



College Green, Bristol, BS1 5TA  
0117 925 5100

## *Special Wedding Package 2012*

### *Congratulations on your Engagement, From the General Manager, and all at the Bristol Marriott Royal Hotel*

*Planning a Wedding can be time-consuming and, at times, stressful. At The Bristol Marriott Royal we endeavour to take away as much of the pressure as possible for the planning of your Wedding celebrations at the hotel*

*You are invited to meet Sue Sullivan our experienced Wedding Coordinator for an initial consultation and to view the hotels function rooms, accommodation and facilities. At this stage in planning your celebration, the Wedding Coordinator will discuss the specific details of your forthcoming Wedding and from this, can devise the perfect day for you.*

*Throughout the run up to your wedding day, our Wedding Coordinator is on hand to answer any of your queries relating to the venue and your wedding celebrations.*

*Your Wedding coordinator will ensure your booking is secured once the contract and deposit has been received. They will ensure your guest and bridal accommodation is booked as per your instructions, invite you to your menu tasting approximately 10 to 12 weeks prior to your Wedding Day and meet with you to see the set up of another wedding should you wish.*

*Your Wedding Coordinator will meet with you approximately 6 to 8 weeks prior to the Wedding date to go through the final details. At this meeting every detail is taken relating to your Wedding Day, which include; a time line and running order of your day, menu and beverage requirements, entertainment, room set up, table decorations, flowers, the cake and accommodation. From this information a pro forma invoice is raised and sent to you. This is required to be settled in full four weeks prior to the wedding.*

*Two weeks prior to your Wedding Day you are invited to a meeting in which you are introduced to the Banqueting Manager, who will be your dedicated associate for the day of your Wedding. They will ensure your guests know where to go on the day and they will do any toastmaster announcing, such as grace and speeches, should you wish. The Banqueting Team will also set up the room and tables as per your instructions prior to the event and will act as a point of contact for any of your suppliers (cake caterers, florists or photographer).*

## Civil Ceremonies

Should you wish to hold your Civil Ceremony here at the Bristol Marriott Royal Hotel, we have several function rooms available for you, each with just the right level of formality and sense of occasion for a truly memorable ceremony.

Room hire charges to hold your Wedding Ceremony at the hotel are as follows:

<i>Lancaster Suite (maximum 90)</i>	<b>£550.00</b>
<i>Hanover Suite (maximum 12)</i>	<b>£200.00</b>
<i>Merchant Suite 1 (maximum 70)</i>	<b>£400.00</b>
<i>Merchant Suite 5 (maximum 70)</i>	<b>£400.00</b>
<i>Kings Lounge (maximum 90)</i>	<b>£550.00</b>
<i>Palm Court Restaurant (maximum 100)</i>	<b>£1,250.00</b>

Once you have made your provisional booking with the hotel, arrangements must be made with the Registry Office. The charges incurred for the notices and ceremony itself must be paid direct to the Registry Office.

### **Charges levied by the Registry Office (these are approximate and for guidance only)**

*Notice Fee: £30.00*

*Plus Registrar to officiate:*

*Monday to Friday* £200.00

*Saturday* £350.00

*Sunday* £350.00

*Bank holiday* £350.00

**By law, marriages can only take place between 8.00 am and 6.00pm, with Palm Court Restaurant available until 17.00pm**

**Bristol Marriott Royal Hotel**  
**Special Wedding Package**  
**£5250.00**

**80 Guests - Day & Evening**

Arrival Bucks Fizz Reception

3 Course Wedding Breakfast

Glass of wine with Meal

Glass of Sparkling Wine to Toast the Special Couple

Disco Entertainment

Complimentary Suite for the Bride and Groom

*If any Extra Guests are attending your Special Day they will be charged at £60.00 per adult*

**Included in the Special Wedding Package:**

- An experienced Wedding coordinator dedicated to all of your wedding venue planning
- Complimentary junior suite for Bride & Groom on the night of your wedding.
- Complimentary wedding breakfast menu tasting for the Bride & Groom
- Red carpet and champagne greeting for the Bride & Groom on arrival
- Banqueting Manager to act as Toastmaster
- Cake stand and knife
- Table decorations- mirrors, tea lights

### **Starters**

Chicken Liver Pate, Red Onion Marmalade, Ciabatta Crouton

Boccacini Mozzarella & Cherry Tomato Salad, Balsamic Glaze

Potato and Leek Soup with Crème Fraiche

Tomato and Basil Soup, Garlic Croutons

### **Main Course**

Char-Grilled Breast of Chicken, Mashed Potatoes, Mange Tout, Madeira Sauce

Grilled Pork Loin Steak with Apple Mash, Savoy Cabbage, Bacon and Cider Cream

Steamed Fillet of Salmon, Crushed New Potatoes  
Braised Baby Fennel, Chardonnay and Herb Veloute

### **Vegetarian Main Course**

Baked Somerset Brie and Broccoli Pitivier, Provençal Sauce

Roasted Butternut Squash, Goats Cheese and Red Onion Lasagne

### **Dessert**

Vanilla Crème Brulee, Shortbread Biscuit

Rich Chocolate Tart, Crème Anglaise

Fresh Fruit Pavlova, Passion Fruit Coulis

### **Additional Options**

Chefs West Country Cheese Taster Platter  
(based on 10 people)

**£60.00 per platter**

## **Wedding Breakfast Children's Menus**

### **Starter**

Potato Skins with Cheddar Cheese

Tomato & Basil Soup

Garlic Bread

### **Main**

Pasta and Meatballs in Tomato sauce, topped with cheese

Pork Sausages with Fries and Tomato Sauce

Grilled Chicken Breast, Mashed Potatoes and Vegetables

Fish Goujons, peas and new potatoes

Pasta with Roasted Vegetables and Tomato Sauce topped with Cheese

### **Dessert**

Ice Cream with Choc Chip Muffin and Chocolate Sauce

Fresh Fruit Sundae

Selection of Ice Cream

Three Courses £14.95 - under 3yrs free

*A sample selection of the wines available to help you celebrate  
your special day*

**White Wines**

Cullinan View Chenin Blanc, South Africa 2008/9 £23.50

Montemarino Pinot Grigio - Veneto, Italy 2008/9 £23.75

Cuvee Alexandre Blanc - France £19.00

Errazuriz Sauvignon Blanc - Chile 2010/11 £28.50

La Campagne Viognier - VdP d'Oc, France 2009/10 £24.50

**Red Wines**

Cuvee Alexandre Rouge - France £19.00

Mill Cellars Shiraz - SE Australia 2009/10 £24.00

Errazuriz Merlot - Curicó Valley, Chile 2009/10 £28.50

Munro Pinot Noir - Italy 2009/10 £23.50

Raimat Tempranillo - Spain 2007/08 £29.00

**Rose**

Montemarino Pinot Grigio Rosé - Veneto, Italy 2009/10 £24.00

### **Sparkling Wine**

Griffith Park Chardonnay/Pinot Noir - SE Australia £38.00

Griffith Park Chardonnay/Pinot Noir Rose - SE Australia £38.00

### **Champagne**

Moet & Chandon Brut Imperial NV £78.00

Piper-Heidsieck Brut NV £56.00

## **Accommodation**

As part of the Wedding Package the Bride and Groom receive a complimentary Bed & Breakfast stay on the wedding night. Should you wish to upgrade your Bridal Suite we have a luxurious Four Poster Suite with a corner sunken bath with hydro jets and a 4 poster canopy bed, the upgrade charge is £95.00.

If you wish to upgrade to our presidential suite, the upgrade charge is £120.00. All suites are subject to availability.

Should your guests wish to stay at the Hotel overnight after your function, specially reduced accommodation rates are available on an allocation of 20 bedrooms. This number can be increased, subject to availability by your Wedding Coordinator. As a guide, prices for this accommodation are;

### **Rates - Guide price**

*1 night Bed & Breakfast Single/Double Occupancy £105.00 (on a Friday)*

*1 night Bed & Breakfast Single/Double Occupancy £120.00 (on a Saturday)*

*1 night Bed & Breakfast Single/ Double Occupancy £90.00 (on a Sunday)*

**These prices are per room, per night based on 2 people sharing**

**Check In from 4pm, Check out by 12pm**

## Wedding Preparation Check List

### Attire

- Wedding dress
- Lingerie
- Bridal tiara & veil
- Bride's shoes
- Garter
- Hair and make up
- Grooms suit
- Grooms shoes
- Best man's suit
- Best man shoes
- Usher suit and shoes
- Bridesmaids dresses
- Bridesmaids shoes
- Bridesmaids accessories
- Videographer
- Bridesmaid's gifts

### Stationary

- Ushers gifts
- Save the date cards
- Invitations
- Order of service
- Menus
- Table plan
- Place cards
- Thank you cards
- Honeymoon
- Something old

### Cake

- Something borrowed
- Caterer
- Flowers/cake top
- Guest book

### Ceremony and Reception

- Church/ceremony venue
- Reception venue
- Evening reception venue

### Decorations

- Ceremony decorations
- Table centre pieces
- Buttonholes
- Ceremony flowers
- Centrepieces
- Balloons
- Chair covers

### Gifts

- Best man gift
- Parents gifts
- Wedding favours

### Florals

- Brides bouquet
- Bridesmaid bouquet
- Corsages

- Long and low

- Cake flowers
- Gift bouquets

### Photography

- Photographer

### Music

- Choir/CD's- ceremony
- Band/DJ
- First dance song

### Other

#### Cars

- Toastmaster
- Wedding car
- Honeymoon transport

- Something new

- Something blue
- Wedding rings

Terms & Conditions: City Centre Hotels  
MARRIOTT HOTELS LIMITED ("Company")  
CITY CENTRE HOTELS

**Terms and Conditions of Trading for Group Accommodation, Conferences, Functions & Events**

These Conditions apply to all Contracts for the provision of goods and services for group accommodation, conferences, functions and other events to the exclusion of all other terms and conditions, including any which the Client may purport to apply or which may appear in any promotional literature. **Please read these Conditions carefully in order to avoid any misunderstandings regarding the terms on which reservations are accepted.**

In these Conditions, terms used with an upper case initial letter have special defined meanings. Some of these are listed in **Clause 18**. Others are defined when they are first used.

**1. Confirmations and Guest Numbers**

1.1 All bookings are provisional until the relevant Contract (signed by the Client) is countersigned on behalf of the Hotel and dated. The Hotel will provide to the Client a copy of the Contract once countersigned on behalf of the Hotel.

1.2 The Contract shall specify the anticipated number of guests for the Event, the agreed minimum number of guests for the Event (the "Contract Minimum") and the maximum number of guests permissible for the function room(s) reserved for the Event.

1.3 The Client must inform the Hotel of the number of guests it wishes to be catered for at the Event (the "Final Number") at least 3 Working Days before the Event. This Final number will override the anticipated number specified but will not affect the Contract Minimum.

1.4 The Contract Minimum represents the minimum number of guests the Client guarantees will attend at the Event and the Company has calculated its charges on this basis. The amount payable by the Client will therefore be calculated according to the highest of (a) the Contract Minimum (b) the Final Number or (c) the number who actually attend the Event.

**2. Payment**

**2.1 Payment**

All accounts incurred will be invoiced. Payment is due for all credit accounts on presentation of invoice. Any queries should not delay immediate payment of the outstanding balance. Queries should be referred to the Hotel within 7 days of the receipt of invoice. No allowance or refund can be made for meals and other elements not taken within the agreed package rate. Payment must be made in Pounds Sterling (UK) payable to the Hotel.

**2.2 Deposits**

The Client must pay the deposit payment(s) specified in the Contract under Billing Instructions. Should the Client fail to pay any such deposit within 7 days of the due date, the Company may treat the Booking as having been cancelled by the Client and:

2.1.1 The Company may set-off any cancellation fees which become payable against the deposit;

2.1.2 If the deposit held by the Company is greater than the amount of any cancellation fees payable, then the balance shall be refundable to the Client.

**2.3 Credit**

Credit facilities within the Company may be obtained on application to the Hotel (subject to the agreement of the Hotel). Credit facilities must be finalised at least 2 weeks prior to the Event. All amounts incurred against an agreed credit facility will be invoiced immediately after the Event. The Client shall pay all invoices on presentation of the invoice.

**2.4 Interest**

When credit facilities are granted and when payment is not received within the stated terms, we reserve the right to charge an appropriate rate of interest (3% above base rate) or make a collection charge. All such agreed credit accounts must not exceed their credit limit at any time.

**2.5 Extras**

The Client shall pay the Hotel for any food and beverages or other goods and/or services not provided for in the Contract or otherwise in correspondence but made available upon request of the Client on the day of the Event.

**2.6 Price Variations**

In the event of circumstances beyond the Company's control (including, but not limited to, increases in the standard rate of VAT), the Company reserves the right to vary the prices specified in the Contract to an extent which reflects such circumstances.

**3. Cancellation by Client**

3.1 If the Client wishes to cancel a Booking or cancel the reservation of some or all bedrooms reserved either as a block booking or in conjunction with an Event, such cancellations must be advised to the Hotel in the first instance verbally, followed by written notice of cancellation. Cancellation shall be effective, final and binding on the Working Day on which the Hotel receives written notice of cancellation (the "Cancellation Date"). Any notice of cancellation received out of the hours of 9.00am and 5.00pm shall be deemed made on the next Working Day. Any postponement of any Event shall be considered as a cancellation under this Clause 3.

3.2 If the Client cancels a Booking, the Company will charge a cancellation fee. This cancellation fee shall be a percentage of the charges payable in respect of the Contract Minimum (and, if any separate charge is payable in respect of room hire, of such room hire charge), according to the number of clear days (that is not counting the Cancellation Date and the day of the Event) between the Cancellation Date and the date of the Event (the "Cancellation Notice"), as set out below. If the Event is cancelled less than 3 Working Days before the Event, the Hotel is entitled to charge according to the Final Number, if higher than the Contract Minimum.

#### Cancellation Notice (Events) Fee

Over 133 days 10%  
133-91 days 25%  
90 days -30 days 50%  
29 days-8 days 80%  
7 days or less 98%

3.3 Where any bedrooms are reserved either as a block booking **or** in conjunction with an Event, such bedrooms:

3.3.1 Are block booked and reserved exclusively to the Client and accordingly will not be released unless notice of cancellation of such reservation in respect of the relevant bedrooms is given in accordance with Clause 3.1. The cancellation fees set out in Clause 3.4 will if applicable then apply.

3.2 will (unless cancelled as provided above) be charged at the room rate specified in the Contract (or, if no separate room rate is specified in the Contract, at the standard room rate) for all nights booked even if any guests do not stay for all nights so booked (including by reason of early departure).

3.4 For block bedroom bookings of 5 or more rooms on any one night, cancellation of some or all bedrooms reserved either as a block booking **or** in conjunction with an Event will incur a cancellation fee. This cancellation fee shall be a percentage of the charges payable in respect of the bedrooms cancelled (or, if no separate room rate is specified in the Contract, of the standard room rate) according to the Cancellation Notice, as set out below:

#### Cancellation Notice (Bedrooms) Fee

Over 90 days 10%  
90-61 days 25%  
60 days -30 days 40%  
29 - 10 days 60%  
9 - 3 days 80%  
2 days - night of 98%

3.5 The cancellation fees payable under this Clause 3 are a genuine pre-estimate of the loss the Company will incur arising out of a cancellation; the actual losses incurred by the Company may be greater or less than these cancellation fees; the cancellation fees are payable whether or not the Hotel is able to find alternative business in respect of the cancelled Event and/or bedrooms.

3.6 In addition to the cancellation fees due under Clauses 3.2 or 3.4, the Client must reimburse the Hotel (on an indemnity basis) for any

All information contained herein was correct at time of going to press. May 2005.

expenditure incurred in respect of any cancelled Booking including (but not limited to) any costs, charges or penalties as a result of having to make consequential cancellation of its own arrangements with third parties in relation to the Event.

3.7 The Company may invoice the Client for any cancellation fees payable at any time after the cancellation. The Client shall pay such invoice on presentation of invoice.

#### **4. Cancellation by Company**

4.1 The Hotel may cancel the Booking:

4.1.1 If the Booking might prejudice the reputation of the Hotel;

4.1.2 under Clause 2.1

4.1.3 if the Hotel becomes aware of any deterioration in the Client's financial situation such that the Company reasonably considers the Client may not be able to fulfill its material obligations under the Contract.

4.2 The Company may charge the cancellation fees provided in Clause 3 in the event of any cancellation under this Clause 4.

#### **5. Changes by Company**

The Hotel reserves the right without prior notice to change the Client's assigned function room for one of equal suitability if the Hotel has reasonable commercial or operational reasons for so doing (including, but not limited to, the carrying out of works on the relevant room or such room being otherwise unavailable).

#### **6. outside Services**

The prior consent of the Hotel must be obtained for any entertainment or services contracted for the Event by the Client, all of which must comply with any statutory codes and regulations. It shall be the responsibility of the Client to ensure that, where applicable, Performing Rights Society forms and Phonographic Performance Limited forms are completed by any band or musicians employed by the Client.

#### **7. Etiquette**

7.1 The Hotel reserves the right to judge acceptable levels of noise or behavior of the Client, its guests, representatives or contractors (including, but not limited to, persons engaged by the Client to provide entertainment or other services). The Client must ensure compliance with the Hotel's direction as to noise or behavior.

7.2 The Hotel reserves the right generally:

7.2.1 To exclude or eject any person from the Event or the Hotel if it reasonably considers such person to be objectionable; and

7.2.2 to terminate the Contract and stop the Event without liability to any refund or compensation, if necessary to prevent or terminate unacceptable noise or behavior.

7.3 The Client shall indemnify the Company against all and any losses, costs, damages, liabilities, claims, demands and expenses suffered or incurred by the Company arising out of any exclusion, ejection, termination or stopping under Clause 7.2 or the circumstances giving rise thereto.

#### **8. Health & Safety**

The Client must fully comply (and ensure the full compliance of its sub-contractors, employees and guests) with the Hotel's Health & Safety policy, a copy of which is available on request from the Hotel.

#### **9. Corkage**

No wines, spirits, food or beverage may be brought into the Hotel or grounds by or on behalf of the Client or any guests for consumption on the Hotel premises unless the prior consent of the Hotel has been obtained, for which a charge will be made.

## **10. Licensing and Statutory Regulations**

The Client shall maintain free access to fire exits at all times and shall obtain the prior approval of the Hotel before using any special effects equipment on the Hotel premises. The Client shall submit for approval by the Hotel all table layouts for the Event. The Client shall observe the permitted hours for selling intoxicating liquors in the Hotel premises, as advised by the Hotel.

## **11. Punctuality**

The Event must start and finish at the times specified in the Contract. Changes to these times may not be possible unless previously agreed with the Hotel

## **12. Guests' Clothing and Personal Property**

The Company does not accept responsibility for the property of the Client or its guests. Cloakrooms are provided for the convenience of clients and guests but any goods deposited in the cloakrooms or left unattended on Hotel premises are deposited at the owner's risk and without any liability on the part of the Company.

## **13. Equipment Storage**

The Hotel will assist the Client, where reasonably possible, with the storage of equipment etc, however, the Company does not accept any liability for loss or damage to any item of equipment, furniture, stock or the like, left in storage.

## **14. Radio Communication Systems**

Where usage of any radio communication system handset is provided to the Client, the Client shall comply with all licensing conditions in relation thereto.

## **15 Liability of the Company**

15.1 Subject to Clause 15.4, the Company shall not be liable, whether in contract, tort (including negligence) or otherwise for any indirect, consequential or economic losses or loss of profits however arising.

15.2 In no event will the Company's liability for any loss or damage in contract or tort (including negligence) or howsoever otherwise arising, exceed the total amount paid by the Client for the Event.

15.3 The Company shall not be liable for any breach of the terms and conditions or delay or failure in providing services as a result of causes beyond its reasonable control including (but not limited to) fire, floods, strikes, delays in transportation, failure of services or inability to obtain any necessary information or consent from any authority.

15.4 The Company does not exclude or restrict its liability in respect of death or personal injury resulting from its negligence.

## **16. Damage**

The Client shall be responsible to the Company for any damage caused to the allocated rooms or the furnishings, utensils and equipment therein or to the Hotel generally by any act, default or neglect of the Client or any sub-contractor, employee or guest of the Client and shall pay to the Company on demand the amount required to make good or remedy any such damage.

## **17. General**

### **17.1 Agents**

Should the Client contract with the Hotel through an agent, the agent acts in that capacity for the Client, and not the Company. The Client accepts full responsibility for the payment of the Hotel's account.

### **17.2 Governing Law**

The Contract shall be governed by and construed in all respects in accordance with the laws of England. The Contract does not affect any rights which the Client may have under the Hotel Proprietors Act 1956 where that Act applies.

### **17.3 Time is of the Essence**

For all payment obligations under these Conditions, time shall be of the essence.

### **17.4 Assignment**

The Contract shall not be assignable by the Client, but may be assigned by the Company

## **18 Definitions**

18.1 "Booking" means a booking under a Contract

18.2 "Client" means the person, firm or company responsible for commissioning and payment of the Event.

18.3 "Contract" means the written agreement between the Hotel and the Client for a specific booking or series of bookings

18.4 "Event" means the event or function specified in the Contract

18.5 "Hotel" means the property(ies) for which this Contract has been agreed and/or as appropriate under the Marriott Hotels Limited, Registered Office: 7 Albemarle Street, London, W1S4HQ.

18.6 "Working Day" means Monday to Friday excluding bank holidays and other public holidays.