Moresby Hall Hotel
all-inclusive wedding package

Host 20 guests to the ceremony and the wedding breakfast and 40 evening guests
Price includes the Bronze Menu, Drinks package and evening Finger Buffet menu, table centres, cream chair sashes, and cream table linen.

£2750.00

Extra day guests charged at £58.50
Extra evening guests £28.00

To reserve and confirm a Wedding Celebration at Moresby Hall Hotel please complete and return this signed booking form along with the appropriate signed Wedding Reception Terms and Conditions, see below, and the required deposit.

Wedding Couple Details
Name of bride and groom: ……
Address: .....
Post code: .....
Home Tel No: ..... Mobile No: ……
Email Address: .....
Client Details (The client is the person responsible for payment of the hotel account):
Mr / Mrs: ……..... First Name: ……..... Surname: ……
Client Address: .....
Client Post code: .....
Client home Tel No: .....
Client mobile No: ……
Client Email Address: .....

Wedding Details
Date of Wedding: .....
Deposit included:
(Security deposit £500.00, plus any part payment due if it falls within the payment period prior to Wedding Date)
Total Amount Due: .....

Accommodation required
Double rooms: ……
Twin rooms: ……..
Family rooms: ……..
A £10 non refundable deposit is required to reserve each room.
Total Amount Due .....
The balance of £ ..... is required at least 4 weeks prior to the date of the Wedding or we reserve the right to cancel unpaid rooms.

Please note:
Once the booking form has been completed and signed and the initial deposit has been received all terms and conditions apply.

I confirm the booking of the above wedding and agree to the Terms & Conditions.
Client Signature: .....
Please print: ……
Date Signed: .....

A provisional booking can be placed on a date for 14 days without deposit. This time can be used to ensure your chosen wedding venue and/or registrars are available for that date. VAT at standard rate is included in the price.

Following 14 days, a deposit of £500.00 is required to reserve the date with a completed booking form, which will be held until after the event and released minus any incidentals. This deposit signifies the acknowledgement of shared liability between both parties. A further £500.00 is required 6 months prior.

All deposits are non-refundable. All requirements and/or amendments must be made in writing. We recommend that an insurance policy is taken out to cover any unlikely eventuality.

In the event of a cancellation, the following charges will apply. The deposit will not be deducted from these charges and is non-returnable under any circumstances.

Cancellation in excess of 12 months will incur no charge. Cancellation 6-12 months prior to your event will incur a charge of 35% of the total value of the booking. Cancellation 4-6 months prior to your event will incur a charge of 50% of the total value of the booking. Cancellation less than 4 months prior to your event will incur a charge of 100% of the total value of the booking.

The value of your booking will be calculated using the lowest priced 3 course breakfast option, lowest priced drinks package and the lowest priced buffet within the wedding package, based on the numbers provided when confirming your booking. All prices in the package are current and subject to change. Prices will be up dated on our website in January each year & the new prices will be applied to your account.

Final numbers are required 6 months prior to your event and form the basis for your proforma account. Bedrooms on hold for functions will be released 4 weeks prior to the function if not confirmed in writing or by credit card. All accounts must be settled in full 28 days prior to your event. Please be advised that any damage to the hotel or its property during your event, you, as the customer will be held responsible. A charge will be raised to carry out any such repairs.

Once the booking procedure has been followed, the functionsuite will be reserved for your sole use throughout theduration of your function. All entertainment for the evening should finish prior to 1am, unless otherwise agreed, at which point last drinks will be served and the bar closed.

All guests are required to vacate the premises by 1.30am, unless otherwise agreed in writing. Prior consent of the hotel must be sought for any entertainment or service contracted for the function by the client. The hotel reserves the right to judge acceptable levels of noise or behaviour of the clients, guests or representatives and the client must take all necessary action to correct.

In the event of failure to comply with management requests, the hotel reserves the right to terminate the contract and stop the event without being liable for any refund or compensation. Only food and drink purchased on the premises may be consumed. The hotel cannot be held responsible for the quality of food if not served at the scheduled time due to late arrival.

It is the responsibility of the bride and groom to ensure guests do not bring food and drink onto the premises. A charge will be applied and deducted from your deposit should this not be adhered to. In extreme circumstances we reserve the right to bring the evening to an early finish. At the absolute and unfettered discretion of the hotel any function may be cancelled by the hotel even if paid in full, if the hotel has reasonable grounds for believing that the holding of such function would prejudice the reputation, good name, or standing of the hotel. We agree to the above Terms and Conditions as stated above.

Date of Wedding: .....
Estimated Numbers:.....Day .....Night
Signed by Bride or Groom: .....
Printed Name of Bride or Groom:.....