

# YOUR WEDDING RECEPTION

BEST WESTERN FOREST AND VALE HOTEL

LICENSED FOR WEDDINGS AND CIVIL PARTNERSHIPS

The Forest and Vale is a fully licensed venue for the Solemnisation of marriage and civil partnerships

These ceremonies take place in the Garden Suite  
For up to a maximum of 90 guests

## THE ADVANTAGES OF HAVING YOUR WEDDING AT THE SAME VENUE AS YOUR RECEPTION

- ✓ Tailored to your wedding requirements, making this special day personal to yourselves
- ✓ Convenience for guests who do not have to move from one location to another or wait for photographs
- ✓ Wonderful gardens and grounds for your photographs

The fee payable to the hotel for the ceremony is

**2017** £400.00 - when not taking Wedding Breakfast £800.00

**2016** £350.00 - when not taking Wedding Breakfast £750.00

But is exclusive of the Registrar fees

You must contact the Registrar's Office to arrange the provisional booking of your date.

THE MALTON REGISTER OFFICE  
RYEDALE HOUSE  
OLD MALTON ROAD  
MALTON  
YO17 OHH

**Tel: 08450 349483**

# INCLUSIVE PACKAGE

Inclusive packages include:

- Three course set Wedding Breakfast with coffee & mints
- Drink on arrival, a glass of wine with the meal and a sparkling toast
- Evening Buffet
- Complimentary Bridal Suite including breakfast
- 2 additional standard bedrooms including breakfast
- Chair covers with colour co-ordinated sashes
- Disco till midnight

Also included

- Hire of the Garden Suite or Ryedale Room
- An experienced Wedding Co-ordinator and the Hotel Toastmaster, Wedding experts who will guide you or just be there for you, from day one
- A Red Carpet welcome
- Crisp white linen table clothes and napkins.
- Printed table plan for display and one for your wedding album
- Use of hotel square silver cake base and knife.
- Use of the Hotel's secluded terrace and garden for photographs

**WINTER INCLUSIVE PACKAGE** UP TO 50 FOR THE WEDDING BREAKFAST  
UP TO 80 FOR THE EVENING RECEPTION

**£3500** AVAILABLE 7 DAYS A WEEK **JANUARY – APRIL 2016**

**£3600** AVAILABLE 7 DAYS A WEEK **NOVEMBER 2016 & JANUARY – APRIL 2017**

**SUMMER INCLUSIVE PACKAGE** UP TO 50 FOR THE WEDDING BREAKFAST  
UP TO 80 FOR THE EVENING RECEPTION

**£3900** AVAILABLE 7 DAYS A WEEK **MAY – OCTOBER 2016**

**£4100** AVAILABLE 7 DAYS A WEEK **MAY – OCTOBER 2017**

**ADDITIONAL DAY GUESTS** £47pp £25 per child  
**ADDITIONAL EVENING GUESTS** £12 pp

# INCLUSIVE PACKAGES

## DRINKS

- Glass of Bucks Fizz on arrival
- A glass of Red or White House wine with the meal
- A glass of sparkling wine for the toast

## WEDDING BREAKFAST

<b>STARTERS</b> Choose 1 starter to create your menu	<b>MAIN COURSE</b> Choose 1 to create your menu	<b>DESSERTS</b> Choose 1 to create your menu
<p><b>Tomato and Basil Soup</b> crispy croutons</p> <p><b>Cream of Vegetable Soup</b> crispy croutons</p> <p><b>Traditional Prawn Cocktail</b> with Marie-Rose sauce</p> <p><b>Melon and Fresh Pineapple</b> on a fruit coulis</p> <p><b>Warm salad of Feta, smoked bacon</b> cherry tomatoes and basil</p>	<p><b>Roast Breast of Chicken</b> Yorkshire Pudding</p> <p><b>Crackling Roast Pork</b> apple and apricot gravy</p> <p><b>Sauté breast of chicken</b> topped with Asparagus spears and a creamy leek sauce</p> <p><b>Roast Turkey</b> Chipolata and roast gravy</p> <p><b>Sirloin of Beef</b> with Yorkshire pudding <b>£ 4.00pp supplement</b></p>	<p><b>Orange cheesecake</b> drizzled with chocolate sauce</p> <p><b>Individual Pavlova</b> with a mixed berry compote</p> <p><b>Chocolate Fudge Brownie</b> Chantilly cream</p> <p><b>Apple and berry fruit crumble</b> served with custard</p> <p><b>Profiteroles filled with fresh cream</b> smothered in a dark Belgian chocolate sauce</p> <p><b>Forest berry Eton Mess</b> in a chocolate cup</p>

## EVENING BUFFET

- Selection of sandwiches
- Selection of homemade quiche
- Chicken Drumsticks
- Mushroom Vol au vents
- Deep fried potato wedges
- Home made Coleslaw
- Various dips and sauces

# WEDDING ETIQUETTE

## THE ARRIVAL

Having been greeted on arrival, your Toastmaster will lead you along the red carpet to the garden or to the lounge where the welcome drinks will be offered. Whilst your guests enjoy their welcome drink it is customary for the photographs to be taken.

## THE GREETING

A receiving line is not a necessity, but should you decide to have one, the Toastmaster will liaise with the Best Man to arrange this. There are many combinations of line up formats however the standard order would be as follows:

Bride & Groom	Bride's mother	Bride's Father	Groom's Mother
Groom's Father	Chief Bridesmaid	Bridesmaids	Best man

Once greeted, your guests will be shown to their tables.

## THE MEAL

When everyone is settled and the orders taken, the Toastmaster will request that all are upstanding to welcome the happy couple into the room. This is normally accompanied with a rapturous applause! The Toastmaster will then call order and introduce the person saying grace. Then the meal begins.

## CUTTING THE CAKE

After the sweet plates are cleared, the Toastmaster will organise the cutting of the cake. Once completed, the cake will be removed and then served to your guests with coffee.

## TOASTS AND SPEECHES

The Toastmaster will call the room to order and will introduce the speakers. The customary order and content is as follows:

The Bride's Father	Toasts the happiness of the newlyweds, officially welcomes the groom into the family, and tells the Bride how beautiful she looks.
The Groom	Responds by thanking the guests and the Brides Parents. He may also take this opportunity to thank his own parents. He finishes by proposing a toast to the Bridesmaids
The Best Man	Replies on behalf of the Bridesmaids. He then tells a few humorous stories or reminiscences of his friendship with the groom. He finishes with proposing another toast to the happy couple

# TERMS & CONDITIONS

## 1 Minimum Numbers/ Spend

Minimum numbers/ spend may be applicable on a Saturday during certain times of the year. A drinks package must also be chosen for the day reception. You will be advised at time of your enquiry/booking.

All bookings at the Best Western Forest and Vale Hotel are accepted subject to the terms and conditions set out below unless agreed alterations are in writing. In addition to the day reception an evening buffet must be selected.

If you choose not to cater for guests in the evening a room hire charge **from** £300.00 will be made.

Should you require a day reception only the Garden Suite and Lounge Bar must be vacated by 5.30pm

Final numbers must be advised 14 days prior to the Wedding and this will be the number used for invoicing/charging purposes.

## 2 Booking Confirmations

Provisional bookings will be held for 2 weeks, after which a deposit of £500.00 with a letter of confirmation is required.

A second deposit of £500.00 is due 6 months after booking

A further £1000.00 deposit is payable 6 months prior to the Wedding day.

We are sorry but deposits are non transferable and non refundable. Please read section 5 insurance.

## 3 Prices

Following detailed discussion and our understanding of your arrangements, the agreed prices will be confirmed in writing.

## 4 Settlement of the Account

Once you have advised us of your final numbers we will issue the final invoice. This needs to be settled 7 days prior to your wedding day.

## 5 Insurance

We strongly recommend that you take out Wedding insurance. This should cover you in the event of cancellation or postponement, but please check terms and conditions with your broker.

## 6 Accommodation

A special Wedding tariff is available for any of your guests wishing to stay the night. A maximum of 8 rooms (including the Honeymoon Suite) may be booked for one night only. Any other rooms required must be booked for a minimum of 2 nights.

Bedroom reservations should be confirmed by each guest, and a non refundable deposit of £50 will be taken at the time of booking. Normal booking conditions apply.

## 7 Wedding Cancellation Policy

The following scale of charges will be made

Cancellations more than 12 months prior to the event – deposits already paid

Cancellation more than 6 months prior to the event – £1500.00

Cancellation less than 6 months prior to the event - £2000.00

Cancellation less than 4 weeks prior to the event – 100% of the estimated total costs

# ACCOMMODATION RATES

RATES ARE PER ROOM INCLUSIVE OF FULL ENGLISH BREAKFAST AND VAT

Apr 2016 – Oct 2016

STANDARD ROOMS  
£110.00

SUPERIOR ROOMS  
£140.00

Nov 2016 – Mar 2017

STANDARD ROOMS  
£97.00

SUPERIOR ROOMS  
£127.00

Apr 2017 – Oct 2017

STANDARD ROOMS  
£110.00

SUPERIOR ROOMS  
£140.00

Nov 2017 – Mar 2018

STANDARD ROOMS  
£97.00

SUPERIOR ROOMS  
£127.00

**Please note the standard is a MAXIMUM of 8 rooms including the Bridal suite are available for 1 night stays on SATURDAY, April-Oct.**