichever is the greater)

Less than 28 days 100%

7.2 The Hotel will try to re-let the allocated rooms and a reduction of the cancellation charge may be made if the Hotel is successful.

7.3 The Client also agrees to reimburse the Hotel for any costs incurred by it arising from the consequential cancellation of the Hotel's arrangements with third parties.

7.4 Clients will be subject to the above cancellation charges if bedrooms reserved by the booking are not taken up or cancelled or vacated early.

8. Changes and cancellation by the Hotel

8.1 The Hotel may, without prior notice, change the Client's assigned room(s) for one(s) of equal suitability without affecting any minimum or other charge.

8.2 The Hotel may cancel the booking at any time and without liability to the Client if:

8.2.1 the Client is more than 28 days in arrears with payment to the Hotel or Skyland Hotels Limited or any of its subsidiaries for previously supplied services;

8.2.2 the Client is unable to pay its debts as they fall due;

8.2.3 any part of the Hotel is closed or unable to operate for any reason beyond the Hotel's control.

8.3 If the Hotel cancels the booking for a reason other than as set out in clause 8.2, then it will use its reasonable endeavours to provide alternative facilities at another hotel.

9. Arrival and departure

9.1 Bedrooms are usually available from 2pm on the day of arrival.

9.2 Bedrooms are to be vacated by 11am on the day of departure.

10. Etiquette and controls

10.1 The Hotel reserved the right to judge acceptable levels of noise or behaviour of the Client, guests or representatives and the Client must take all steps necessary for corrective action as requested by the Hotel. In the event of failure to comply with management request, the Hotel may terminate the booking or stop any event without being liable for any refund or compensation.

10.2 It is the policy of the Hotel not to discriminate on the grounds of race, nationality, creed, sex, marital status, age, ethnic origin or disability. The Client, its employees, guests and all sub-contractors engaged by or on behalf of the Client are expected to adhere to this policy and the Hotel may,

without incurring any liability, remove from the Hotel any person offending against this policy.

10.3 The Hotel and the events it hosts are subject to statutory controls, including those relating to fire, licensing, entertainment, health, hygiene and safety. These must be strictly observed by clients and their guests and representatives.

10.4 Prior consent of the Hotel must be received for any entertainment or services contracted by the Client or for any display to be fixed. All displays must comply with statutory codes and regulations.

10.5 The Client will ensure that any outside contractor reports to the Hotel's Duty Manager to sign a contractor's indemnity form.

11. External purchases

11.1 No wines, spirits, beers or food may be brought into the Hotel or its grounds by the Client, guests or representatives for consumption or sale on the premises without the express written consent of the Hotel and for which a charge may be made by the Hotel.

12. Liabilities

12.1 Other than for death or personal injury caused by the negligence of the Hotel, the Hotel's liability to the client is limited to the price of the booking plus expenses directly and necessarily incurred by the Client to comply with the booking.

12.2 Unless the Hotel is liable under clause 12.1, the Client indemnifies the Hotel from and against any and all liability and any claims, costs, demands, proceeding and damages resulting or arising from the booked meeting or event, the Client, its guests and any outside contractor.

12.3 The Hotel will not be liable for failure to perform to the extent that the failure is caused by any factor beyond its reasonable control.

12.4 The Hotel does not accept responsibility whatsoever for damage to, or theft from, vehicles parked on the hotel premises.

12.5 The Client is responsible for any damage caused to the allocated rooms, furnishing, utensils and equipment in them by any act, default or neglect of the Client, its guests or sub-contractors and shall pay to the Hotel on demand the amount required to make good or remedy any such damage.

13. General

13.1 The Hotel's name, telephone and facsimile numbers, logo, website address and the name Skyland Hotels Ltd. and derivatives must not be used in any advertising or publicity without the express prior written consent of the Hotel's General Manager.

13.2 The booking is not assignable by the Client without the prior written consent of the Hotel.

13.3 The information provided by the Client may be processed by Skyland Hotels Ltd. for the purpose it has notified to the Data Protection Registrar. By confirming the

booking, the Client consents to this processing of the information.

13.4 Any comment or complaint should be made at the Hotel at the time of the Event so that the matter can be resolved immediately. Alternatively, write within 28 days to the Hotel's General Manager.

13.5 These terms are deemed to incorporate the Hotel's general terms of business, copies of which are available on request.

13.6 These terms will be construed in accordance with English law and the Hotel and Client submit to non-exclusive jurisdiction of the English courts unless the Hotel is in Scotland, in which case Scottish law will apply and the Scottish courts will have non-exclusive jurisdiction.