

**Leigh Court: Wedding hire  
Menus and price list 2011**

## ROOM HIRE

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	<b>MAXIMUM CAPACITY</b>	<b>COST</b>
Ceremony followed by reception	110 seated	£500.00
Ceremony only (no reception)	110 seated	£750.00
Library Suite* (Library & Morning room)	130 dining	£1550.00
Exclusive use of Leigh Court*	252 dining	£2500.00

**All prices include VAT @ 20%**

All of the above rates apply until midnight

The Great Hall is only available for wedding ceremonies on a Saturday, Sunday and Bank holidays.

All other rooms are available on any day of the week or weekend.

**\*Clients are only guaranteed exclusive use if they have hired Leigh Court on that basis. Hire of the Library suite does not guarantee exclusive use of Leigh Court**

## BOOKING YOUR CEREMONY

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**To book your wedding ceremony, please contact the North Somerset registrars directly:**

**The Superintendent Registrar, 41 Boulevard, Weston Super Mare**

**Tel: 01934 627552**

The registrar's fee should be paid directly to the Superintendent Registrar when booking.

If you are booking a ceremony only (no reception at Leigh Court) please book this at or before 12.00pm

If you are booking a ceremony followed by a reception and/or evening party, please book this at or after 2.00pm

## MINIMUM NUMBERS

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A minimum number or minimum spend applies to wedding receptions held on certain dates in late spring/summer and December.

Full details on request.

## FLORIST

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We request that all wedding bookings use one of our in-house florists for the floral displays on the reception tables, please contact them directly.

Tilly Tomlinson – 0117 9041141

Lisa Elliott Floral Design – 0117 9732440

## MARQUEES

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The grounds of Leigh Court are perfect for a marquee – further details available on request

## CATERING AND DRINKS

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Starters	From	£10.35 per person
Main Course	From	£25.50 per person
Dessert	From	£10.00 per person
Canapé	From	£1.90 each
3 course formal buffet	From	£44.00 per person
Cheese course		£8.25 per person
Evening party buffet	From	£10.80 per person
Evening party hog roast	From	£11.50 per person (min 100)
Nibbles (served with welcome drinks)		£2.90 per person
Welcome drinks	From	£4.00 per person
Tea, coffee & herbal infusions		£1.80 per serving
House wine	From	£15.15 per bottle
Sparkling wine	From	£16.40 per bottle
Champagne	From	£44.00 per bottle
Fruit juice	From	£1.95 per glass

## MENUS

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We have worked carefully with an experienced team of chefs to create delicious contemporary menus, stylishly presented, using the finest local and seasonal produce. If you have any specific requirements please discuss these with your Event Coordinator, who would be delighted to offer help and advice if required.

Please note that some elements of our menus are seasonal so may be subject to availability.

## CANAPÉS

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*For pre-dinner please select 4 items*

*For a canapé and drinks reception please select 8 items*

### CANAPÉS

£1.90

Devil on horse back  
Duck spring rolls with hoi sin sauce dip  
Guacamole and lime barquette  
Feta, olive and rosemary quichette  
Mini spinach and almond quiche  
Parmesan and black olive shortbread  
Mini cocktail sausages and honey  
Roasted vegetable and basil tartlet  
Red onion and goats cheese quiche  
Cheese and cherry tomato crostini  
Mini savoury choux filled with vegetables  
Smoked salmon and cream cheese canapé  
Salami di Milano and provolone cheese picks  
Mini Yorkshire puddings filled with beef and horseradish cream  
Honey roast ham Vol-au-vent with walnut and honey mayonnaise  
Oriental spicy chicken with spicy pesto  
Quails eggs and lump fish caviar  
Smoked chicken and thyme samosa  
Crayfish tail croustade  
Smoked salmon and dill roulade  
Smoked ham and goats cheese mini wraps  
Pastry spoons with marinated cockles and prawns  
Mini Thai fish cakes with sweet chilli sauce  
Rolled beef and pepper mayonnaise crostini  
Lamb Carpaccio and salsa verde crostini  
Shot glasses filled with chilled Spanish gazpacho  
Parma ham, sun blushed tomato and olive crostini  
Terrine of Foie-gras on toasted brioche with shallot marmalade

# DINNER

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*Please choose one item from each course to create a menu served to all guests*

*If you wish to choose more than one item (maximum 3 choices per course) a surcharge will apply. Numbers for the pre-selected choices will be required prior to the event*

## STARTERS

### **Soups**

French onion	£9.50
Cream of asparagus	£9.50
Leek and potato soup with cheesy croutons	£9.50
Roasted tomato and basil	£9.50
Sweet potato and red pepper	£9.50
Lentil and smoked bacon	£9.50
Pea and mint	£9.50
Carrot and coriander	£9.50
Vegetable minestrone with pasta	£9.50
Lightly spiced parsnip	£9.50

### **Cold Starters**

Ham hock and herb terrine with homemade piccalilli	£10.35
Classic prawn cocktail	£10.35
Goats cheese and spinach roulade	£10.35
Roasted vegetable tartlet with herb gratine	£10.35
Chicken Caesar salad with cherry tomatoes	£10.35
Poached pear and walnut salad	£10.35
Large crostini with smoked salmon and cream cheese	£12.00
Tomato and mozzarella salad with a basil oil dressing	£12.00
Prawn and avocado salad with a lemon and dill dressing	£12.00
Carpaccio, rocket leaves and parmesan shavings	£12.00

### **Warm Starters**

Roasted vegetable tartlet with a herb gratine and pesto dressing	£10.35
Warm goat's cheese and shallot marmalade crostini	£10.35
Large Vol-au-vent of baked gammon and a creamy herb sauce	£10.35
Warm chicken liver salad with a beetroot puree	£10.35
Mini quiche Lorraine with smoked bacon	£10.35
Smoked chicken and onion parcel with baby salad leaves	£12.00
Devon style fishcake with a crème fraiche and cucumber dressing	£12.00
Fine asparagus tartlet, parmesan shavings, rocket and a balsamic dressing	£12.00
Gnocchi served with a classic pesto dressing	£12.00
Chicken and spinach quiche, baby salad leaves and balsamic dressing	£12.00

## MAIN COURSE

### *Main courses are served with seasonal vegetables unless specified*

Gloucestershire pork sausages, mustard mash and onion gravy	£25.50
Trout fillet and butter spinach, and lemon butter.	£25.50
Salmon fillet baked, served with chive beurre blanc and sauté potato	£25.50
Cod topped with herb crust and turned potato, Vichy carrots	£25.50
Roasted chicken breast with port and lemon thyme sauce and sauté potatoes	£25.50
Pork and leek pie served with roasted potatoes	£25.50
Beef and Guinness stew, roasted vegetables served with new potatoes	£25.50
Roasted chicken breast with a creamy shallot and merlot sauce with new potatoes	£25.50
Pork belly served with carrot puree and sauté potatoes	£25.50
Spiced chicken casserole served with herb cous cous	£25.50
Large quiche Lorraine with smoked bacon and salad leaves	£25.50
Filled pancake with mushroom duxelle (v)	£25.50
Creamed spinach and asparagus risotto (v)	£25.50
Summer vegetable quiche with salad leaves and a balsamic dressing (v)	£25.50
Aubergine and goats cheese mille feuille (v)	£25.50
Filled pepper with ratatouille (v)	£25.50
Polenta cake and salsa Verdi topped with roasted vegetables (v)	£25.50
Wild mushroom risotto, parmesan shavings and cherry tomatoes (v)	£25.50
Vegetarian lasagne with garlic bread (v)	£25.50
Lightly spiced vegetable curry served with naan bread and rice (v)	£25.50
Five bean and potato ragout (v)	£25.50
Corn fed chicken breast red onion marmalade, rosemary jus and herb mash	£28.20
Confit of duck leg served with sauté potatoes and wild mushroom sauce	£28.20
Roasted Leg of lamb, roasted potatoes and a red wine gravy	£28.20
Grilled fillet of beef, peppercorn sauce and dauphinoise potatoes	£34.15

## DESSERTS

### **Warm**

Steamed chocolate pudding with a chocolate sauce	£10.00
Sticky toffee pudding with a toffee sauce	£10.00
Warm cinnamon and pear steamed pudding with a vanilla cream	£10.00
Fruit of the month crumble with custard	£10.00
Chocolate fondant served with a vanilla cream	£10.00
Apple tarte tatin and pear puree	£10.00
Warm fruit sabayon	£10.00
Peach flan served with a strawberry coulis	£10.00
Apple and pear frangipane tart served with crème anglaise	£10.00
Treacle sponge pudding served with custard	£10.00

### **Cold**

Seasonal fruit tartlet and fruit coulis	£10.00
Classic lemon tart and citrus sauce	£10.00
Double chocolate terrine and crème anglaise	£10.00
Individual tiramisu	£10.00
Madagascar vanilla cheesecake served with a strawberry sauce	£10.00
Crème brûlée	£10.00
Fresh fruit pate, short bread biscuit served with clotted cream	£10.00
Strawberry cheesecake with a summer fruit coulis	£10.00
Sorbet served in a brandy snap basket	£10.00
Chocolate tart served with organic cream	£10.00

## CHILDREN'S MENU

A half portion of the adult starter, main course and dessert can be served to children under 12.	£16.30
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## OPTIONAL EXTRAS

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*Add these items to your wedding breakfast to enhance your menu and provide an extra treat for your guests*

**CHEESE COURSE** £8.25

A selection of cheese and biscuits served with grapes, celery and chutney

**CHOCOLATE PLATTER** £4.80

A selection of truffles, fudge and amaretti biscuits

**SORBET COURSE** £4.50

A choice of refreshing flavours, served in a champagne flute. Please ask for details

**AMUSE-BOUCHE** £4.50

Mini soups served prior to your starter. Please ask for details

### **CHEESE WEDDING CAKE**

We can provide wedding cakes made with whole cheeses, which can then be served during your evening party as cheese platters with biscuits, celery, grapes and chutney.

Please ask your Event Coordinator for details and prices

## FORMAL BUFFET

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*Plated starters and desserts are served to the dining tables, the Bridal party and guests are invited to a buffet to be served main course.*

**2 course - £33.50**

**3 course - £44.00**

### STARTER

*Please select one starter from the list below*

Ham hock and herb terrine with homemade piccalilli  
Classic prawn cocktail  
Goats cheese and spinach roulade  
Roasted vegetable tartlet with herb gratine  
Chicken Caesar salad with cherry tomatoes  
Poached pear and walnut salad  
Roasted vegetable tartlet with a herb gratine and pesto dressing  
Warm goats cheese and shallot marmalade crostini  
Large Vol-au-vent of baked gammon and a creamy herb sauce  
Warm chicken liver salad with a beetroot puree  
Mini quiche Lorraine with smoked bacon

### MAIN DISHES

*Please choose up to three dishes from the hot or cold buffet menus below*

#### HOT BUFFET

Sauté of lamb with root vegetables  
Chicken breast with white wine and thyme sauce  
Pork loin with mushroom sauce  
Shepherd's pie  
Bouillabaisse of fish  
Veal scaloppini with a port sauce  
Mediterranean vegetable casserole  
Lasagne di carne  
Venison sausages with red onion gravy  
Sauté of boeuf bourguignon  
Chicken and mushroom casserole  
Seafood paella  
Devon fish pie  
Confit of duck cassoulet  
Aubergine layer and vegetable ratatouille  
Grilled gammon steak with white wine sauce  
Baked salmon fillet with basil cream sauce

#### COLD BUFFET

Coronation chicken  
A selection of vegetarian quiche (v)  
Honey roasted ham  
Chicken, mango and spring onion  
Roasted sirloin of beef  
Goats cheese and spinach roulade  
Herb chicken Provencal  
Italian style antipasto

## **SALADS AND VEGETABLES**

*Please also select up to three dishes from the menu below, we recommend that one option is rice/*

*potatoes/cous cous*

Greek salad

Lemon potatoes

Pasta, pesto and olives

Green salad

Tomato and basil

Apple, celery and walnut

Roasted vegetables

Spicy tabbouleh

Classic rice salad

Coleslaw

Rice and dried fruit

Potato, mayonnaise and chive

Cous cous and coconut

Salad niçoise

Cucumber, tomato and red onion

Tomato and mozzarella

Sausage, smoked bacon and potato

Chinese style noodle salad

## **Desserts**

Lemon tart

Vanilla cheesecake

Fresh fruit salad

White chocolate tartlet

Banoffee pie

Apple crumble

Mixed berry plate

Summer fruit pudding

Strawberry and cream

Crème brûlée

Profiteroles

Éclairs (chocolate or coffee)

Apple and calvados tart

Double chocolate cake

Eton mess

Lemon cheesecake

Chocolate fudge cake

Tea, coffee and herbal infusions

## **HOG ROAST**

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Hog roast, crackling, stuffing and apple sauce, served with 3 salads and a dessert from the buffet menus

£32.70

## EVENING PARTY MENUS

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*We recommend providing catering for a minimum 75% of the total number of guests attending your evening party. Please discuss this with your Event Coordinator who will offer advice on quantities and timings*

### **BACON & SAUSAGE BAGUETTE** £5.90

Warm bacon & sausage rolls served with brown sauce and ketchup  
Veggie sausages in crusty baguettes

### **FILLED BAGUETTES** £7.10

Freshly baked baguettes filled with (please choose one)

- warm honey roasted ham
- roast beef
- roast pork,

Served with sauces and relish

### **PLOUGHMANS PLATTER** £8.80

Cheese & pate, served with fresh bread and crackers, celery, grapes  
Chutney & pickles

### **FINGER BUFFET A** £10.80

Selection of sandwiches

Mini cut wraps

Vegetable samosas

Sausage roll

Crudités and dips

### **FINGER BUFFET B** £13.40

Selection of sandwiches

Smoked chicken and thyme samosas

Goats Cheese and Tomato ciabatta

Lamb kofta

Mini quiches

Mini mince pork and herb kebab

### **PASTIES\*** £5.90

Freshly baked Cornish pasties

Cheese and onion pasties (v)

### **HOG ROAST\***

Local organic hog roast, served in soft bread rolls with crackling,  
stuffing & apple sauce.

£11.50

*\*Pasties and Hog roast must be ordered for the full number of guests attending your evening party*

**Cont.....barbecue menu**

## **BARBECUE**

£20.00

### **Section 1 – please select 2 items from the list below**

Chilli sausage  
Tomato sausage  
Pork and leek sausage  
Pork and apple sausage  
Cumberland sausage  
Pork sausage  
Beef sausage  
Hand made quality beef burgers

### **Section 2 – please select 3 items from the list below**

Lamb marinated in mint sauce  
Peppered beef steak  
Pork in hoisin sauce  
Gammon steak with orange and pineapple chilli sauce  
Breast of chicken in lemon marinade  
Seafood kebabs - king prawns monk fish and scallops with garlic dipping sauce  
Courgettes with peppers and quorn sausage (v)  
Garlic mushroom (v)  
Whole corn on the cob cooked with butter and garlic (v)  
Vegetarian bean burgers (v)  
Stuffed tomato with feta cheese and crispy bread crumbs (v)

**All of the above are served with coleslaw, mixed leaf salad, bread rolls, onions, relish, brown sauce, French and English mustard**

## DRINKS

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Pimms – Pimms no. 1 and lemonade served chilled in a tall glass with cucumber and mint garnish	£4.00
Winter Pimms – Winter Pimms and warm apple juice served with sliced orange & apple	£4.00
Bucks Fizz – Sparkling wine and orange juice	£4.00
Kir Royale – Champagne with a blush of cassis	£4.75
Mulled Wine – A warm infusion of red wine, mixed spice and citrus fruits	£4.00
Fruit Punch – A blend of chilled fruit juices and lemonade	£2.05
Fresh Fruit Juice – Apple, Orange, Cranberry or Pineapple	£1.95/glass

Any Champagne or Sparkling wine from the wine list can be served as a welcome drink, these will be charged per bottle (5 glasses per bottle) based on the number of guests.

**CORKAGE** (charged per person & based on ALL adult guests attending) £10.50 / person

If you would like to provide your own Champagne, sparkling wine or still wine (all 70cl bottles)

you can do so up to a maximum limit of one and a half bottles per guest, in total.

All bottles will be opened as required, until toast drinks are served; any unopened bottles remaining after this time will be returned to the client.

BYO wine will not be served during your evening party.

Please discuss your individual requirements with your Event co-ordinator.

### NON-ALCOHOLIC ALTERNATIVES

A non-alcoholic, sparkling grape juice is available for welcome drinks, table wine or toast drinks @ £5.00 per 70cl bottle.

**Bottled water @ £3.60 per 70cl bottle**

### NIBBLES

Served with welcome drinks – A selection of salted pretzels, pistachio nuts, cashew nuts, cheese straws, bread sticks and olives

£2.90

### POPCORN OR MARSHMALLOW SKEWERS

£3.60

Great treat for children or just a bit of fun for the grown ups

## WINE LIST

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### CHAMPAGNE & SPARKLING WINE

Bin

- |   |  |               |
|---|--|---------------|
| 1 | <b>Louis Dornier et Fils Brut</b> <i>France</i><br>Very stylish with a pronounced, biscuity flavour and a fine, elegant bouquet. A result of good bottle maturation.   | <b>£44.00</b> |
| 2 | <b>Moet &amp; Chandon Brut Imperial</b> <i>France</i><br>A well know blend of older reserves with young wines to ensure a consistency of this flowery aroma and warm biscuit hints   | <b>£48.20</b> |
| 3 | <b>Pigalle Brut</b> <i>France</i><br>Soft and fruity with a touch of crisp apple and nectarine on the palate. This easy-drinking, sparkling wine is made by the 'cuve close' method so that it produces a natural sparkle. | <b>£16.40</b> |
| 4 | <b>Berri Estates Cuvée Brut, SE Australia</b> <i>Australia</i><br>Soft and sparkling with a lively effervescence, a perfect combination of fruit and acidity. Approachable and easy-drinking with a good length.           | <b>£18.05</b> |
| 5 | <b>Hardys Stamp of Australia Chardonnay-Pinot Noir, SE Australia</b> <i>Australia</i><br>Crisp, with lifted citrus Chardonnay and strawberry-like Pinot Noir, soft and flavoursome with a creamy texture.                  | <b>£18.55</b> |
| 6 | <b>Codorniu Pinot Noir Brut Rose, Cava</b> <i>Spain</i><br>A delicious style of ripe summer fruit aromas so typical of a well made Pinot Noir  | <b>£21.55</b> |

## WHITE WINE

Bin

- |    |   |               |
|----|---|---------------|
| 7  | <b>Kumala Chenin Blanc-Chardonnay</b> <i>South Africa</i><br>A crisp, easy-drinking, dry white with lots of fresh citrusy flavours from the Chenin, to match the butteriness of the Chardonnay  | <b>£15.80</b> |
| 8  | <b>Hardys 'The Riddle' Chardonnay-Semillon, SE Australia</b> <i>Australia</i><br>A popular blend, combining a soft creamy texture with lime flavours and subtle oak characters that deliver a crisp dry white wine.   | <b>£15.80</b> |
| 9  | <b>Pinot Grigio Provincia di Pavia, Collezione Marchesini</b> <i>Italy</i><br>Lovely buttery style with typical pear fruit. Grapes are fermented in stainless steel tanks with a long fermentation to enhance the rich style.   | <b>£15.80</b> |
| 10 | <b>Touraine Sauvignon, Domaine Trotignon</b> <i>France</i><br>Deliciously prominent gooseberry fruit flavours and an appealing freshness. This wine has a long finish and is an excellent example of Loire Sauvignon Blanc.   | <b>£18.55</b> |
| 11 | <b>Faustino VII Rioja Blanco</b> <i>Spain</i><br>Pure Viura, cool fermented in stainless steel. Crisp, apple flavour with a delicate spicy aftertaste.  | <b>£17.95</b> |
| 12 | <b>Dos Hermanos Fair Trade Sauvignon Blanc, Curico</b> <i>Chile</i><br>Fresh and zesty, bottled young to capture the natural, aromatic characteristics and acidity typical of this variety. Made from grapes from growers paid according to FairTrade Organisation principles | <b>£16.70</b> |
| 13 | <b>Vidal Estate Sauvignon Blanc, Marlborough</b> <i>New Zealand</i><br>A classic crisp, herbaceous style of Sauvignon Blanc, mingled with passion fruit & melon flavours. A complex wine with great intensity and length  | <b>£20.70</b> |
| 14 | <b>Bourgogne Chardonnay Couvent des Jacobins, Louis Jadot</b> <i>France</i><br>This mainly Côte d'Or sourced wine is matured in oak barrels. It has a full rich, buttery Chardonnay nose and a crisp, well balanced palate  | <b>£24.10</b> |

## ROSE WINE

Bin

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|----|--|---------------|
| 15 | <b>Hardys Riddle Cabernet-Grenache, SE Australia</b> <i>Australia</i><br>Aromas of ripe strawberry with floral, rose petal overtones. Light bodied on the palate, with soft, sweet berry fruit flavours. | <b>£15.80</b> |
| 16 | <b>Vidal Estate Merlot Rose, Hawkes Bay</b> <i>New Zealand</i><br>Vibrant rose colour and off-dry style, with crisp acidity and fresh lingering summer-fruit aromas and flavours.                        | <b>£20.00</b> |

## RED WINE

Bin

- |    |  |               |
|----|--|---------------|
| 17 | <b>Kumala Pinotage-Shiraz, Western Cape</b> <i>South Africa</i><br>Rich and plummy with good fruit, spicy character and a touch of vanilla-oak in the finish.<br>From two of South Africa's most popular varieties.  | <b>£15.15</b> |
| 18 | <b>Finca Flichman Malbec, Mendoza</b> <i>Argentina</i><br>Full-bodied and well structured, with a typically strong, peppery nose and a slight earthy palate  | <b>£15.80</b> |
| 19 | <b>Hardys 'The Riddle' Shiraz-Cabernet, SE Australia</b> <i>Australia</i><br>A classic Australian blend, spicy pepper, raspberry and cherry fruit of the Shiraz and the blackcurrant, capsicum and mint of the Cabernet. Lightly oaked, a soft finish with mellow tannins.                                     | <b>£15.80</b> |
| 20 | <b>Don Jacobo Crianza Rioja Tinto, Bodegas Corral</b> <i>Spain</i><br>A rich, full-bodied red made in the traditional way, with at least one year of oak ageing. It has a bright raspberry and cherry fruit character and a silky smooth finish.   | <b>£20.50</b> |
| 21 | <b>Château Haut Roudier, Bordeaux</b> <i>France</i><br>Deep cherry red with coulis-style berry fruit. The nose shows finesse and freshness and the palate is characterised by soft berry fruit picked at optimal maturity. Soft on the palate with a fine balance and full finish.                             | <b>£16.40</b> |
| 22 | <b>Torres Coronas Tempranillo</b> <i>Spain</i><br>From mostly Tempranillo grapes with a small amount of Cabernet Sauvignon to add structure, aged in American oak for 9 months, producing a medium-bodied and rich wine.   | <b>£18.15</b> |
| 23 | <b>Dos Hermanos, Fair Trade Carmenere, Curico</b> <i>Chile</i><br>Full and flavoursome with rich, spicy fruit and good structure using the unusual Carmenere grape, a Bordeaux variety now found only in Chile. The grapes are sourced from growers paid in accordance with FairTrade Organisation principles. | <b>£19.30</b> |
| 24 | <b>Vidal Estates Merlot, Hawkes Bay</b> <i>New Zealand</i><br>Fully ripe plum aromas coupled with soft, smoky oak from the barrique maturation, combine with rich, black cherry and red berry fruit flavours and fine-grained tannins on the finish.   | <b>£21.15</b> |

# TERMS AND CONDITIONS FOR THE BOOKING OF A WEDDING

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*Leigh Court Events & facilities are operated by GWE Business West, hereafter referred to as LC.*

## QUOTES

Quotes are based on current prices and guaranteed for 30 days from date of issue. All tariffs and charges are subject to change without prior notice and are at the discretion of LC.

## CONFIRMATION

All bookings must be confirmed in writing or by email by completion of the LC confirmation form. The individual in whose name the booking is made will be considered the Client, and shall be jointly and severally liable in respect of the booking and related costs. The final number of guests must be notified to LC not less than 14 days prior to the event. *The amount payable by the Client shall be calculated on this final number or the number actually attending, whichever is the greater*

## DEPOSIT

A non-refundable deposit will be invoiced following receipt of the completed confirmation form, this deposit; together with the LC contact will be due for payment 30 days from invoice date. Should the Client fail to pay such a deposit within the required timescale, LC may treat the booking as having been cancelled by the Client.

## PRO FORMA AND FINAL PAYMENT

A pro-forma invoice for the balance of the account will be issued for payment eight weeks prior to when the event is scheduled to take place. Payment must be made in full no later than four weeks before the date of the event; otherwise LC may treat the booking as having been cancelled by the Client.

A final VAT invoice will be sent immediately after the event. Any amount representing the supply of additional services, goods or damage to premises, furnishings and equipment not covered by the order will be invoiced immediately after the event. Payment will be required within 30 days. Any outstanding balance remaining unpaid after 30 days may attract additional charges.

## CANCELLATION

All cancellations must be made in writing to LC. If made within the time scales set out below, the following charges will be made:

### ***Time before the Event***

Less than six months	25% of agreed order at the time of confirmation
Less than three months	75% of agreed order at the time of confirmation
Less than one month	100% of agreed order at the time of confirmation

LC may cancel any booking at any time not later than three calendar months prior to the wedding date. LC may do so without stating a reason and shall refund any deposit paid but shall not be liable to pay any compensation to the Client in respect of any such cancellation.

## GUESTS

An estimate of the number of guests must be given at time of booking, together with details of any special requirements such as diet. LC reserves the right to refuse admission at all times at its discretion at any point during the event.

The Client shall be responsible for all persons who attend the event and for their behaviour at all times and shall be responsible for any damage caused to the premises, its furnishings or equipment. The Client will be made aware either immediately or not later than 48 hours after the event, of any chargeable damage and an invoice will be raised. The Client may be required to ask any guest or guests to leave the premises at the request of the Events Manager or any other senior member of LC staff. LC reserves the right at all times to remove any person who, in its view, is not behaving appropriately.

**LIABILITY**

LC shall not be responsible for any loss or damage to any property belonging to or brought onto its premises by any person. Save as required by law, LC is not responsible or liable for any injury or any other loss or claim whatsoever by or to any person on its premises.

LC shall not be responsible for any loss due to mechanical breakdown, failure in electricity supply, flood, fire, Government restriction or force majeure which may cause the premises to be temporarily closed or the event interrupted. No signs or other items shall be placed outside or affixed to any part of LC's premises by any means without the prior consent of LC. The client shall be responsible for any damage caused to the allocated rooms by any act, default or neglect of the Client, subcontractor or guests, and the Client shall pay to LC on demand the amount required to make good any such damage.

The Client shall indemnify LC, its agents and employees and assigns from and against all/any liabilities, losses, damage, claims and expenses (including but not limited to legal expenses) of any nature relating to or arising out of any failure of the Client to perform or comply or procure compliance with the terms of the booking and its legal obligations generally.

**SUBLETTING**

The Client shall not sub-let the hired rooms.

**TIMES OF HIRE**

Unless otherwise stated the hire of all rooms is for the following periods:

***Ceremony only – access one hour prior to ceremony and one hour after ceremony for photographs.***

***Day Hire (no evening party): 1 hour prior to agreed arrival time until 6.00 pm***

***Day and Evening Hire: 1 hour prior to agreed arrival time until 12.00am***

Events are required to finish at the times agreed when the booking was confirmed. *Extensions to these times, should they be possible, will incur additional charges at an hourly rate of 20% of the room hire cost.*

**BAR OPENING TIMES**

Without exception, the bar will remain open until 12 midnight with half an hour 'drinking up' time. All guests will be requested to vacate Leigh Court premises by this time.

**SMOKING POLICY**

Smoking is only permitted in the grounds of Leigh Court or designated, signposted, smoking areas.

**FIREWORKS & NOISE NUISANCE**

Due to restrictions imposed by North Somerset Council and the Environment Protection Act 1990 – Section 80, Leigh Court will only permit fireworks to be fired prior to 10pm by our authorised supplier, details available on request. Noise from amplified music must be kept at an acceptable level.

**GENERAL**

LC reserves the right to assign any booking as it may determine. The Client will not be guaranteed exclusive use of the premises or grounds of Leigh Court unless otherwise purchased on that basis and confirmed by LC in the contract letter. LC shall not be responsible for any charges relating to services booked directly by the Client or any third party whatsoever.

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

I/We confirm our booking for the above and have read, understood and accept your Terms and Conditions of Trading

Signed \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_