



THE  
**ROYAL ARMS**  
SUTTON CHENEY · EST 2003

*Your Wedding...*

*Your Way*



ALL WEDDING PACKAGES VALID 2018 / 2019 / 2020

*Drink · Dine · Celebrate · Sleep*

# Congratulations!

ON YOUR FORTHCOMING MARRIAGE...

We are delighted that you are considering The Royal Arms as the venue for your very special day. If you are looking for an idyllic and picturesque venue to create the perfect ambiance for your wedding, The Royal Arms can provide you with exactly what you are looking for.

We are a family run establishment with a team of professional and experienced staff, all with their own individual skills, who will attend to every detail. We can advise you on arrangements and will tailor services to your personal requirements, ensuring your day will be perfect.

Our reputation is founded on providing the highest possible level of care and attention to your individual needs in order that you and your guests enjoy every aspect of the day. With a portfolio of more than 800 weddings in the last 15 years, from smaller receptions of 10 people up to the more extravagant 250 guest wedding receptions, you can rest assured you will be well looked after.

We are now also licensed to hold Civil Ceremonies for up to 74 guests.

Whilst the information enclosed takes you through many choices available to you on your wedding day, I would welcome the opportunity to show you around our beautiful venue, at a time convenient to you.

If I can be of any assistance, please do not hesitate to contact me.

Kindest regards

*Jennie Davies*

Events Manager

# Function Suites

## ROOM HIRE PRICES FOR FRIDAY & SATURDAY DATES BETWEEN APRIL & SEPTEMBER

N.B Negotiable room hire prices available for October to March Weddings and Sunday to Thursday Weddings (excluding Bank Holidays)

### THE HAYLOFT SUITE



Our Hayloft Suite can seat 36 guests in an intimate and cosy environment. This is the perfect room for smaller receptions and is located on the first floor of the Restaurant.

ROOM HIRE CHARGES FOR THE HAYLOFT VARY DEPENDING ON SIZE OF PARTY, DATE,  
AND TIME. PLEASE CONTACT US.



# THE DOVECOTE



The Dovecote Room seats up to 65 people for a wedding breakfast and has a maximum capacity of 75 people for an evening function.

## THE DOVECOTE CONTINUED...

The Dovecote Room is a self-contained barn style facility (12m x 8m), rustically decorated with a custom built bar and grand wooden doors. It sits on an acre of land with rolling countryside, allowing our smaller and larger marquees (which are an extension to the Dovecote Room) to sit adjacent to each other. Your wedding function has exclusive use of these facilities when you have hired the venue.

## ROOM HIRE FOR THE DOVECOTE INCLUDES:

- Ivory table cloths and napkins
- Place setting to include wine and water glass
- 5 x white tea lights in glass holders per table
- Use of the cake knife and cake stand
- Dance floor (if required)
- Ivory or black chair covers and a selected bow from our range of stock (only applicable with sole hire of Dovecote Room)
- Separate joining buffet area
- Light background music throughout the meal
- Access to our rose garden for photos with family and friends

## PRICES

- 7 PM TO MIDNIGHT £495.00
- ALL DAY £795.00

# The Marquees

## Small Marquee

SIZE: 12M X 6M

### USE OF THIS MARQUEE INCLUDES:

- Use of the Dovecote Room, bar and toilets
- Ivory lining
- Heating in the winter
- 5 garden benches outside in the summer
- Fully carpeted hard floor
- Seats 70 people on one long top table and 6 round tables; with the Dovecote Room, suitable for 100 people for an evening reception
- See list for chair cover and sashes cost

### PRICES

- 7PM TO MIDNIGHT £1,695.00
- ALL DAY £2,495.00



# Large Marquee

SIZE: 15M X 20M

## USE OF THIS MARQUEE INCLUDES:

- Use of the Dovecote room, bar and toilets
- Ivory lining
- Heating in the winter
- 5 garden benches outside in the summer
- Fully carpeted hard floor
- Dimmer chandeliers
- Stage
- "Poser" tables in the Dovecote Room
- See list for chair cover and sashes cost
- Seats up to 220 people and suitable for 250 people for an evening reception

## PRICES

- 7 PM TO MIDNIGHT £2,495.00
- ALL DAY £3,995.00



# Civil Ceremonies

We now have a license for holding Civil Ceremonies here at The Royal Arms. For up to 70 guests we offer the choice of our Dovecote Suite (up to 60) or Dining Room (up to 70), both boasting a unique atmosphere in which to tie the knot.

THE COST FOR EXCLUSIVE HIRE OF THE DINING ROOM IS £895  
AND FOR THE DOVECOTE SUITE IS £595

## THE DOVECOTE



## THE DINING ROOM



# Drinks Packages

## OPTION 1 £17 PER PERSON\*

Arrival drinks choose from one glass of Pimms and lemonade or alcoholic fruit punch. Two glasses of house wine with the meal and one glass of sparkling wine for your toast.

## OPTION 2 £19 PER PERSON\*

Arrival drinks choose from one glass of bucks fizz, kir royale, peach bellini, sparkling wine, mulled wine or rose sparkling wine. Two glasses of house wine with the meal and one glass of sparkling wine for your toast.

Non-alcoholic arrival drinks choose from orange juice/cranberry juice/pineapple juice/apple juice. Prices for the drinks packages remain the same. \*\* Children's Reception drink charged at £3/head.

# Canapes

£8 PER HEAD FOR 5 CHOICES

- ^^ Deep fried Tempura prawns with a sweet chilli dip
- ^^ Spring rolls with plum sauce (V)
- ^^ Onion bhajis with mint raita (V)
- ^^ Spicy beef kofta
- ^ Goujons and chips in a cup (Supplement £1/head)
- ^ Cream of tomato and basil pesto soup in a cup
- ^^ Mini bubble and squeak (V)
- ^^ Mini Toad in the Hole
- ^^ Smoked salmon and soft cheese on brown bread
- ^^ Sausage rolls with tomato ketchup
- ^^ Selection of vegetarian and non-vegetarian vol au vents
- ^^ Tomato and mozzarella crostinis (V)
- ^^ Deep fried jalapeños with soft cheese (V)
- Bowls of marinated olives with sun dried tomatoes and feta cheese (V)

^ 1 per person ^^ 2 per person

## SEASONAL OPTIONS:

- Strawberries and cream £2.50 PER HEAD
- Mini mince pies with brandy cream topping £2 PER HEAD



# Optional Extras

- CHAIR COVERS & BOWS £3.50 PER CHAIR (choice of up to 2 colours) including organza sash choice of numerous colours. Applicable when hiring small or large marquee (we are very competitive with our prices).
- RED CARPET AT THE ENTRANCE OF THE DOVECOTE ROOM £20
- BUNCHES OF HELIUM BALLOONS (10 PER BUNCH) £20
- SWEET CART £225
- CANDY FLOSS MACHINE (2 HOURS) £125
- CHOCOLATE FOUNTAIN (WITH ACCOMPANIMENTS) £395
- TABLE MAGICIAN £150 FOR 3 HOURS
- VINTAGE ICE CREAM BIKE £295
- SNOW/BUBBLE MACHINE IN THE DOVECOTE ROOM (45 MINUTES) £45
- DJ £395 (MUST BE CONFIRMED WITHIN 6 MONTHS OF DATE OR £50 CANCELLATION CHARGE WILL APPLY)
- PHOTOBOOTH (3 HOURS) £495
- LED LOVE LETTERS (4FT) £150
- LED MOOD LIGHTING IN LARGE MARQUEE £95
- LED STARLIT DANCEFLOOR (16FT X 16FT) £600
- THE DOVECOTE ROOM BAR IS OPEN UNTIL MIDNIGHT (SUNDAYS SUBJECT TO APPROVAL), A BAR ONLY EXTENSION UNTIL 1AM IS CHARGED AT £150
- BOTTLED WATER 70CL £3.50 PER BOTTLE
- GLASS OF HOUSE CHAMPAGNE £7.95 PER GLASS
- GLASS OF VEUVE CLIQUOT 'YELLOW LABEL' £8.50 PER GLASS (OTHERS AVAILABLE)
- ORANGE JUICE £2.25 PER GLASS/£8 PER JUG (OTHER JUICES AVAILABLE)

OUR FULL WINE LIST IS AVAILABLE SHOULD YOU REQUIRE A MORE EXTENSIVE CHOICE OF WINE. CHARGES WILL APPLY.

# Silver Menu

£33 PER HEAD

SELECT ONE OF EACH OF THE FOLLOWING:

## STARTERS

- Homemade Tomato and roasted red pepper soup with basil pesto served with warm bread (V)
- Fan of melon with seasonal fruit and berry coulis (V)
- Prawn cocktail lightly dressed in a Marie rose sauce, on a bed of mixed leaves served with buttered brown bread

## MAINS

- Oven baked chicken breast with rosemary and garlic stuffing, served with roasted new potatoes and seasonal vegetables
- Poached fillet of salmon with buttered new potatoes, a white wine and herb cream sauce and seasonal greens
- Mushroom and spinach terrine, red cabbage relish, balsamic glaze and herb mash potato with a light dressing (V)

## SWEETS

- Homemade apple and sultana crumble with custard
- Lemon meringue pie with whipped cream
- Chocolate fudge cake with strawberry ice cream

FOLLOWED BY FRESHLY BREWED FILTER COFFEE OR TEA AND MINTS

# Gold Menu

£38 PER HEAD

SELECT ONE OF EACH OF THE FOLLOWING:

## STARTERS

- Pineapple & melon "Royal" with champagne sorbet, cassis and raspberry coulis & seasonal fruit (V)
- The Royal Arms leek and potato soup served with warm bread (V)
- Ardennes pate served with toasted brioche and homemade fruit chutney
- Chicken Caesar salad with bacon, herb croutons and shaved Parmesan
- Mackerel fillets on dressed leaves with lime mayonnaise and buttered homemade bread
- Sautéed mushrooms in a garlic cream served on toasted ciabatta (V)
- Beef tomato and buffalo mozzarella with pesto dressing (V)

## MAINS

- Oven baked chicken breast with mushroom and thyme cream sauce, roasted new potatoes and seasonal vegetables
- Locally reared roast topside of beef, served with homemade Yorkshire pudding, roast potatoes, horseradish sauce, gravy and seasonal vegetables
- Cumberland sausage served on creamy mash potato with a Yorkshire pudding, onion gravy and seasonal vegetables
- Pappadelle pasta with a mushroom & leek cream sauce with garlic bread and side salad (V)
- Fillet of sea bass with seasoned crushed new potatoes, buttered fine green beans and herb seasoned dressing
- Roasted pork, with apple and sage stuffing and crackling, bubble and squeak, and a cider cream sauce; seasonal vegetables
- Mediterranean vegetable tartlets served with smoked Applewood cheese sauce, accompanied by hand cut sautéed potatoes and a dressed mixed salad (V)

## SWEETS

- Deep filled apple pie draped with cinnamon custard
- Rhubarb and orange crumble traditionally served with custard
- Cream filled profiteroles with Belgian milk chocolate
- Fruits of the forest meringue with whipped cream
- Chocolate fudge cake with strawberry ice cream
- Vanilla cheesecake accompanied by fruits of the forest

FOLLOWED BY FRESHLY BREWED FILTER COFFEE OR TEA AND MINTS

# Platinum Menu

£43 PER HEAD

SELECT ONE OF EACH OF THE FOLLOWING:

## STARTERS

- Smoked salmon tartare with horseradish crème fraiche and homemade bread
- Tiger prawns sautéed in garlic butter, served with toasted ciabatta
- Honey roast duck salad on julienne of spring onion and cucumber with orange segments and hoi sin sauce
- Fan of melon with Parma ham, drizzled with olive oil and balsamic glaze
- Creamy field mushroom and tarragon soup served in a bread basket (V)
- Chicken liver parfait, homemade tarragon biscuits, The Royal Arms fruit chutney

## MAINS

- Slow roasted shank of lamb with roasted root vegetables and red wine & rosemary sauce
- Pork tenderloin wrapped in Parma ham draped in pear cider sauce with dauphinoise potatoes, seasonal vegetables
- Oven baked chicken breast stuffed with mushrooms and spinach, wrapped in smoked bacon, served with fondant potato and a tomato and red pepper cream sauce
- Fillet of cod, saffron potatoes, braised greens, Mornay sauce, garnished with a crevette
- Filo tart filled with sautéed mushrooms, charred aubergines and feta cheese, topped with a caramelised onion chutney; carrot and potato rosti (V)
- Locally reared roast sirloin of beef, served with homemade Yorkshire pudding, roast potatoes, horseradish sauce, gravy and seasonal vegetables

## SWEETS

- Honeycomb cheesecake with orange syrup
- Trio of chocolate torte with raspberries
- Lemon tart with crème Chantilly
- Sticky toffee pudding with butterscotch sauce
- Vanilla pannacotta with fruits of the forest
- Red Leicester and Stilton platter with biscuits, grapes, celery and Branston pickle

FOLLOWED BY FRESHLY BREWED FILTER COFFEE OR TEA AND MINTS

# Buffet Options

## Banquet Buffet

£34 PER HEAD

CHOOSE 1 STARTER OFF THE GOLD MENU

(See Gold Menu)

FOLLOWED BY:

Carved crown of turkey with cranberry sauce.

Carved roast beef with horseradish sauce Vegetable tartlets (V).

Garlic mushrooms in a cream sauce.

Homemade coleslaw (V).

Tempura prawns with sweet chilli dip.

Trio of tomato salad and vinaigrette (V).

Onion bhajis with yoghurt and mint dip (V).

Spring rolls with plum sauce.

Marinated lemon and herb chicken skewers Minced beef kebabs.

Homemade potato salad (V).

Selection of bread rolls and butter

CHOOSE ONE SWEET OFF THE GOLD MENU

(See Gold Menu)

FOLLOWED BY FRESHLY BREWED FILTER COFFEE OR TEA & MINTS

# Gourmet Buffet

£38.50 PER HEAD

CHOOSE 1 STARTER OFF THE GOLD MENU

(See Gold Menu)

FOLLOWED BY:

Whole dressed Highland salmon garnished with King Crevette  
Mixed seafood platter with smoked halibut, mussels and smoked salmon  
Carved honey roast ham and pineapple  
Carved roast beef with horseradish sauce  
Mediterranean vegetable pasta salad in a tomato sauce (V)  
Garlic mushrooms (V)  
Homemade coleslaw (V)  
Butterfly prawns with sweet chilli dip  
Minced beef koftas in a tomato sauce  
Trio of tomato salad and vinaigrette (V)  
Vegetable samosas with yoghurt and mint dip (V)  
Filled potato skins  
Marinated chicken skewers  
Warm buttered and minted new potatoes (V)  
Selection of bread rolls and butter

CHOOSE ONE SWEET OFF THE GOLD MENU

(See Gold Menu)

FOLLOWED BY FRESHLY BREWED FILTER COFFEE OR TEA AND EACH OF

# Children's Menu

## Menu A £16 PER HEAD

### STARTER

- Garlic bread

### MAINS (CHOOSE ONE ONLY)

- Chicken nuggets, chips and beans
- Tomato & Basil Pasta with a side of carrot and cucumber batons

### SWEET

- Vanilla Ice cream with chocolate sauce

## Menu B £19 PER HEAD

### STARTER

- Tomato and basil soup with warm bread and butter

### MAINS (CHOOSE ONE ONLY)

- Sausages, mash, gravy and Yorkshire pudding
- Chicken breast with Yorkshire pudding, roast potatoes, seasonal vegetables and gravy

### SWEET

- Chocolate fudge cake with vanilla ice cream

SOME FOODS ON ALL MENUS MAY CONTAIN TRACES OF NUTS

# Intimacy Package

THE PERFECT PACKAGE FOR SMALLER, MORE INTIMATE RECEPTIONS

£4,995

FOR UP TO 50 GUESTS

## INCLUDES:

- Small Marquee and Dovecote Room Hire
- 4 course Wedding Breakfast (Silver Menu)
  - Hog Roast in evening
  - DJ entertainment
  - Drinks and Canapés on arrival
- 1 Glass of house wine per person
- French Sparkling Wine for toast
  - Bridal Suite (B&B)

## ARRIVAL DRINKS CHOOSE FROM:

Pimms and lemonade, sparkling wine, orange juice

## CANAPÉS:

Tomato and mozzarella crostinis and smoked salmon mousse on brown bread

ADDITIONAL GUESTS ARE CHARGED AT  
£49.95 PER HEAD



# Diamond Package

THE ROYAL ARMS INDULGENCE WEDDING PACKAGE

£9,999

FOR UP TO 120 GUESTS

## INCLUDES:

- Large Marquee and Dovecote Room Hire
- 4 course Wedding Breakfast (Gold Menu)
  - Hog Roast in evening
  - DJ entertainment
  - 18 rooms B&B
- French Sparkling Wine for toast
- Drinks and Canapés on arrival

## ARRIVAL DRINKS CHOOSE FROM:

Pimms and lemonade, alcoholic fruit punch, orange juice, non-alcoholic fruit punch

## CANAPÉS:

Tomato and mozzarella crostinis and smoked salmon mousse on brown bread

ADDITIONAL GUESTS ARE CHARGED AT  
£59.95 PER HEAD

# Exclusively Yours

## THE ROYAL ARMS ULTIMATE & EXCLUSIVE WEDDING PACKAGE

£19,999

FOR UP TO 200 GUESTS

### INCLUDES:

- Civil Ceremony in Dining Room (for up to 65 guests maximum)
  - Large or Small Marquee and Dovecote Suite hire all day
    - Exclusive Hire of The Royal Arm
- Chair covers, bows, LED mood lighting, fairy lights, red carpets, candelabras
  - Drinks reception Pimms & Peroni
- Canapés (to choose selection of 5) from menu for drinks reception
  - Saxophonist or pianist for arrival reception
- 4 course Wedding Breakfast (a tailored gourmet menu)
  - Upgraded tableware
- 4 x bottles house wine per table (red/white/rose)
  - Prosecco toast
  - Hog roast or Gourmet buffet or BBQ
- DJ entertainment & Live 5 piece band
  - 18 hotel rooms B&B
  - Vintage ice cream bike
  - Chocolate fountain
  - Late bar 'til 1am
- 2 of our most experienced wedding co-ordinators
  - £500 credit behind the bar

# Evening Reception

## Finger Buffet £13.95 PER HEAD

### SELECT 6 ITEMS FROM BELOW:

- Selection of sandwiches
- Pork pie with Branston pickle
- Sausage rolls with tomato ketchup
  - Mushroom vol au vents (V)
  - Onion bhajis with mint raita (V)
- Vegetable samosas with mango chutney (V)
- Filo wrapped prawns with sweet chilli sauce
  - Fresh fruit platter (V)
  - Vegetable tartlets (V)
- Battered fish goujons and tartare sauce
- Spicy potato wedges with mayonnaise (V)
  - Cheese and pineapple (V)
- Battered garlic mushrooms with mayonnaise (V)
  - Barbeque chicken drumsticks
    - Pizza bites (V)
    - Salmon pasties
- Chicken tikka skewers with yoghurt and mint dip
- Marinated olives, feta cheese and sundried tomatoes (V)
  - Pitta bread with hummus (V)
- Selection of crisps and breadsticks with celery, cucumber, carrot batons and dips (V)
  - Camembert bites with onion chutney (V)
    - Mini hot dogs
    - Spicy beef kebabs

You must cater for at least 80% of your evening guests

**SOME FOODS ON ALL MENUS MAY CONTAIN TRACES OF NUTS**

# Fork Buffet **£15.95 PER HEAD**

## **SELECT ONE OF THE FOLLOWING:**

- Honey roasted ham with English mustard
- Roast sirloin of beef with horseradish sauce
- Roast crown of turkey with cranberry sauce
- Fruits de Mer platter

## **YOUR CHOICE COMES WITH:**

- Homemade coleslaw (V)
- Caesar salad (V)
- Buttered minted new potatoes (V)
- Tomato and lettuce salad with vinaigrette (V)
- Stuffed potato skins (V)
- Garlic mushrooms (V)
- Selection of bread rolls and butter (V)

You must cater for at least 80% of your evening guests – some foods on all menus may contain traces of nuts

## Evening Buffet Alternatives

### **£18 PER HEAD SELECT 2 OF THE FOLLOWING:**

- Homemade chicken curry, pilau rice, poppadums, naan bread and mango chutney
- Beef bourguignon with rice and buttered new potatoes \*\*\*
- Homemade beef lasagne with mixed salad and garlic bread \*\*\*
- Chilli con carne with baked potatoes and grated cheese \*\*\*
- Tagliatelle with a creamy mushroom and herb sauce served with garlic bread and salad \*\*\*

\*\*\* Accompanied by bread rolls.

## Late Night Munchies

- Cheese platter – Selection of Red Leicester and Stilton with celery, grapes, apple and pickle with savoury biscuits – **£6.95 PER HEAD**
- Add Parma ham, mixed olives, hummus, pita bread - **£3 PER HEAD**
- Bacon baps - **£3.50 PER HEAD**
- Curry and rice boxes - **£4.95 PER HEAD**
- Lightly seasoned chip cones - **£3 PER HEAD**

# Hog Roast

£695 FOR UP TO 170\*

The hire of the Hog roast includes 55kg approx. hog (\*suitable for up to 170 guests for an evening buffet, or 120 guests for a main meal), the buns for the number of people you are feeding (1 per person), stuffing, and apple sauce.

## THE ROYAL ARMS HOG ROAST SALAD MENU - £7 PER HEAD

- Pasta with tomato sauce
- Lettuce and tomato salad with vinaigrette
- Homemade coleslaw
- Roast Potatoes
- Caesar salad
- Garlic mushrooms
- Tomato, olive and pesto salad

You must cater for at least 80% of your evening guests

## AND WHAT ABOUT VEGETARIANS...?

We suggest one of the following - all £4.50 per head:

- Vegetable Skewers
- Char grilled Mediterranean vegetable tartlets
- Potato skins stuffed with peppers onions and cheese
- Quinoa Burger (SUPPLEMENT £2)

# Waffle Cart

£3.50 PER HEAD

MINIMUM 40 GUESTS WAFFLE LOLLIES

Freshly made waffles on a stick dusted with icing sugar



# Chocolate Fountain

£395.00 WITH APPROXIMATELY 10KG OF CHOCOLATE

INCLUDES ACCOMPANIMENTS:

- Seasonal fruit
- Biscuits
- Profiteroles
- Marshmallows



# Vintage Ice Cream

## Bike

£295 FOR 2 HOURS

WITH CHOICE OF 3 FLAVOURS



# Candy Floss Machine

£125 FOR 2 HOURS

Choose from a variety of flavours – ask your wedding co-ordinator for available flavours



# Frequently Asked Questions

Q. Are you licensed for civil ceremonies?

A. Yes, we have 2 function suites licensed for up to 70 guests, contact for prices and packages.

Q. Are there any smoking restrictions?

A. We will be happy to discuss these with you.

Q. Are candles allowed?

A. We do allow candles in most areas as long as they are deemed safe. To avoid any damage through spills of hot wax, we ask that they be contained within enclosed holders.

Q. Do you offer a package?

A. We offer a price list with the breakdown of all our costs. We offer many options in addition to what is on the price list, allowing you to tailor make your special day.

Q. Do we need a toastmaster?

A. It is not necessary, although a good toastmaster will ensure that your day runs smoothly, relieving you of the worries. You can always allow one of your ushers this responsibility.

Q. Do I have to pay full price for the children?

A. There are no restrictions on bringing children into the Royal Arms, but we do ask in the interests of safety that they are properly supervised by their parents/guardians. Under no circumstances are the children allowed in public spaces, including the restaurant and on the lawns or paddock without strict adult supervision. We offer a 50% reduction for children under 10 choosing off the main menu. Highchairs can be provided, but unfortunately we are unable to offer a child-minding service.

Q. What time can we gain access to our venue?

A. This will very much depend on the time of your wedding reception, but we will make every effort to accommodate you.

Q. Do you offer special room rates?

A. Most of our wedding packages taking place in the Dovecote Room and in the marquees include complimentary accommodation for the bride and the groom. Check in time is officially after 3pm. Several brides prefer to stay overnight prior to the wedding and get ready on the site. For your guests attending your special occasion, we offer preferential rates. Deposits are required, with contact phone numbers and credit card numbers. Prices will be discussed at the time of booking. Check out is required by 11am the following morning.

Q. Can we bring our own caterers?

A. No outside catering is permitted. All catering will be supplied by the Royal Arms or by one of our own caterers. The only exception to this rule is your wedding cake.

Q. Can we bring our own drinks?

A. The Royal Arms has a strict policy not to allow drinks to be brought onto its premises. We offer a comprehensive wine list and are usually able to source any special requests. We also offer an extensive range of spirits. If drinks are brought onto the premises a corkage fee will be charged to your credit card, or your event will be closed down.

**Q. Should we serve canapés on arrival?**

A. It is often a good idea, as your guests may not have eaten for some time, especially if they have travelled some distance.

**Q. Which menus can we choose?**

A. Our wedding packages include sit-down wedding breakfast menus as well as buffets. We are happy to tailor make a menu to suit your requirements. An extra cost may be incurred. **SOME FOODS ON ALL MENUS MAY CONTAIN TRACES OF NUTS**

**Q. Will our guests need anything further to eat later in the evening?**

A. We find that a provision of a buffet or a hog roast is popular with guests. If you have extra people joining the celebrations after the meal, we do insist that 80% of your total number of guests is catered for.

**Q. What about table plans and place cards?**

A. Most of our weddings have a table plan and it is often the most complicated thing you will have to arrange. We find that most of our customers prefer to use their own supplier, so the items match up with their wedding stationery. We will be happy to ensure the table plan is displayed and are happy to lay the place cards out for you but ask that they are given to us in table order and marked per table. The place cards must also include the meal choices of your guests to remind them of their meal choices when they pre-ordered their meals.

**Q. What about my flowers?**

A. We do not provide the flowers for your wedding, but we are happy to give you contacts of local florists.

**Q. Can we bring our own disco?**

A. We have our own resident DJ and are happy to provide a quote. You can supply your own if you so wish but a PAT (Portable Appliance Test) certificate will need to be provided.

**Q. How late can our party go on until?**

A. We will be happy to discuss this with you. Entertainment is strictly until midnight.

**Q. Where will we have the photographs, drinks, dinner and dancing?**

A. When you make your booking we will advise you of the most suitable areas to hold your celebration according to the numbers attending.

**Q. What about wedding presents?**

A. We are happy to provide a present table so that the gifts are contained in one area, but please be advised that it is your responsibility to ensure that they are collected at the end of the evening by either yourselves or your representative. This also applies to any table decorations, cameras, mementos that you may wish to keep. The Royal Arms cannot accept any responsibility for items left unattended.

**Q. Do you require a deposit?**

A. A deposit of £500.00 is required at the time of confirming your booking. In addition, a credit card or equivalent guarantee might be required. The remaining balance will be payable 4 weeks before your function is to take place. If the balance is not received, the Royal Arms shall have the right to cancel the function on giving the client 24 hours notice either verbally or in writing, in which event the deposit will be forfeited. Should there be additional requests during the function, these must be settled prior to departure.

**Q. In the unlikely event that we should have to cancel, will we get our deposit back?**

A. All cancellations will lead to your deposit being forfeited. It is totally non-refundable and cannot be applied to another date. We strongly recommend that our clients take sufficient insurance to cover any losses they may incur in the event of cancellation. We will be happy to advise further.



## THE ROYAL ARMS TERMS AND CONDITIONS

Any request for availability will be held for a maximum of 7 days at the discretion of the management and is subject to availability. This does not mean that space is guaranteed and the management reserves the right to release provisional bookings without notification on any provisional availability request that has not been confirmed by the party booking with a letter of confirmation, a signed copy of the terms and conditions, a copy of insurance cover and a £500.00 nonrefundable deposit. Availability will be given on a first come first served basis.

The Royal Arms will only deem a booking confirmed when a hotel representative has acknowledged receipt of a letter of confirmation, a signed copy of the terms and conditions, a copy of insurance cover and the non-refundable deposit of £500.00 has been cleared by our bank. This will be in the form of a letter from a hotel representative. Once in receipt of a confirmation letter we must remind you that you agree to all the terms and conditions contained within this document, you are agreeing that this is a legally binding document.

The Royal Arms will charge for the number of rooms booked, or greater if numbers increase. The Royal Arms will charge for the number of meals booked, or greater if numbers increase and any additional items requested by the organiser(s). The Royal Arms regrets that we cannot make third party payments on your behalf.

The organiser(s) will be liable for all guests attending the event and The Royal Arms has the right to charge for any damage to the building or its fixtures and fittings, including external grounds, any business interruption or loss of revenue and any charges faced due to guests' neglect in respect of damage, health and safety, food hygiene and fire safety regulations.

Resident and Function Guests - Please note that only food and drink purchased on the premises may be consumed on the premises. The hotel will charge the bridal account automatically or individual guest should this policy not be adhered to. Should people bring their own drinks and consume them at the function, the function will be stopped.

No dogs allowed in the hotel or in the grounds. Only guide dogs.

Check in after 3pm, unless special arrangements have been made.  
Hotel Check out 11.00 am; Hotel room check out 10.30 am.

All costs will be billed to the Bride and Groom's account (food, guest's accommodation, entertainment etc.) unless alternative arrangements have been agreed prior to your event.

The Bride and Groom are responsible for the behaviour and actions of their guests while at The Royal Arms. Inappropriate behaviour may result in your event being stopped early or cancelled. The Royal Arms reserves the right to charge full room tariff should we not be able to re-sell the room due to any of the following.

- Smoking in a non-smoking room.
- Breakages rendering the room incomplete to resell to another guest. Specialist room cleaning including carpet shampooing required.

Payment based on the hotel's estimate should be settled no later than 28 days prior to the date of the event. The Royal Arms reserves the right to cancel any event which has not been paid within 28 days of the date of the event at full cost to the organiser(s).

Any extra costs in your event will be added to the Bride and Groom's account. The hotel reserves the right to bill any items missed from the first bill at a later date.

The 'estimated' cost of an event will be based on the numbers supplied at time of booking and stated within either the organiser(s) confirmation letter or the confirmation of booking on behalf of a representative of The Royal Arms.

Within the cancellation charge will be the cost of meals (with a minimum of 80 adults for a Saturday Wedding and 60 adults for a Friday Wedding), cost of accommodations, cost of room(s) hire(d) and an estimated liquor spend of £20.00 per person to cover loss of wine and bar revenue.

For weddings The Royal Arms advises that the organiser(s) enter into an insurance cover which will cover in the event of any unforeseen circumstances.

The Royal Arms will not be liable for anything out of the company's control or any act of God, Force Majeure, third party involvement or any suppliers recommended by The Royal Arms.

We have a 7-day lost and found policy, which means we can only keep an item found for that amount of time. It is the guest's responsibility to check for all personal belongings at the hotel before departure, any items found will be listed at reception and can be collected within that time frame or will have to be sent to the customer at their expense. For any items sent postage must be paid before in advance.

The Royal Arms reserves the right to cancel your function if payment conditions are not upheld. Receipt of your booking deposit confirms your acceptance of all terms and details.

The Royal Arms reserves the right to amend these terms and conditions as it sees fit.

Any questions, queries, complaints or general explanation of the above terms and conditions should be submitted in writing to the General Manager of The Royal Arms.

## BOOKING TERMS & CONDITIONS

### PAYMENTS

- A Deposit of £500.00 is required to secure a date within 2 weeks of making a Provisional Booking
- The total balance is due following "Final Details" appointment 28 days prior to the reception
- All prices include VAT at the prevailing rate
- All deposits paid are non-refundable and non-transferable
- 4-6 months = 50% of the totals costs
- 0-3 months = 100% of the total costs
- The figures will be based on the numbers given at the time of booking
- Cancellations must be confirmed in writing to the Hotel

### GENERAL

- We recommend that anyone wishing to book accommodation do so as soon as possible after confirming the date
- The Hotel cannot be held responsible for accommodation being fully booked
- Minimum Numbers apply for certain periods
- All bookings must comprise a Drinks Package, Wedding Breakfast Menu and Evening Buffet Menu
- All catering must be provided by the Hotel with the exception of the Traditional Wedding Cake



THE  
**ROYAL ARMS**  
SUTTON CHENEY · EST 2003

## CONTRACTUAL AGREEMENT

Name of Bride to be \_\_\_\_\_

Name of Groom to be \_\_\_\_\_

Signature Bride \_\_\_\_\_

Signature Groom \_\_\_\_\_

Contact Phone Numbers of Bride and Groom \_\_\_\_\_

Email Address \_\_\_\_\_

Home Address \_\_\_\_\_

Date of Wedding \_\_\_\_\_

Venue (Restaurant/Marquee/Dovecote/Hayloft) \_\_\_\_\_

Today's Date \_\_\_\_\_

**CONFIRMATION AND SIGNED CONTRACT WILL BE CONSIDERED AS  
YOUR FULL AGREEMENT TO THE TERMS AND CONDITIONS OUTLINED  
ABOVE**

**THANK YOU, WE LOOK FORWARD TO MAKING YOUR DAY EXTRA SPECIAL**

Main Street, Sutton Cheney, Warwickshire, CV13 0AG Tel: 01455 290263 Fax: 01455 293283

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