



DARTMOOR LODGE

HOTEL.RESTAURANT.BAR

Dartmoor Lodge Hotel
Peartree Cross Ashburton TQ13 7JW



To see our wedding gallery please visit our web site dartmoorlodge.co.uk
also visit our facebook page & look at the photo albums



Marquee Wedding Package

£8595

2017

Rev July '16



Congratulations to you both on your forthcoming wedding, may we take this opportunity to wish you well in your future together.

The planning of your wedding should be an enjoyable experience and we pride ourselves on offering you a professional, friendly service with a personal touch. We can tailor the Perfect wedding to suit you. During the summer months it is also possible to have a Garden Ceremony (weather permitting) at an extra cost of £350

We will be on hand to assist you with every step of the arrangements. Our civil ceremony licence provides the opportunity for couples to get married in the comfortable surroundings of the hotel without having to worry about moving on to a reception venue.

We would also be pleased to discuss your personal requirements should our Marquee package not fulfil your requirements, as we are also able to provide Afternoon Tea , Gala Buffet, Hog Roasts, BBQ's, Buffets, Candy and Cheese Carts.

Extra guests may be added at a cost of £49.00 per person for the wedding breakfast and £15.00 per person for the evening reception.

We would like a minimum of 10 rooms to be booked at the hotel for the night of your wedding, with a discount of 10% being offered for a one night stay and 20% for a two night stay. Weekday weddings receive a £300 discount.

Should you decide to book, we require a £500 deposit to secure your booking, 50% of the account is then required three months prior to your wedding, with the final payment one month before your wedding. Deposits are non refundable and as such we strongly recommend that you take out wedding insurance.

Once you have booked with us, please contact the registrar on 08451551002.

You will of course have many questions that we cannot answer in this brochure, but we would be delighted to meet you and discuss all your requirements, please phone to book an appointment to come and have a look around.

We do hope that you decide to hold your wedding here at the Dartmoor Lodge, and look forward to hearing from you.



Marquee Wedding Package

This Package is for up to 70 For the Day & 120 Evening Guests & Includes:

- Fully lined marquee with up lighter lighting, Entrance and Garden Porch, Dance Floor, Tables, Chairs, Bar.
- Arrival Drink; choose one from; Bucks Fizz, Glass of Wine, Pimms, Juice or Sherry Glass of Cider or Beer
- Chair covers and choice of colour sashes
- Table Runners Top Table and Cake table Swag
- 3 Course Wedding Breakfast plus coffee
- Two glasses of Wine with the Meal
- Glass of Sparkling Wine for the Toast
- Evening Finger buffet; Filled Rolls, chicken drumsticks, crudités , Vegetarian Quiche, Bacon Quiche Buffet pasties, Sausage rolls
- Evening DJ
- Half Price Room for the night before for the Bride or Groom (not transferable to a wedding guest)
- Balloons, Glass Vases/Centre Piece for Balloons, or Flowers (Flowers not Included)
- Choice of any items for table dressing i.e. Ceramic Jugs, Crystal Teal light Centrepieces, Candelabras etc Centre Table Mirror, Tea Lights, Table Number Stands, Two Cameras per table* (or Organza Favour Bags), Bubbles, Cake Knife
- Floral Arch, Two
- Rose & Topiary Trees,
- Red Carpet to Pavilion or on arrival

Please select any three Starters, Main Courses & Desserts

Choice of Soup from the Wedding packages

Galia Melon with Summer Fruits

Duck Liver Parfait with Cumberland Sauce & Brioche

Local crab & Prawn Cocktail, with Brandied Tomato Mayonnaise Sauce, with Granary Bread

Kiln Roasted Smoked Salmon Pate with Melba Toast

Orange, Grapefruit & Pineapple Cocktail

Goats Cheese, with a Beetroot Salad & Mixed Salad Leaves

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Fillet Mignon of Beef with Diane Sauce & Noisette Potatoes

Roast Rack of Lamb with a Red Wine & Rosemary Jus with Fondant potatoes

Poached Supreme of Corn Fed Chicken in a Mushroom, Cream & Tarragon Sauce, with Duchess Potatoes

Roast Tenderloin of Pork, Stuffed with Apricots & Walnuts, with Sauce Robert & Sweet Potato Mash

Steamed Fillet of Salmon, wrapped in Lemon Sole, with a Cream Dry Vermouth & Prawn Sauce, with New Potatoes

Goats Cheese, Asparagus & Cherry Tomato Strudel with New Potatoes

Mediterranean Vegetable Pancake With a classic Mornay sauce & minted new potatoes

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Fresh Strawberry Bavarois with Homemade Shortbread

Mixed Summer fruit Pavlova

Profiteroles with a Rich Dark Chocolate Sauce

Warm Lemon & Lime Drizzle Cake with Clotted cream

Rum & Raisin Cheesecake

Fresh Fruit Salad with Tropical Fruits & Double Cream

West Country Cheese Selection**

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\*\* - Can also be taken as an additional course for the whole party for £6.50 per person

# **WEDDING BOOKING TERMS & WEDDING AGREEMENT**

## **To be signed for confirmation of wedding reception**

### **1. CONFIRMATION AND DEPOSITS**

When a provisional booking has been made, written confirmation is required together, with a £500.00 non re-fundable deposit to secure the date, 50% of the account to be paid 3 months ahead of wedding. The Dartmoor Lodge reserves the right to cancel any provisional booking not confirmed, although we would try to contact you prior to this action. .

### **2. PAYMENT AND SETTLEMENT OF ACCOUNT**

The balance of estimated total cost is to be paid thirty days prior to the Wedding. Any additional costs incurred on the day are to be settled on departure. Cash, cheques and debit cards are accepted

### **3. GUARANTEED NUMBERS FOR CATERING**

Final numbers of guests attending the function should be provided seven working days in advance of the booked date. This is taken to be the guaranteed minimum number, the charges to the Client will be either the actual number or the number given to us seven days in advance, whichever is the greater.

### **4. ALTERATIONS / CANCELLATION**

In the event of unforeseen circumstances or a major alteration in numbers, every effort will be made to discuss the change with you and come to a satisfactory arrangement. Should you cancel your booking for any reason, all prepayments will be retained or may be transferred to an alternative date at the sole discretion of the Management.

### **5. INSURANCE**

The Dartmoor Lodge cannot be held responsible for the damage or loss of any items before, during or after the function. You should consider arranging your own insurance to cover this, as well as for cancellation. Deposits are non refundable and as such we strongly recommend that you take out wedding insurance.

After the reception has ended we ask that the room is cleared and all items are to be taken to the bridal suite or nominated guest bedroom for safekeeping. Any candles used must show the flame to be lower than the height of the receptacle. Items such as chair covers, vases and cake stands will not be stored at the Hotel and must be collected within 24 hours of the Wedding. We do not accept wedding presents for safekeeping; this is the responsibility of the bride and groom. Please be aware that gifts should not be left in the wedding venue room after the reception has ended. We advise that they are taken to the bridal suite for safety.

### **6. DAMAGE**

The organisers will be held responsible for any damage inflicted upon The Dartmoor Lodge by themselves or their Guests. The Hotel reserves the right to charge you for any losses of table decorations, breakages or malicious damage to hotel property. The hotel will also charge you for additional cleaning required following a guest accident. Under no circumstances will any alcohol be sold to any under 18's and we may need to ask for proof of identification if appropriate. Damaged or missing Chair covers etc will be charged for at £10 per chair cover and £3 per sash

### **7. PRICES**

All prices in our information pack are current at the time of going to print. The Dartmoor Lodge reserves the right to amend food or beverage prices due to any seasonal fluctuations, or substantial cost increases. Prices may be adjusted to allow changes in either VAT or other Government taxes, prior notice will be given.

### **8. SURCHARGES**

An additional charge of £50 will be applicable for chocolate fountains, candy Carts any other company using The Dartmoor Lodge facilities as deemed applicable.

### **9. FOOD AND DRINK**

All food and drink must be purchased from The Dartmoor Lodge (excluding the Wedding Cake)

If your guests bring their own drinks onto the premises without permission, the drinks will be confiscated on sight and a corkage charge will be payable by the Bride and Groom on departure.

**10. OWN ENTERTAINMENT**

Entertainment is to be confirmed 3 months prior to the event date. If arranged by the hotel and cancelled after this time full payment will be required. If arranging your own entertainment you must ensure that any electrical equipment brought on the premises is in good working order and tested annually if it classes as portable appliance equipment (PAT certificate). We reserve the right to suspend the use of any equipment if it appears to be in poor working order. Under no circumstances must any form of pyrotechnics, smoke machine or confetti canon be used. All bands and DJs are required to hold public liability insurance; a copy must be given to the hotel 1 month prior to your event together with a copy of PAT certificate. We do not allow Fireworks or Chinese lanterns to be released.

**11. HOTEL BEDROOMS**

We are happy to hold rooms for your guests when you book your wedding with us, we would then ask that you advise your guests to telephone and book their own rooms by providing us with their details. We strongly advise that you allow your guests to book and guarantee their own accommodation. Upon booking your guests will be asked to supply credit card details to do this. Should they cancel within 48 hours of the wedding or not arrive we will charge their card in full. If you book rooms for individual guests then you become liable for those rooms. Check-in time for bedrooms is from 3:00pm. We recommend your guests additionally booking a bedroom the night before the Wedding if it is necessary to get ready here prior to this time, as we cannot offer an earlier check in time. Check-out is at 10.30am.

**12. MARQUEE HIRE**

**Although we will make all the arrangements for the marquee hire, the contract for hire is between yourselves and the marquee company. As such any cancellation fees or damage charges are to be paid fully by you. The hotel is not liable for these charges under any circumstances, therefore please note the separate Terms and Conditions regarding Marquee Hire. An additional deposit is also required payable to the marquee company at time of booking in addition to this all cancellation terms are deemed to have been agreed once you have signed the wedding terms and conditions.**

*Definitions: The Company is Clive Parkinson t/a Vagabond Events (Vagabond Marquees and Vagabond Bars are trading names of Vagabond Events) and/or its subcontractors or agents. The Hirer is the person - or corporate body and their agents & representatives - hiring equipment from the Company. The Equipment is all items provided to or hired by the Hirer. The Hire Period means the time commencing with the arrival of the equipment on site, and terminating when the equipment is removed by the Company.*

- 1. General - Any offer of equipment is subject to stock being available at the time of receipt of an order.*
- 2. Payment Terms - The Hirer will pay a non-returnable deposit (usually 20%) as determined by The Dartmoor Lodge*
- 3. Cancellation - In the event of cancellation the following charges will be invoiced and due for payment on the date of commencement of the originally contracted period of hire:*

- Cancellation more than 28 days before the commencement of the period of hire 20% of the total hire charge.*
- Cancellation between 14 and 28 days before the commencement of the period of hire 50% of total hire charge.*
- Cancellation less than 14 days before the commencement of the period of hire 95% of the total hire charge*

**Please return ONE copy to The Dartmoor Lodge Hotel this forms our binding contract.**

**We understand & Agree these Terms & Conditions and confirm our wish to hold our wedding reception at the Dartmoor Lodge on**

**INSERT DATE OF WEDDING .....**

**Name.....Signature.....Date**

**Name.....Signature.....Date**