

Best Western Manor House Hotel

The Ideal Wedding Venue

May we take this opportunity to offer you our congratulations on your forthcoming marriage and introduce you to The Best Western Manor House Hotel. We believe our Hotel is the ideal venue to accommodate your wedding reception as we offer an uncomplicated start to married life with comfort, style, ambiance and convenience all rolled into one.

Situated on the outskirts of the village of Alsager, on the Cheshire / Staffordshire border, The Best Western Manor House was originally a farmhouse and dates back to the 17th century. The hotel has retained much of the original character and has also been tastefully extended to offer all the modern facilities within a welcoming and friendly atmosphere.

Our emphasis is firmly built around quality of service. Our knowledgeable and professional staff are here to help you and to ensure your most special day is truly one to remember.

We can accommodate up to 150 guests for the Wedding Breakfast, and up to 150 guests for the evening reception. The Hotel is also a licensed venue to host Civil Marriage ceremonies.

Hotel facilities include 57 en-suite bedrooms, an award winning restaurant and an indoor heated swimming pool with Jacuzzi. Our Bridal Suite is offered complimentary to the Bride and Groom on your wedding night when holding both your Wedding Breakfast and Evening Reception with us.

Our central atrium is perfect for welcoming guests with a glass of Bucks Fizz and along with picturesque surroundings, offers ideal photograph opportunities.

O w n e d b y C o m p a s s H o t e l s L i m i t e d

Planning Your Wedding

Organising a wedding can be quite a daunting task. With this in mind, our Wedding Co-ordinator will be only too pleased to assist in planning your day from the moment you arrive, right through to your departure, to ensure your day is truly one to remember.

Throughout the months leading up to your wedding, we will be on hand to offer advice, from the seating plan, menus and drinks packages to recommending brides dresses, photographers and flowers.

With many years of experience, we at The Best Western Manor House Hotel never forget that this is your day, and as such, our flexibility will enable you to explore all possible options. Please remember that if you would like anything that is not included in this brochure, then please ask and we will endeavor to oblige.

On the day itself, a senior member of our management staff, along with our resident Toastmaster if requested, will be on hand to personally oversee the days' events.

As previously mentioned, we are a recognised venue for Civil Marriage ceremonies and as from the 1st January 2010 we will unfortunately have to make a Charge of £50.00 for this service due to increase in license fees. Registrar Charges will be payable directly to the registrars. Please contact Crewe Registry Office on 01270 375138 for further information. Please bear in mind that a Notice of Marriage is valid for 24 months, so you will be unable to book the registrar more than 2 years in advance.

If you have not already done so, please feel free to contact us to arrange a show-round, where our Wedding Co-ordinator will be able to show you our facilities and answer any questions you may have.

Provisional bookings will be held for two weeks, unless we receive an alternative enquiry for your date whereupon you will be contacted. To confirm your booking, we request a non-refundable deposit of £500.00.

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Hotel Accommodation

The Best Western Manor House offers 57 en-suite bedrooms including the Bridal Suite and two Executive rooms, all decorated to a high standard and all offering colour television with satellite connection, direct dial telephone with modem point, trouser press and tea and coffee making facilities.

The Bridal Suite is, of course, complimentary inclusive of English or Continental breakfast, to the Bride & Groom on your wedding night in the terms already mentioned.

For a supplement of £20.00, a bottle of Duval Leroy Champagne will be put on ice in your Bridal Suite at a time of your choosing.

Additional Guests

We offer a discounted accommodation rate of £37.50 per person, inclusive of English or Continental breakfast to those staying with the wedding party.

All accommodation is subject to availability, so please make sure you book any rooms you may require well in advance.

Check in time is from 2.30pm onwards. If you require an early check in, please notify us well in advance. While we cannot guarantee this, we will try our utmost to oblige.

Anniversary Offer

If you hold your Wedding Breakfast and Evening Reception at The Best Western Manor House Hotel, we would be delighted to welcome you back for a complimentary dinner for 2 on your first anniversary, or nearest Friday or Saturday night if preferred, subject to availability. Please contact the Hotel to make your booking. There is a discounted accommodation offer of £25.00 per person, bed and breakfast, available should you wish to make this a truly special evening.

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BEST WESTERN Your Wedding Day

Once you have decided to hold your reception with us and the menus and drinks packages have all been chosen, the following services are included with our compliments:

- Bridal Suite for your wedding night, if holding your wedding breakfast and evening reception at the Hotel. (Minimum numbers apply)
- The services of our experienced Toastmaster on parties of 50 Adults or more – a charge of £250.00 is made on parties of less than 50
- Hire of the banqueting room in all months, other than those listed below, for the duration of your reception for parties of 50 Adults or more – there may be a room hire charge on parties of less than 50.
- Red Carpet on arrival
- Use of our cake stand
- An engraved cake knife to take away with you

During the months of May, June, July and August, on a Friday or Saturday there will be a Room Hire charge applied of £500.00, if your wedding breakfast numbers are less than 70 Adults and Evening Buffet less than 120 Adults.

Please note Buffet only Functions are subject to a room hire charge

Additional Services

We will be happy to offer advice with florists, photographers, cake makers and bridal dresses. The final decision, however, must be your own as we cannot accept any liability for businesses out of our direct control.

Entertainment

We will be happy to supply a disco for your evening entertainment. The cost for this service is currently £190.00, a direct charge made from the Disc Jockey to us. We can also assist with cabaret artists or a live band, if you wish. Alternatively, you are welcome to arrange your own entertainment.

Entertainment License

Our entertainment licence allows your evening function to finish at 12.30am, with the bar closing at midnight. A resident only bar is available for the rest of the night if you wish to carry on your celebrations.

Sunday Offer

We offer a 10% Discount on your Wedding Breakfast package price when holding both your Wedding Breakfast & Evening Reception on a Sunday.

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Menus & Drinks Packages

Menus

Listed below are a number of sample menus for your perusal. If you cannot find anything to suit, we will be happy to tailor something for your needs. All menu prices are inclusive of the drinks package listed after the menu samples.

Menu A @ £39.95 per person

Fanned Honeydew Melon
With Strawberries & wafers of Parma Ham

oo0oo

Creamed Leek & Potato Soup

oo0oo

Roast Local Turkey

With Stuffing & Cranberry Sauce

Seasonal Vegetables & Potatoes

oo0oo

Orange & Whisky Roulade

With Belgium Chocolate Sauce

oo0oo

Freshly Brewed Coffee

Menu B @ £41.50 per person

Prawn Cocktail

With Fresh Granary Bread

oo0oo

Roast Plum Tomato Soup with Basil

oo0oo

Supreme of Chicken

Filled with Asparagus, wrapped in bacon with Creamed Leek Sauce

Seasonal Vegetables & Potatoes

oo0oo

Lemon Tart with Orange Flavoured Sauce

oo0oo

Freshly Brewed Coffee

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Menu C @ £42.50 per person

*Smooth Chicken Liver & Brandy Pâté
With Red Onion Marmalade & Oatcakes*

oo0oo

Cream of Broccoli & Stilton Soup

oo0oo

Roast Loin of Pork

*With Pork and Apricot Stuffing
& Bramley Apple Sauce*

Seasonal Vegetables & Potatoes

oo0oo

Vanilla Cheesecake with mixed Fruit

Compote

oo0oo

Freshly Brewed Coffee

Menu E @ £44.50 per person

*Shaved Parma Ham with Beef Tomato
& Buffalo Mozzarella with Wild Rocket Salad*

oo0oo

Seasonal Vegetable Soup

Served with Croutons

oo0oo

*Roast Sirloin of Beef served with
Yorkshire Pudding & Roast Gravy*

Seasonal Vegetables & Potatoes

oo0oo

Raspberry Brulee with Shortbread Biscuit

oo0oo

Freshly Brewed Coffee

Menu D @ £43.50 per person

*Prawn & Salmon Timbale
Bound with a Marie Rose Sauce*

oo0oo

Carrot & Lentil Soup

With Coriander

oo0oo

Roast Leg of Lamb

With Rosemary & Redcurrant Sauce

Seasonal Vegetables & Potatoes

oo0oo

Profiteroles filled with Cream & served with a

Warm Chocolate Sauce

oo0oo

Freshly Brewed Coffee

Menu F @ £45.50 per person

*Smoked Salmon Cornets filled with Creamed
Cheese & Chives*

oo0oo

Champagne Sorbet

oo0oo

*Seared Medallions of Beef with a
Bourguignon Sauce*

Seasonal Vegetables & Potatoes

oo0oo

*Chocolate Truffle Torte with Belgium Chocolate Sauce
& Fresh Cream*

oo0oo

Freshly Brewed Coffee

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Dietary Requirements

Please notify us of any dietary requirements you may require. Listed below are just 4 examples of a Vegetarian Main Course.

Filo Purse with Stir Fried Vegetables, served with a Tomato & Basil Sauce

oo0oo

Braised Leek & Mushroom Suet Pudding with Vegetable & Stout Gravy

oo0oo

Tagliatelli Pasta, Sun Blushed Tomato & Wild Mushroom Creamed Cheese & Herb Sauce

oo0oo

Hazelnut Roast with Puy Lentil Ragout & Fresh Tomato & Basil Sauce

Evening Reception

A choice of finger buffets is available to choose from for the evening reception:

Option A @ £13.50 per person

Assorted Sandwiches

Chicken Drumsticks

Cheese & Tomato Pizza Fingers

Sausage Rolls

Thyme & Garlic Roasted New Potatoes

Staffordshire Oatcakes with Cheese

Option B @ £14.50 per person

Assorted Open & Closed Sandwiches

Cajun Chicken Drumsticks

Mini Onion Bhajis

Mini Pork Pies

French Bread Pizza

Cheese & Bacon Staffordshire Oatcakes

Potato Wedges

Option C @ £17.50 per person

Sliced Turkey, Ham & Beef

Salmon & Seafood Platter

Vegetable Samosas

Skewered Chicken Tikka

Tomato & Mozzarella

Pasta Salad

Potato & Chive

Coleslaw

Mixed Green Salad

Minted New Potatoes

Assorted Bread

A choice of desserts can be added at an additional cost of £2.50 per person

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Canapés

A choice of Canapés can be offered, priced at £3.95 per person:

Cream Cheese & Chive
Pate & Onion Marmalade
Smoked Salmon & Creamed Cheese
Parma Ham with Asparagus

Tapas

Goats Cheese & Onion
Courgette, Tomato & Pesto
Chorizo, Tomato & Bean

Crolines

Mushroom & Vegetable
Stilton & Apple

Drinks Packages

All of the above wedding breakfast menus are inclusive of our standard drinks package. This includes:

- Bucks Fizz made with Sparkling Wine, or Pimms on Arrival (choice of 1)
- 2 Glasses of Red or White House Wine served during the Wedding Breakfast
- Sparkling Wine Toast

Alternative Drinks Packages:

We can offer alternative packages should you wish. Please ask our Wedding Co-Ordinator for further details.

Please Note: All prices listed in this brochure are correct at the time of printing, and are inclusive of VAT at the current rate. This is subject to change without notice.

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MANOR HOUSE (ALSAGER) LIMITED
T/a The Best Western Manor House Hotel

TERMS AND CONDITIONS OF BUSINESS
FOR WEDDINGS AND FUNCTIONS

1 **The Best Western Manor House Hotel**, Audley Road, Alsager, Cheshire, ST7 2QQ is part of the Compass Hotels Ltd Group. In this document, “Company” means Manor House (Alsager) Ltd; “Hotel” means The Best Western Manor House Hotel, Alsager, “You” means the client and “Event” means the wedding, function, party or gathering to be held at the hotel.

The following are the Terms and Conditions of Business of the Company which need to be agreed and signed by You and returned to the Hotel General Manager.

2 **Bookings:**

A provisional booking will be held for 14 days, but puts neither You nor the Hotel under any obligation. The Hotel will release the booking unless You confirm in writing within 14 days. A non-returnable deposit of £500.00 will be treated by the Hotel as confirmation of your booking, together with your letter of confirmation and a signed copy of these terms and conditions. Payment of the deposit denotes your acceptance of the terms and conditions of booking in the event that these are not signed and returned to the Hotel.

3 **Prices:**

Bookings taken for the following calendar year or 8 months in advance, may be subject to price increases from those stated in this brochure. All prices will be quoted inclusive of V.A.T at the current rate, which may be subject to Government change without prior notice. Changes in duty on alcoholic beverages may occur between the time of booking and the date of the Event. We reserve the right to pass on duty increases and VAT increases as they occur.

4 **Number of guests:**

An indication of numbers attending the Event(s) will be required at the time of booking. These numbers should be confirmed or amended by you, in writing, 12 weeks prior to the Event to enable the second deposit to be calculated.

Four weeks prior to the Event, You should advise final numbers. On this occasion You may reduce the numbers advised at 12 weeks prior to the Event by up to 15% without penalty. A reduction in numbers over 15% will be charged at 25% of the agreed value per person.

On the day of the Event, the total number attending or the numbers confirmed to attend at 4 weeks prior, which ever is the greater, will be the number charged.

5 **Deposit Requests/Payment:**

5.1 Six calendar months prior to the date of the Event, a further £500.00 deposit will be required. This sum is non-returnable.

5.2 12 weeks prior to the date of the Event, 50% of the remaining anticipated full value of the event(s) will be payable. The outstanding balance will be payable in full 4 weeks prior to the Event taking place. Please make note of clause 6.2 with reference to cancellation by the hotel.

5.3 Any additional business during the Event, not previously paid for, must be settled prior to departure.

6 **Cancellation:**

6.1 If You cancel the Event(s), the following scale of cancellation charges will apply:

- | | |
|---|------------------------------------|
| ▪ Within 12 weeks of the date of the Event(s) | 60% of the anticipated full value |
| ▪ Within 8 weeks of the date of the Event(s) | 75% of the anticipated full value |
| ▪ Within 4 weeks of the date of the Event(s) | 100% of the anticipated full value |

The cancellation date will be the date the written notification of cancellation arrives at the Hotel.

In every case the Hotel will try to re-let the accommodation and, if successful, any income received from the re-let will be fully deducted from the cancellation charge. If re-letting of the accommodation does not fully cover the cancellation charge, an account for the remaining amount will be sent immediately after the scheduled day of the Event.

6.2 Cancellation by the Hotel:

The Hotel may cancel the booking at any time and without any obligation to You in any of the following circumstances:

- If the Hotel or any part of the Hotel is closed due to circumstances beyond the Hotel’s control;
- If You become bankrupt or insolvent or enter into liquidation or have an administrator or receiver appointed over all or a substantial part of your assets;
- If You fail to meet the deposit requirements for the reservation;
- If the Company or the Hotel in its sole discretion believes the booked event, or You, might prejudice the reputation of the Hotel.

- If the Hotel is sold or ceases to be operated by Manor House (Alsager) Ltd or Compass Hotels Ltd.

If the hotel cancels the booking, a full refund of any monies paid in respect of the Event(s) will be given, issued in the form of a cheque through the Company registered office.

6.3 Any disputed item or price contained in an invoice must be raised in writing with the Hotel within 7 days of receipt of the invoice. Disputed items will be dealt with separately from the remainder of the monies due, which must still be paid when due.

7 Use of the Hotel:

7.1 The costs of repairing any damage You or your guests have caused to the property, furnishings or equipment will be charged to You as the client organising and paying for the Event(s).

7.2 The hotel cannot accept responsibility for loss of, or damage to, guests' property however caused.

7.3 Licensing and Statutory Control –

Please remember that You, as well as the Hotel, are subject to statutory controls including those related to fire, licensing and entertainment, which must be strictly observed.

7.4 The Hotel reserves the right to approve any externally arranged entertainment, services or activities that You have arranged and cannot be held liable for any resultant costs. Any such costs will be added to the client's account.

7.5 No wines, spirits or foods brought into the Hotel may be consumed without prior written consent of the Hotel General Manager.

8 As defined above, it is agreed that You are the client who will settle the account and not acting on behalf of a third party.

9 These terms and the agreement shall be governed by and construed in accordance with English law.

Signed: _____

Print Name: _____

Position: _____

Company: _____

Date: _____

Date of function: _____

- 1 copy to be signed and kept for the Client's files
- 1 copy to be signed and returned for the attention of The General Manager, Best Western Manor House Hotel, Alsager, ST7 2QQ

10/09

Manor House (Alsager) Ltd T/a Best Western Manor House Hotel, Registered number 1807725

Registered Office:

1st Floor, Suite 2, Tollgate House, 69 – 71 High Street, Harpenden, Hertfordshire, AL5 2SL

MANOR HOUSE HOTEL

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To Jo & Stacey and all the staff at the Manor House

Just a quick note of thanks to show our appreciation for all your hard work enabling the best day of our loves to come true. Hope that behind the scenes was as smooth for you as the day was enjoyable for ourselves.

**Best wishes for the future &
Many thanks once again
(The now) Mr & Mrs Bloor (16/4/10)**

To Jo and all the Staff
Thank you for making our wedding day such a special day for us, everything went perfectly. Thanks to everyone there on the day especially Stacey & Gill who could not do enough for us all day. And as for Frank well he is one of a kind, all the guests said that they have never been to a wedding with a toastmaster before and that every wedding should have a "Frank". You all do such a wonderful job and we will recommend all our family and friends to stay at the Hotel and for functions. Thank you all so much
Love
Stacey & John Gibson – (29/5/10)

To Jo, Stacey & Jayne and the team at the Manor House

Just like to say a Very Big Thank you to you all for making it such a wonderful day for both of us.

We had such a fantastic time, which was all down to you.

We will never forget it; we cherish all the memories forever.

Thank you so much!

Love John & Tracy Murphy
(20/3/10)

Hi Joanne

We would just like to thank you and all the staff for making our day run so smoothly.

We had a wonderful day and all the staff were excellent especially Stacey who really looked after us very well, she was great.

Thanks again for a wonderful day.

Jane and William (27/2/10)

Dear Joanne

Just a little card from me to thank you and your team at the Manor House for the excellent way you organised my 70th Birthday on the 30th December.

The food was beautifully cooked and presented, your staff very friendly and professional.

All of us who stayed overnight said how lovely our rooms were and to have such a scrumptious breakfast the next morning was the icing on the cake.

So thank you Joanne from all the Mountford family and friends for making my party so memorable.

Best Wishes

Cath Mountford – 30/12/09

To Stacey and all the staff at the Best Western Manor House

Thank you for making our day so special, and calming me down and making me eat before I passed out. The day went with no problems and that's down to you,

**So thank you
All our Love
Jo & Rich (3/6/10)**

To Jo and everyone else at the Manor House
Thank you for hosting a brilliant wedding.

We had an amazing time and everything was perfect.
Thanks again Phil & Jayne Davis
(22/5/10)

To everyone at the Manor House
Thank you for all the time and effort into making our wedding so special.

The Hughes Family
(27/3/10)

The Reception

BEST WESTERN

When the Ceremony is over and you are Husband and Wife, you will then be able to relax and enjoy your reception with your guests! You may wish to have a formal or informal reception, either way it is a good idea to have a receiving line. This ensures you and both of your families have the chance to speak to all of your guests. The usual receiving line order is as follows:

The Brides Parents

The Grooms Parents

The Bridesmaid

The Best Man

The Bride and Groom

For the reception, there is normally a Top Table for members of the Wedding Party, who sit along side one side of a long table facing the guests, ensuring that all of your guests can view the top table. Bridesmaids, Pageboys and Ushers usually sit at the tables closest to the Top Table. The Bride & Groom sit in the middle of the Top Table with the Bridegroom on the right of his Bride. Your guests will sit on round tables, made up of usually 8 guests (this is just an average). It is a good idea to place seating cards on the tables so that all the guests know where they are sitting, alternating male and female. Do this in a way that allows each person to be near someone they know, but also give them an opportunity to meet new people.

Suggested Top Table:

<i>Bridesmaid</i>	<i>Grooms Father</i>	<i>Brides Mother</i>	<i>Groom</i>	<i>Bride</i>	<i>Brides Father</i>	<i>Grooms Mother</i>	<i>Best Man</i>
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Toasts and Speeches:

These normally take place at the end of the Wedding Breakfast, in the following order:

The Brides Father will Toast "To the Bride and Groom"

The Bridegroom will respond to the first toast, usually to his beautiful wife and thanking both the bride's and his own parents, he thanks the Best Man and the Bridesmaids and will toast 'The Bridesmaids'

The Final toast is made by the Best Man, who responds for the bridesmaids, he may read out any special greeting cards and tell some anecdotes about the Groom!

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BEST WESTERN

Who Organises.....

Chief Bridesmaid

Assists Bride in planning of wedding
Helps choose wedding dress & bridesmaids' outfits
Arranges Hen Night
Help Bride get ready on the day
Lifts Brides veil and holds bouquet on the wedding day
Will be on hand all day to assist the Bride

Bride

Decide on her Bridesmaids
Choose her Wedding Gown
Order Flowers
Make a 'gift list'
Pick Hymns/songs
Make arrangements for hair/makeup etc

Groom

Book Church/Registrar & Venue
Decide on his Best Man & Ushers
Arrange Honeymoon
Wedding Rings
Flowers/Gifts for Bride, Both Mothers, Bridesmaids & Best Man
Write a Speech!!

Bride's Mother

Help the Bride to arrange clothes and dress on the day
Looks after the Brides Flowers during the day
Hand out portioned wedding cake at the Reception

Bride's Father

Order the Suits
Make travel arrangements for the Bridal Party
Organise the family Buttonholes
Write a Speech!

Best Man

Plan a Stag Party
Look after the Wedding Rings
Make travel arrangements from the Church
Return Suits
Write a Speech!

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Wedding Traditions

Something old, new, borrowed and blue

The full wording of this popular bridal attire rhyme, which dates back to the Victorian times, is 'something old, something new, something borrowed, something blue and a silver sixpence in your shoe'.

Something old refers to wearing something that represents a link with the bride's family and her old life.

Something new represents good fortune and success in the bride's new life.

Something borrowed, which has already been worn by a happy bride at her wedding, is meant to bring good luck to the marriage.

Something blue dates back to biblical times when the colour blue was considered to represent purity and fidelity.

Silver sixpence in your shoe; placing a silver sixpence in the bride's left shoe is a symbol of wealth. This is not just to bring the bride financial wealth but also wealth and happiness and joy throughout her married life.

The Dress

Most brides marry today in white which symbolises maidenhood. A tradition started by the rich in the sixteenth century. The tradition was given a boost by Queen Victoria who chose to marry in white instead of silver which was the traditional colour of Royal brides.

The Veil

Traditionally, brides have been thought to be particularly vulnerable to evil spirits and many of the customs and traditions associated with weddings are to provide protection. The veil was originally worn by Roman brides. It was thought that it would disguise the bride and therefore outwit malevolent spirits.

Why the Bride stands on the left

During the marriage ceremony, the bride stands on the left and the groom on the right. The origin of this goes back to the days when a groom would capture his bride by kidnapping her. If the groom had to fight off other men who also wanted her as their bride, he would hold his bride to be with his left hand allowing his right hand to be free to use his sword.

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Wedding Traditions

Bouquet

After the reception the bride throws her bouquet back over her shoulder where the unmarried female guests group together. Tradition holds that the one who catches the bouquet will be the next one of those present to marry.

The Wedding Cake

Cutting the Wedding cake is now part of the ritual celebrations at the reception. The couple make the first cut together to symbolise their shared future.

The shape of the modern three tiered iced cake is believed to have been inspired by the spire of Saint Bride's Church in the City of London. It is said that unmarried guests who place a piece of wedding cake under their pillow before sleeping will increase their prospects of finding a partner and bridesmaids who do likewise will dream of their future husbands.

The top tier of the cake is often kept by couples for the christening of their first child.

Wedding Favours

The tradition of giving your guests something to remember the day by in the form of favours has been around for hundred of years. Today, the tradition has evolved to giving each guest five sugar coated almonds to symbolise health, wealth, fertility, happiness and long-life.

Confetti

Believing that newly weds brought good luck; they were showered with nuts and grains to ensure a bountiful harvest. This has now become the throwing of the confetti.

The Honeymoon

Centuries ago, it was customary for the Bride and Bridegroom to drink wine made from honey for a month after the wedding. A month was known as "moon" – consequently it was called honeymoon.

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Wedding Day Planner

Successful weddings need a lot of good planning and organisation, so with this in mind we have created a simple checklist which you can refer to in the countdown to your Big Day!

The Wedding Countdown

Once you have decided on the date and booked the venue for your wedding it is important to begin the arrangements in plenty of time.

12 Months...

Decide on Bestman, bridesmaids, and ushers etc Arrange appointment with wedding planner at Hotel to discuss

Book Florist

Book Photographer and Videographer

Order your Wedding cake

Find out about local Wedding Shows and plan visits

Start thinking about your ideas/themes and colour schemes for

Your reception and catering plans

Create a file and keep all receipts, ideas, pictures to help your planning

Book Stationary provider

Book Transport (if required between ceremony and reception)

Book Honeymoon and apply for passports

Book evening entertainment

6 Months...

Choose Wedding Dress

Choose Bridesmaids dresses

Draw up guest list

Choose wedding rings

Decide if you are having favours and order them

Choose Music and readings

Design on Invitation Designs and other stationary

Draw up wedding Gift list

Re-confirm details with Photographer, car hire etc

4 Months....

Send out invitations

3 Months...

Discuss menus, table decorations etc

Discuss Flowers with florist

Book Hairdresser and make up artist if required

4 Weeks...

Confirm final number with Hotel for wedding breakfast & evening function

Confirm details with florist

Buy thank you gifts for attendants

Check Photographer/Videographer etc

Check Transport

Finalise arrangements with entertainers

2 Weeks to go

Draw up seating list for Hotel/ write place cards

Pick up wedding rings

Provide list of music required for evening reception

1 Week to go

Double check all arrangements/ Hold wedding rehearsal

Start packing for honeymoon

Go over wedding timetable with attendants

The Day before

Have a manicure, false tan and any other pampering treatments

relax and have an early night

YOUR WEDDING DAY!!!

Relax and remain calm

Enjoy every minute!!

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