

Absolutely All in

- Room Hire (until 12:30am) (midnight Monday to Thursday)
- Dedicated wedding co-ordinator
- Master of ceremonies on your big day
- Choice of 3 canapes
- Arrival/ reception drinks (bucks fizz/ sparkling wine or bottled lager)
- Sparkling wine toast drink
- Three course wedding breakfast followed by tea coffee & chocolates
- Two glasses of house wine during the wedding breakfast
- Cake stand & knife
- Table mirrors
- Hot sandwich evening buffet for day guests (buffet upgrade £5pp)
- Suite for your first night as a married couple
- Menu tasting for the couple
- Resident DJ
- First anniversary return stay, bed and breakfast (subject to availability, in a standard double room)

| | 2023 | 2024 | 2025 |
|---|--------|--------|--------|
| Monday to Thursday | £115pp | £120pp | £125pp |
| Sunday (excludes bank holidays) | £125pp | £130pp | £135pp |
| Friday & Saturday (minimum numbers apply) | £135pp | £140pp | £145pp |

Grand Hall 90/130*

Allensford 70/100*

The Garden Room up to 60*

(Children under 12 priced from £50pp)

We offer 10% discount off our packages during December (excludes New Years Eve) & 20% discount during the off peak season- November, January, February & March.

Indulgence Package

Join us from the night prior to your wedding.

- Premier room for up to 4 guests, including a bottle of Prosecco in your room
- Room service breakfast the morning of your wedding
- Room Hire (until 12:30am) (midnight Monday to Thursday)
- Master of ceremonies on your big day
- Choice of 5 canapes
- Arrival / reception drinks (Champagne, Cocktail or premium bottled Lager)
- Champagne toast drink
- Three course choice wedding breakfast, followed by tea, coffee & chocolates. (give your guests 3 choices for each course)
- Two bottles of house wine per table (up to 12 tables)
- Cake stand & knife
- Table mirrors
- Menu tasting for the couple
- Suite for your first night as a married couple
- First anniversary return stay, bed and breakfast (subject to availability, in a premier double room)
- Dedicated wedding co-ordinator

| | 2023 | 2024 | 2025 |
|---|--------------------|---------------------------|--------|
| Monday to Thursday | £135pp | £145pp | £155pp |
| Sunday(excludes bank holidays) | £145pp | £155pp | £165pp |
| Friday & Saturday*(minimum numbers apply) | £155pp | £165pp | £175pp |
| Grand Hall 90/130* | Allensford 70/100* | The Garden Room up to 60* | |

(Children under 12 priced from £50pp)

We offer 10% discount off our packages during December (excludes New Years Eve) & 20% discount during the off peak season- November, January, February & March.

Twilight Package

- Ceremony from 4pm onwards
- Room Hire (until 12:30am) (midnight Monday to Thursday)
- Dedicated wedding co-ordinator
- Master of ceremonies on your big day
- Arrival / reception drinks (Champagne, Cocktail or premium bottled Lager)
- Cake stand & knife
- Table mirrors
- Hot sandwich evening buffet for day guests (buffet upgrade £5pp)
- Resident DJ
- Standard double bedroom for your first night as a married couple

| | 2023 | 2024 | 2025 |
|---------------------------------|-------|-------|-------|
| Monday to Thursday | £50pp | £55pp | £60pp |
| Sunday (excludes bank holidays) | £60pp | £65pp | £70pp |

(Children under 12 priced from £25pp)

We offer 10% discount off our packages during December (excludes New Years Eve) & 20% discount during the off peak season- November, January, February & March.

Exclusive Hire

Upgrade your wedding to have exclusivity of all three of our function rooms during your special day.

| | 2023 | 2024 | 2025 |
|---------------------------------|-------|-------|-------|
| Monday to Thursday | £1500 | £2000 | £2500 |
| Sunday (excludes bank holidays) | £4000 | £5000 | £6000 |
| Friday & Saturday | £6000 | £7000 | £8000 |

Please note the above prices are on top of your chosen package price.

We offer 10% discount off our packages during December (excludes New Years Eve) & 20% discount during the off peak season- November, January, February & March.

Bedroom pricing

| | 2023 | 2024 | 2025 |
|---|------|------|------|
| Monday to Thursday allowance X15 guest bedrooms | £160 | £165 | £170 |
| Sunday (excludes bank holidays) allowance X15 guest bedrooms | £165 | £170 | £175 |
| Friday & Saturday allowance X10 guest bedrooms | £185 | £189 | £195 |

Based on two adults sharing on a bed & breakfast in a standard double or standard twin rooms.

Final Touches

- Additional arrival drinks from £4.95pp
- Wine by the bottle from £22
- Upgrade your toast drinks to Champagne from £4.95pp
- Upgrade your arrival/ reception drinks to a cocktail from £4.95pp
- Three choice canapes from £6pp
- Upgrade your wedding breakfast to a choice menu for your guests from £5pp
- Add tea, coffee & chocolates to your wedding breakfast from £2.95pp
- Upgrade your bedroom to a suite from £150
- Five choice canapes from £10pp
- Add a sorbet course from £4pp

MORE THAN JUST THE WEDDING DAY

Get your family and friends together early and indulge in a pre-wedding meal in our fabulous restaurant, or choose the option of a private dinner in our Garden Room* to celebrate the upcoming big day. Speak with our Wedding Sales & Events Team today, the possibilities are endless!

*subject to availability

LATE AVAILABILITY

We offer 10% off all of our wedding packages if booked within 6 months of your wedding date *

*subject to availability, not in conjunction with any other offer, T&Cs apply.

TERMS & CONDITIONS

Provisional Bookings

We are happy to hold a date provisionally for 14 days, with no obligation. We reserve the right to release a booking any time after this period. If we do not receive deposit, the date will be released back onto sale.

Confirmation

If you wish to go ahead and confirm your booking, we require a £1000 non-refundable deposit. Following this you will receive a payment plan:

12 months prior 20% of remaining balance
6 months prior 50% of remaining balance
3 months prior 75% of remaining balance
1 month prior 100% of remaining balance

For late availability bookings, following deposit payment, 50% of your remaining balance will be due halfway between the booking time and the actual wedding date and then full balance one month prior to the wedding.

Accommodation

As part of your package you will receive a number of discounted bedrooms, this will vary for specific days, please see bedroom pricing insert for each day. For a guest to secure their room they must provide credit/debit card details, which will be used in the event of a no show. For any additional rooms booked over your allocation, these will be sold at the Best Available Rate for that day. Any unallocated rooms will be released back into sale one month prior to the wedding.

Prices

Our Wedding Sales & Events team will inform you of any price changes to your contract (if any) during your payment

plan. Once you have paid your deposit and signed your contract, this is your minimum payment, you cannot decrease from the numbers signed for, you can only increase. The minimum chargeable numbers shown on the contract will apply.

Payments

Payments can be made via telephone, in person or BACS. If you are paying by transfer please do allow enough time for payments to clear and reference your payments with both names and event date.

Wedding Insurance

Although it is not a service provided by the hotel, we would recommend all couples to take out wedding insurance, which will cover all areas of your big day.

Damage

Derwent Manor Hotel reserve the right to charge any individual or group for any damage wilfully caused to the hotel or its contents. Clothing, personal property or gifts – Derwent Manor Hotel cannot accept responsibility for items left in the hotel or private cars. No liability can be accepted for property, gifts or cars damaged or lost at the hotel. All of your property must be removed on the evening of your function, unless arrange in advance.

Cancellations

In the event of a cancellation, the following charges will apply:

- More than one years notice – Loss of deposit
- Between 12 & 9 months' notice – 25% of total balance
- Between 9 & 6 months' notice – 50% of total balance

- Between 6 & 3 months' notice – 75% of total balance
- Less than 3 months – 100% of total balance

Following all cancellations the £1000 deposit will be retained, this is deducted from any other value owed. The cancellation charge must be paid within one week of cancellation.

Postponement or Change of Date

A change of date or postponement of the wedding will be treated as a cancellation and as such, the cancellation policy will apply. Payments cannot be transferred to alternative dates. The Hotel cannot make any commitment regarding availability of alternative dates.

Catering

The hotel must provide all catering for both daytime and evening events. We do not hire rooms out on a self-catering basis.

A meal must be provided for each guest attending an event.

FREQUENTLY ASKED QUESTIONS

Who is my contact on the day?

Our Wedding Sales & Events team will assist you in all meetings right up until the big day and then you will be assigned a Wedding's Duty Manager, who will look after you on the day, along with the hotel team.

Will you provide a Toast Master?

Your assigned Wedding's Duty Manager will act as your Toast Master, unless you wish to appoint a family member or friend to do this.

Bar Closing Times

The bar will close at 1am, entertainment will end at 00:30 (midnight Monday to Thursday). Unless otherwise agreed with the Wedding Sales & Events team. After this time, only residents can be served in the Hotel, providing they have an open room account.

What time is breakfast?

7-9:30am Monday to Friday

8-10am Saturday and Sunday

Check in/out times

Check in is from 3pm (cottages 4pm)

We cannot always guarantee early check in, however, if we can 1pm is the earliest and is charged at £10 per hour

Check out is 11am

Can we throw confetti?

Confetti is permitted to be thrown in the outside areas only, and this must be biodegradable. Derwent Manor Hotel reserves the right to levy an additional charge to cover the clearing costs should you or any person invited by you or present on your behalf fail to comply with these regulations.

What age are children classed as?

Under 12 – menus can be discussed with the team, or they can have

a half portion of the adult choices

Can I use candles?

Any candles used on the day must be provided in containers high enough to cover the flame, or be correctly installed on candelabras. Any arrangements that do not meet these requirements will not be lit on the day.

How many people can I sit round a table?

Round tables will seat up to 8 guests for your wedding breakfast and up to 10 guests for your evening reception.

How do we provide the wedding music?

Wedding music must be provided to the hotel on a phone, iPad or device which is compatible with a Bluetooth speaker or AUX cable. Please give clear instructions on the order you would like your songs played.

X2 Guests seating

X1 Aisle song

X2 Signing register

X1 Exit song

Will there be any other events on, on the same date?

Yes we can run up to 3 functions on the same day, unless you wish to pay for exclusive use of our function rooms.