WEST RETFORD

HOTEL & RESTAURANT

Weddings

2020 & 2021

Wedding Ceremonies

We are fully licensed to hold civil marriages at the hotel, either in one of our elegant suites or in the beautiful landscaped gardens where you can marry under our romantic pagoda.

In order to marry at the hotel you need to:

- Call the hotel to check we are able to accommodate your wedding ceremony on your required date.
- Contact your registrar's office (0115 804 2994) to provisionally book a registrar to perform your ceremony.
- Contact the events office at the hotel and let us know you have booked the registrar.
- At this stage we will require an idea of how many guests will be attending and will provisionally book the rooms required for your ceremony and reception.
- Arrange to meet with us to confirm. A non refundable deposit of £1000 is required.

All other details can be discussed nearer the date. We will then make all the arrangements with you to ensure you have an unforgettable day.

Hotel Civil Wedding Charges

You pay the registrar directly for their services.

Suite	Max Number	Room Hire Charge
The Rufford Suite	40	£350
The Grove Suite	60	£350
The Shelley Suite	160	£650
The Garden Pagoda	160	£650

Entertainment:

Our resident DJ is available to hire at a cost of £300 until midnight. If you wish to provide your own disco there is an administration charge of £75.

Chair covers:

Are available to order through the hotel, if you wish to provide your own chair covers, there will be a supplement charge of £75.

Accommodation:

The hotel offers 63 bedrooms, all with en-suite facilities. A preferential accommodation rate is available for all your guests wishing to stay at the hotel.

Perfect for Weddings

tel: 01777 706 333 | **email:** meetingsandevents@westretfordhotel.co.uk | **visit:** www.westretfordhotel.co.uk

The Shelley Package

AVAILABLE APRIL TO SEPTEMBER

The Shelley Suite

This magnificent suite with ornate ceilings, low hung chandeliers, oil paintings and two fabulous bay windows offers a feeling of sheer opulence.

The room opens out on to our beautifully landscaped gardens. With it's own bar, air-conditioning and dance floor, the Shelley Suite offers privacy in stylish surroundings.

The Shelley Package includes:

- Free room hire
- 4 course meal and drinks package for 60 guests
- One glass Bucks Fizz for arrival/after ceremony
- One glass house wine during the meal
- One glass sparkling wine toast
- Evening buffet for 100 guests *(5 items)*
- Top table fresh flower arrangement
- Silver cake knife & stand
- Master of ceremonies
- Chair covers with sash *(for your day guests)*
- Linen tablecloths & napkins
- Red carpet welcome
- Personalised printed table plan & place cards
- Complimentary feature room for the Bride & Groom on their wedding night

£3495.00
MONDAY TO THURSDAY

£3995.00
FRIDAY AND SUNDAYS

£4995.00
SATURDAYS

Extra day and evening guests can be added, please enquire for a price

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The Grove Package

AVAILABLE APRIL TO SEPTEMBER

The Grove Suite

This elegant room provides a more informal and relaxed atmosphere. Situated on the first floor it has superb views over the hotel gardens.

An elegant room with luxury gold drapes which compliment the gold and blues of the wall coverings. It's low ceiling with spot lights and wall lights can add a romantic mood to your special day.

The Grove Package includes:

- Free room hire
- 4 course meal and drinks package for 40 guests
- One glass Bucks Fizz for arrival/after ceremony
- One glass house wine during the meal
- One glass sparkling wine toast
- Evening buffet for 80 guests *(5 items)*
- Top table fresh flower arrangement
- Silver cake knife & stand
- Master of ceremonies
- Chair covers with sash *(for your day guests)*
- Linen tablecloths & napkins
- Red carpet welcome
- Personalised printed table plan & place cards
- Complimentary feature room for the Bride & Groom on their wedding night

£2695.00
SUNDAY TO THURSDAY

£2995.00
FRIDAYS

£3195.00
SATURDAYS

Extra day and evening guests can be added, please enquire for a price

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The Shelley Winter Wonderland Package

AVAILABLE THROUGHOUT OCTOBER TO MARCH*

Winter is one of the most romantic times of the year, so why not take advantage of our a special Winter package in our fabulous Shelley Suite, an ideal suite for a larger wedding with views over the gardens.

The Winter Wonderland Package includes:

- Free room hire
- 4 course meal and drinks package for 60 guests
- One glass Bucks Fizz for arrival/after ceremony
- One glass house wine during the meal & one glass sparkling wine toast
- Evening hot roast pork & stuffing rolls for 100 guests
- Chocolate box favors - included two wrapped Belgium chocolate hearts
- Top table fresh flower arrangement
- Silver cake knife & stand
- Master of ceremonies
- Chair covers with sash *(for your day guests)*
- Linen tablecloths & napkins
- Red carpet welcome
- Personalised printed table plan & place cards
- Complimentary feature room for the Bride & Groom on their wedding night
- 3 tier wedding cake

£3495.00

MONDAY TO SUNDAY*

Extra day and evening guests can be added, please enquire for a price

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*Except Saturdays in December

The Grove Winter Wonderland Package

AVAILABLE THROUGHOUT OCTOBER TO MARCH

Our Winter package in the Grove suite is perfect for a smaller more intimate wedding, the room is on the first floor with views over our landscaped gardens.

The Winter Wonderland Package includes:

- Free room hire
- 4 course meal and drinks package for 40 guests
- One glass Bucks Fizz for arrival/after ceremony
- One glass house wine during the meal & one glass sparkling wine toast
- Evening hot roast pork & stuffing rolls for 80 guests
- Chocolate box favors - included two wrapped Belgium chocolate hearts
- Top table fresh flower arrangement
- Silver cake knife & stand
- Master of ceremonies
- Chair covers with sash *(for your day guests)*
- Linen tablecloths & napkins
- Red carpet welcome
- Personalised printed table plan & place cards
- Complimentary feature room for the Bride & Groom on their wedding night
- 3 tier wedding cake

£2695.00

MONDAY TO SUNDAY

Extra day and evening guests can be added, please enquire for a price

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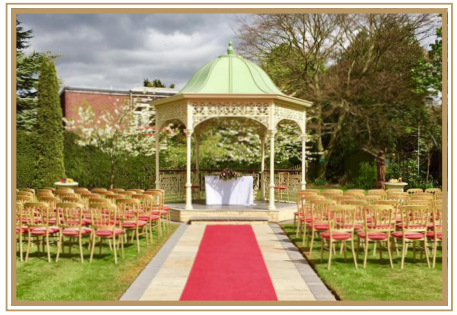
The Deluxe Wedding Package

AVAILABLE ALL DAYS THROUGHOUT THE YEAR

The Ultimate Wedding

For an inclusive deluxe package that includes all those little extras to make your day truly magical.

Our deluxe package is in our Shelley Suite which can accommodate up to 160 for your sit down meal and up to 250 in the evening



£6500.00
MONDAY TO SUNDAY

Extra day and evening guests can be added, please enquire for a price

The Deluxe Package includes:

- Free room hire
- 4 course meal *(menu 3 or 4)* & drinks package *(option 4)* for 60 guests
- One glass of Prosecco with strawberries on arrival
- Two glasses house wine during the meal & one glass Prosecco for toast
- Evening Buffet *(8 items)* or Barbeque *(BBQ menu 2)* for 100 guests
- Canapes for 60 guests
- 60 chocolate box favors - included two wrapped Belgium chocolate hearts
- Top table fresh flower arrangement
- Wedding Cake
- Silver cake knife & stand
- Master of ceremonies
- Chair covers with sash *(for your day guests)*
- Linen tablecloths & napkins
- Red carpet welcome
- Personalised printed table plan & place cards
- Evening disco
- Complimentary Bridal Suite for the Bride & Groom on their wedding night

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If you are on a package you can choose either menu one or menu two

A vegetarian choice & any dietary requirements will be added on to your menu

Wedding Breakfast Menu One

Chefs' Homemade Soup
with a warm crusty roll

Roast Chicken Breast
crispy sage & onion stuffing, mash potato & rich onion gravy

Warm Chocolate Brownie
clotted cream & toffee sauce

Freshly Brewed Coffee
mints

£37.95
PER PERSON

Add a Sorbet Course £2.00 per guest

Wedding Breakfast Menu Two

Trio of Melon
honeydew, gala & watermelon, fruit coulis

Cumberland Sausage
colcannon mash & red onion gravy

Lemon Tart
whipped cream & raspberry coulis

Freshly Brewed Coffee
mints

£37.95
PER PERSON

Add a Sorbet Course £2.00 per guest

Wedding Breakfast Menu Three

Ham Hock Terrine
rocket salad, homemade chutney & rye bread

Salmon Lattice
with creamed leeks, green beans, lemon, butter & chive sauce

Baked New York Cheesecake
blueberry compote in blueberry syrup

Freshly Brewed Coffee
mints

£39.95
PER PERSON

Add a Sorbet Course £2.00 per guest

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Wedding Breakfast Menu Four

Traditional Prawn Cocktail
king prawns, baby gem lettuce & Marie rose sauce

Pork Fillet
mustard mash potato & peppercorn sauce

Bakewell Tart
crème anglaise & cherry puree

Freshly Brewed Coffee
mints

£39.95
PER PERSON

Add a Sorbet Course £2.00 per guest

Wedding Breakfast Menu Five

Smoked Duck Breast
rocket salad, orange reduction & toasted sour dough bread

Braised Blade of Beef
Yorkshire pudding, thyme roast potatoes & rich gravy

White Chocolate & Raspberry Crème Brulee
chocolate chip shortbread

Freshly Brewed Coffee
mints

£40.95
PER PERSON

Add a Sorbet Course £2.00 per guest

Wedding Breakfast Menu Six

Seafood Platter
king prawns, crab & smoked salmon with dressed leaves & lemon mayonnaise

Medallions of Beef Fillet
pate & wild mushrooms in a brandy cream sauce

Trio of Desserts
Tiramisu, mango & passionfruit torte & limoncello panna cotta

Freshly Brewed Coffee
mints

£42.95
PER PERSON

Add a Sorbet Course £2.00 per guest

Why Not Add a Cheese Platter?

A selection of English & Continental Cheese with water biscuits, grapes and celery sticks

£40.00
PER TABLE OF 10

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Vegetarian Options

Puy Lentil & Coconut Curry
roast sweet potato, red pepper & onion,
served with rice & naan bread

Wild Mushroom & Goats Cheese Strudel
pak choi & tarragon cream sauce

Broccoli & Cheddar Pancake
topped with melted cheddar cheese

Roasted Mediterranean Vegetable Parcel
in a puff pastry, basil & tomato fondue

Courgette & Spinach Tagliatelle
sun dried tomato pesto & garlic bread

Stuffed Red Pepper
cous cous & Mediterranean vegetables

Traditional Afternoon Tea

Want something a little different?
Treat your guests to delicious traditional afternoon tea on traditional tea stands with white crockery

A Selection of Freshly Made Finger Sandwiches
smoked salmon and cream cheese
egg mayonnaise with cress
Yorkshire ham
roast beef and horseradish

Homemade Fruit Scones & Cherry Scones
Yorkshire dales clotted cream and strawberry jam

Mini Desserts & Chocolate Dipped Strawberries

Mini Patisseries

Pots of Freshly Brewed Tea or Coffee

Glass of Chilled Prosecco

£30.00
PER PERSON

Children's Wedding Breakfast

Choose either a half portion of adult's meal
or a menu from the options below

Yorkshire Pudding with gravy

Tomato Soup

Cheesy Garlic Bread

Crunchy Vegetable Sticks

Chicken Breast
mash potato, vegetables & gravy

Strips of Breaded Chicken
chips & beans

Sausage & Mash
with gravy

Penne pasta
tomato sauce

Chocolate Brownie

Vanilla Ice Cream

Strawberry Jelly

Fruit Salad

£19.95
PER CHILD AGED 2 - 12
UNDER 2's DINE FOR FREE

Perfect for Weddings

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Finger Buffet

A Selection of Freshly Made Open Sandwiches

Roasted Yorkshire Ham & Dijon Mustard | Homemade Coronation Chicken | Prawn in Marie Rose Sauce
Cheese & Branston Pickle | Tuna Mayonnaise & Sweetcorn

Then choose 5, 7, 9 or 11 items from the following list:

Onion Bhaji

Cocktail Pork Pies & Branston Pickle

BBQ Chicken Drumsticks

Wrapped King Prawns
with sweet chilli dip

Sesame Chicken Goujons

Spring Rolls

Chicken Satay Sticks
with a peanut dip

Honey & Sage Sticky Pork Ribs

Homemade Scotch Eggs

Mini Thai Spiced Fishcakes
with sweet chilli dip

Fish Goujons
with tartare sauce

Pizza Slices

Stuffed Jacket Skins
with cheese and ham

Chips

Savoury Wedges

Mustard Sausages

Tortilla Chips & Dips

BBQ Sticky Pork Ribs

£17.95
FOR 5 ITEMS

£19.95
FOR 7 ITEMS

£21.95
FOR 9 ITEMS

£23.95
FOR 11 ITEMS

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Hog Roast Carvery

Roasted Pig Carvery
slow roasted for a succulent pulled pork with barbeque sauce

Apple Sauce

Bread Buns

Chef's Special Stuffing

Potato Wedges

Green Salad

Selection of Sauces

£18.95
PER PERSON
MINIMUM 100

Fork Buffet

Choose two main dishes and two side dishes

Beef Lasagne

Vegetable Lasagne

Steak & Mushroom Pie

Vegetable Pie

Chicken Curry

Vegetable Curry

Beef Stroganoff

Courgette & Mushroom Stroganoff

Braised Rice

Potato Wedges

New Potatoes

Naan Bread

Garlic Bread

Salad

£19.95
PER PERSON

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Evening Barbeque

If you're looking to have something that's a little bit different, why not take full advantage of our beautiful gardens and have a BBQ instead of a buffet?

Available May to September only

Barbeque Menu One

Beef Burgers
served in a burger bun and cheese

Traditional Pork & Leek Sausages
served in a hot dog bun

Bowls of Mixed Salad & Coleslaw

Jacket Potatoes
with grated cheese and sour cream dip

£17.95
PER PERSON

Barbeque Menu Two

Beef Burgers
served in a burger bun and cheese

Traditional Pork & Leek Sausages
served in a hot dog bun

Chicken Drumsticks

Vegetable Kebabs

Bowls of Mixed Salad & Coleslaw

Jacket Potatoes
with grated cheese and sour cream dip

£19.95
PER PERSON

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Canapé Selection

Choose 3 items from the below menu

Galia Melon & Tiger Prawn Skewers

Shetland Crab, Saffron Crème Fraiche & Feta on Toasted Brioche

Coriander & Lime Scone with Smoked Salmon & Cream Cheese

Asparagus Spears with Parma Ham

Hot Mini Beef Wellington

Smoked Chicken & Mango Tart

Baby Mozzarella, Cherry Tomoto & Basil Skewer

Warm Applewood Smoked Cheese, Celery Tart & Apple Chutney

Chocolate dipped Strawberries

£6.95
PER PERSON

Luxury Bridal Brunch

This package is designed for the Bride and her bridesmaids to have a pre-ceremony bite to eat

A Glass of Bucks Fizz

A Selection of Danish and croissants with preserves

Mini Fruit Kebabs

Chocolate Decorated Strawberries

£12.95
PER PERSON

Delivered to the bridal bedroom on your wedding day, at a time of your choice

Cheese Platter

A selection of English & Continental Cheese
with water biscuits, grapes and celery sticks

£40.00
PER TABLE OF 10

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Drink Packages

We have a selection of drink packages available to choose from :

Package One

One Glass of Bucks Fizz
to be served on arrival at the hotel

One Glass of House
Red or White Wine
to be served with the meal

One Glass of Sparkling Wine
to be served as a toast

£14.95
PER PERSON

Package Two

One Glass of Bucks Fizz
to be served on arrival at the hotel

Two Glass of House
Red or White Wine
to be served with the meal

One Glass of Sparkling Wine
to be served as a toast

£17.95
PER PERSON

Package Three

One Glass of Pimms Cocktail
to be served on arrival at the hotel

One Glass of House
Red or White Wine
to be served with the meal

One Glass of Sparkling Wine
to be served as a toast

£15.95
PER PERSON

Package Four

One Glass of Prosecco
& Strawberries on Arrival
served on arrival at the hotel

Two Glass of House
Red or White Wine
to be served with the meal

One Glass of Prosecco
to be served as a toast

£18.95
PER PERSON

Package Five

Peroni & Kopparberg
Bottle Buckets
served on ice on arrival at the hotel

One Glass of House
Red or White Wine
to be served with the meal

One Glass of Sparkling Wine
to be served as a toast

£15.95
PER PERSON

Bucks Fizz	Pimms Cocktail	House Sparkling Wine	Raspberry Belini	Prosecco
£4.25 PER GLASS	£5.25 PER GLASS	£5.50 PER GLASS	£6.50 PER GLASS	£6.50 PER GLASS

House Wine	Champagne H. Lanvin & Fils Brut	Champagne Taittinger Brut Réserve	Champagne Taittinger Prestige Rosé	Prosecco, Viticoltori Ponte	Aurora Rosé, Viticoltori Ponte
Red / White / Rose					
£16.95 PER BOTTLE	£37.95 PER BOTTLE	£49.95 PER BOTTLE	£59.95 PER BOTTLE	£23.95 PER BOTTLE	£23.50 PER BOTTLE

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other wines are available from our wine list

Terms and Conditions

TIMINGS

The hotel must be informed of the wedding ceremony time at the initial booking stage

Timings cannot be altered without prior consent of the Hotel. It is the Hotel's policy to cater for two weddings / events on the same day

Exclusivity is not guaranteed, the hotel & its grounds may be used by other guests or functions/weddings being held at the hotel.

MUSIC

The event will finish at midnight unless otherwise specified

Any live music must be indoors and cannot play past 11pm

A £75.00 administration fee will be charged if clients wish to source their own disco and all electrical equipment must be PAT tested and public liability certificates provided

Only bio degradable confetti allowed (gardens)

LIQUOR LEGISLATION

We at West Retford Hotel have to comply with all the statutory/legal obligations placed on us as licensed premises

The Law: The Licensing Act 2003 imposes a mandatory condition on all premises licences requiring every sale of alcohol to be made or authorised by a personal licence holder. As this statute is a legal requirement we cannot allow the consumption of alcohol in public areas that has not been purchased from the hotel. (Public areas consist of function rooms, restaurant, bar, corridors, outside spaces, reception area, lifts, leisure club and public washrooms.)

Should any guest be found bringing alcohol in for consumption in public areas, they will be asked to forfeit the goods, and maybe asked to leave the premises; further breaches of our policy could result in the function being prematurely ended.

Alcoholic favours are not allowed at the hotel.

I am sure that you will support us in our legal obligations and allow us at West Retford Hotel to make your day run as smoothly as possible for you and your guests.

EVENING BUFFET

As a hotel we advise that food is not left out for longer than 2 hours from serving due to Health and Safety risks.

By signing the Wedding Event Contractual Agreement you are aware of the implications of leaving food out in a warm atmosphere for longer than advised and that the hotel cannot accept responsibility for any illness as a result of the food being left in a warm environment.

ACCOMMODATION RATES

A block of 20 bedrooms will be reserved for your wedding guests to book for the night of your wedding at your advised wedding rate

Extra Beds are available on request at a charge of £10 - subject to availability

Travel cots are also available on request

Please notify guests to call the hotel directly to book their accommodation on 01777 706333 quoting your surname and date of wedding as reference . Any unsold rooms will be released one month prior to the wedding.

Bedrooms are available from 2.00pm on the day of arrival and must be vacated by 11.00am on the day of departure unless specific alternative arrangements have been agreed

CATERING

100% of attending guests must be catered for during the day and a minimum of 80% for the evening.

Wedding packages cannot be modified

Outside catering is not permitted at the venue. Any food items brought into the venue must be authorized prior by the venue

PAYMENT TERMS

A deposit of £1000.00 is required to secure the booking

A further £1000 is due 3 months before the wedding

A final details meeting will be held 8 weeks prior to the wedding

Final balance is due 2 weeks prior to the event

Please note all payments once made are non transferable and non refundable

CANCELLATION TERMS

If the period of notice exceeds 6 calendar months then only the initial deposit amount will be forfeited

If the period of notice is between 6 months to 30 days then a cancellation charge equivalent to 50% of the contracted price shall be payable

If the period of notice is 30 days or less then a cancellation charge equivalent to 100% of the contracted price of the event shall be payable

All payments are non transferable

SPECIAL

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