

Congratulations

May we take this opportunity to congratulate you both on your forthcoming wedding and extend our very best wishes for the future.

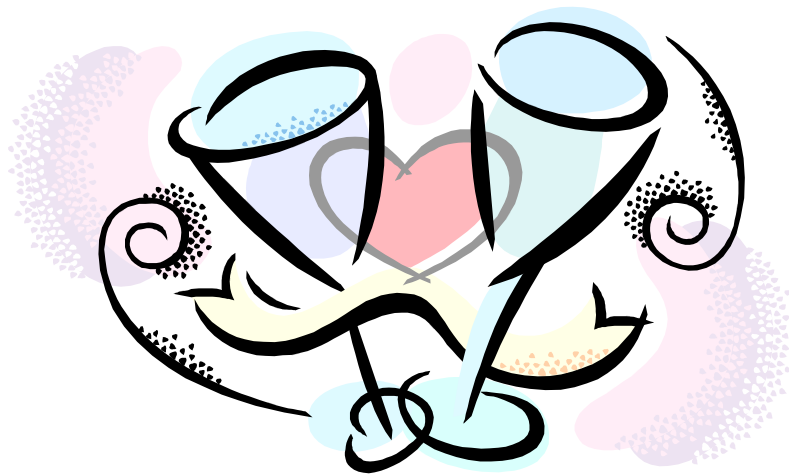
Your wedding is one of the most important days of your lives and we at the Best Western Tiverton Hotel would like to help make your day a truly memorable occasion.

We are proud of our reputation for offering the best facilities for your wedding reception and great care has been taken in the creation of our wedding packages.

We are happy to help with your choice of menu, wines and seating arrangements, floral decorations, band or disco or any special requirements you may have, leaving you free to enjoy your special day.

Rest assured, we care as much about the success of your day as you do. Read on to see just what our wedding packages offer and leave the rest to us!

From all at the Best Western Tiverton Hotel



General Information

Prior to your wedding we would be delighted to show you and your families around the Hotel and discuss any arrangements to tailor-make your wedding in order to suit your requirements. We provide exactly the right surroundings, atmosphere and friendly skilled staff to enable you to simply relax and enjoy your special day.

Menus

You will find a wide and varied selection of dishes enabling you to create your own menu. However if you have any special preferences we should be delighted to assist you. We also cater for guests with dietary needs and all we ask is that you let us know well in advance of the day.

Crystal and Topaz Suites

Our dedicated function rooms, the Crystal and Topaz Suites, cater for all sizes of Wedding Receptions whether you are expecting 20 or 200 guests. The Crystal Suite has it's own sprung dance floor, each room has a private bar for your use and both are licensed for music and dancing until 1.00 a.m. We can arrange a disco or a live band depending on your requirements (*please ask for a quote*) or alternatively you may wish to bring in your own entertainment.

Civil Ceremony Room Hire

We have a number of rooms licensed for Civil Marriage Ceremonies each of which can seat a various number of guests. The maximum seating capacities and the room hire rates for each room are as follows: (*Please Note: the room hire charges refer to the hire of the room for the ceremony only.*)

<u>Licensed Room</u>	<u>Max. Seating Capacities</u>	<u>Room Hire Rate</u>
Crystal Suite	250	£250.00
Topaz Suite	60	£250.00
Twyford Suite	50	£250.00
Gallery Restaurant	100	£350.00

Civil Ceremony Information

As soon as you have made the provisional arrangements for your wedding ceremony to be held at The Tiverton Hotel you will need to arrange an appointment with the Superintendent Registrar Mrs Lesley John who is based at:

The Great House
1 St Peter Street
Tiverton
Devon
EX16 6NE
Telephone Number: 0845 155 1002

Mrs John will discuss the proposed civil ceremony with you and confirm whether she is available to conduct your marriage on the date and time you require. The Register Office is open Monday – Friday 0930 –1300 (the office is closed on Wednesdays however).

A marriage cannot take place without the Superintendent Registrar and the Registrar being present and a separate fee is payable to them for their attendance.

When you have agreed a date and time with Mrs John you will need to confirm the arrangements with us and finalise the booking details.

You are required by law to give notice of marriage to the Superintendent Registrar of the district in which you live. This notice must be given in person by you both and is valid for 12 months. You should therefore make an appointment to attend your local office.

You should be aware that any arrangements made for a marriage at The Tiverton Hotel are dependent on 2 things:

- 1) The attendance of the Superintendent Registrar and Registrar for Mid Devon District
- 2) The issue of authority or authorities for the marriage, by the Superintendent Registrar to whom notice has been given

When notice is given in a different registration district from the one where the marriage is to take place, the authority will have to be collected and delivered before the wedding to Mrs John.

The Superintendent Registrar can permit only a civil, non-religious ceremony. Any music, readings, works or performances, which form any part of the ceremony must be secular and the content agreed in advance with Mrs John.

Please note: *The General Public cannot be excluded from the ceremony.
No food or drink can be permitted in the ceremony room.*

Tiara and Tails

Wedding Breakfast

£25.00 per person

The price includes for each guest:

- 3-Course Menu (starter, main course and dessert) with Freshly Filtered Coffee & Crisp Mints
(*Design your own menu from the table on page 6.*)

Additional Extras included with this package:

- Complimentary overnight en-suite accommodation and breakfast for the Bride and Groom
- Sparkling Wine and Chocolates in the Bride and Groom's room
- A Red Carpet Welcome
- Use of Grounds for Photographs
- Hotel Representative to act as Master of Ceremonies
- Personalised Printed Menus for each table
- Flower Posy for each table
- Paper Napkins in the colour of your choice (subject to availability)
- Cake Table, Cake Stand and Knife
- Private Bar for Wedding Guests exclusive use
- Vegetarian alternatives available
- Room Hire
- Special Rates for Wedding Guests for overnight accommodation and breakfast
(*2010 Rates: £47.50 per person when sharing a double or twin room
£57.50 per person for a single room*)
- Special discounts for children under 12 years
- VAT included in price

Optional Extras

- Canapés on arrival - £3.25 per person
- Petits Fours with Coffee- £3.25 per person
- Cheese and Biscuits as an extra course - £3.50 per person



Pearls and Lace Wedding Breakfast

£30.00 per person

The price includes for each guest:

- 3-Course Menu (choice of 2 starters, 2 main courses and 2 desserts) with Freshly Filtered Coffee and Crisp Mints
(*Design your own menu from the table on page 6*)

Additional Extras included with this package:

- Complimentary overnight en-suite accommodation and breakfast for the Bride and Groom
- Bottle of Champagne and Chocolates in the Bride and Groom's room
- A Red Carpet Welcome
- Use of Grounds for Photographs
- Hotel Representative to act as Master of Ceremonies
- Personalised Printed Menus for each table
- Flower Posy for each table
- White Linen Napkins (other colours available to hire - subject to availability)
- Cake Table, Cake Stand and Knife
- Private Bar for Wedding Guests exclusive use
- Vegetarian alternatives available
- Room Hire
- Special Rates for Wedding Guests for overnight accommodation and breakfast
(*2010 Rates: £47.50 per person when sharing a double or twin room
£57.50 per person for a single room*)
- Special discounts for children under 12 years
- VAT included in price

Optional Extras

- Canapés on arrival - £3.25 per person
- Petits Fours with Coffee- £3.25 per person
- Cheese and Biscuits as an extra course - £3.50 per person



Menu Selector

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Tiara and Tails</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Pearls and Lace</p>	<p style="text-align: center;"><u>Starters</u></p> <p>Choose 1 of the following (Tiara & Tails) Choose 2 of the following (Pearls & Lace)</p>	<p style="text-align: center;"><u>Main Courses</u></p> <p>Choose 1 of the following (Tiara & Tails) Choose 2 of the following (Pearls & Lace)</p>	<p style="text-align: center;"><u>Desserts</u></p> <p>Choose 1 of the following (Tiara & Tails) Choose 2 of the following (Pearls & Lace)</p>
	<p>Breaded Camembert on Cranberry Chutney</p> <p>Home-made Carrot and Coriander Soup</p> <p>Salmon Paté with a Lemon Salad</p> <p>Duck & Green Peppercorn Terrine with Herb Oil</p> <p>Melon and Strawberry Salad</p> <p>Smoked Haddock & Spring Onion Fishcake with Lemon Mayonnaise</p>	<p>Chicken Supreme with a Wild Mushroom Sauce</p> <p>Topside of Beef with Yorkshire Pudding</p> <p>Roast Turkey with all the Trimmings</p> <p>Roast Loin of Pork with a Spring Onion Cream Sauce</p> <p>Grilled Fillet of Trout with Toasted Almond Flakes</p>	<p>Lemon Meringue Pie with Fruit Coulis</p> <p>Warm Apple Pie</p> <p>Apricot Frangipane</p> <p>Fresh Fruit Salad</p> <p>Profiteroles with Chocolate Sauce</p> <p>Warm Bakewell Tart with Custard</p>
	<p>Crab and Rocket Salad with a Ginger and Olive Oil Dressing</p> <p>Leek and Potato Soup with Crème Fraiche</p> <p>Melon and Parma Ham Salad</p> <p>Smoked Salmon Salad with Balsamic Dressing</p> <p>Cold Asparagus Spears with a Thyme and Rosemary Dressing and Parmesan Shavings</p> <p>Baked Portobello Mushroom topped with Goats Cheese and Tomato Salsa</p>	<p>Chicken Supreme filled with Brie, wrapped in Bacon and served with an Asparagus Cream Sauce</p> <p>3-bone Rack of Lamb with a Thyme & Rosemary Jus</p> <p>Roast Duck served with an Orange and Thyme Sauce</p> <p>Fillet of Beef served with a Port Wine Glaze</p> <p>Grilled Salmon Fillet served with a Champagne Sauce</p>	<p>Warm Sticky Chocolate Pudding with Vanilla Ice Cream</p> <p>Strawberries and Clotted Cream</p> <p>Banoffie Pie</p> <p>Lemon Marquise</p> <p>Raspberry Pavlova</p> <p>Dark Chocolate Mousse</p>

Drinks Packages

Satin Drinks Package

£11.00 per person

The price includes for each guest:

- Arrival drink (choose from the drinks package selector below)
- 1 glass of house red or white wine during the meal (choose from the drinks package table below)
- Glass of sparkling wine for the toast
- A soft drink alternative is available for children at half the adult price

Silk Drinks Package

£15.00 per person

The price includes for each guest:

- Arrival drink – choice of 2 (choose from the drinks package table below)
- 2 glasses of red or white wine during the meal (choose from the drinks package selector below)
- Glass of champagne for the toast
- A soft drink alternative is available for children at half the adult package price

Drinks Package Selector

		<u>Arrival Drink</u>	<u>Wine with Meal</u>	<u>Toast</u>
S i l k	S a t i n	<i>Satin</i> Choose 1 from the following	Choose from the following:	
		<i>Silk</i> Choose 2 from the following		
		Glass of House Red or White Wine Glass of Sherry	House White Wine House Red Wine	Glass of Sparkling Wine
		Glass of Pimms Glass of Bucks Fizz	Chardonnay Merlot	Glass of Champagne

Corkage

Alternatively you may decide to bring in your own Wines or Champagne. In these circumstances the Hotel will charge corkage as follows:

- Wine - £7.50 per bottle
- Sparkling Wine - £10.00 per bottle
- Champagne - £12.00 per bottle

Evening Buffet Selector

Create your own Finger Buffet from the list of items available below:

5 items - £9.00 per person

7 items - £10.50 per person

9 items - £13.00 per person

(A price for further items is available on request)

- Freshly Cut Assorted Sandwiches (to include vegetarian)
- Spicy Chicken Wings with Garlic Mayonnaise
- Ginger and Lemongrass Chicken Sticks
- Dim Sum
- Salmon Bites (Salmon pieces coated in Breadcrumbs)
- Cornish Pasties
- Sausage Rolls
- Spinach and Ricotta Quiche
- Cheese Lattice
- Vegetable Spring Rolls
- Garlic and Ginger Prawns
- Garlic Bread
- Spicy Potato Wedges



Wedding Terms and Conditions

1. Confirmation and Deposits

After initial contact with the Hotel, the booking will be held provisionally for 14 days. After which, confirmation and a £400.00 deposit is required to secure the day. All dates are considered provisional until a deposit has been received. The Best Western Tiverton Hotel reserves the right to automatically release any un-confirmed booking held after 2 weeks although we would contact you prior to this action.

2. Payment and Settlement of Account

Half the agreed final balance is to be paid 3 months prior to the event. Full payment to be paid 4 weeks prior to the event. Any additional costs incurred on the day will be invoiced to the client for which we require settlement within 30 days. The Hotel accepts cash, cheques and most credit cards.

3. Final Numbers

Final numbers for the event must be confirmed with the Hotel 4 weeks prior to the event along with the final payment.

4. Cancellation

All deposits and pre-payments are non-refundable although it may be possible to transfer the payments to another date. We advise that you take out Insurance Cover for the Wedding Reception. Please ask for further details and information.

5. Insurance

The Best Western Tiverton Hotel cannot be held responsible for the damage or loss of items before, during or after the function. You might consider arranging Insurance Cover for this as well as for cancellation.

6. Damage

The organisers of the function will be held responsible for any damage sustained to Best Western Tiverton Hotel property by themselves or their guests.

7. Prices

All prices are correct at the time of going to print.

8. Food and Drink

All food and drink must be purchased from The Best Western Tiverton Hotel with the exception of the Wedding Cake and Bottles of Wine and Champagne.

9. Children

Children aged 3 - 12 years will be charged at 50% of the adult rate. Under 3 years are free of charge.

The Perfect Reception

The Receiving Line

The purpose of a receiving line at the reception is so that all guests can be officially welcomed and introduced to the hosts and other members of the bridal party. Regardless of who is paying for the wedding the traditional line-up waiting to greet the guests takes the following form of female alternating with male:

1. The Bride's Mother
2. The Groom's Father
3. The Groom's Mother
4. The Bride's Father
5. The Bride
6. The Groom
7. The Chief Bridesmaid
8. The Best Man

The advantage of this line-up is that the first two people are from both families, which ensures all guests are quickly recognised and easily introduced.

Top Table

Deciding on who sits on the top table can be a tough job but many follow the traditional order as shown below. Although ultimately the number of guests you have on the top table and the order in which they are seated is up to you.

Chief Bridesmaid	Groom's Father	Bride's Mother	Groom	Bride	Bride's Father	Grooms Mother	Best Man
TOP TABLE							

Speeches and Toasts

Traditionally the speeches and toasts are introduced by the Master of Ceremonies at the end of the meal and often accompany the cutting and serving of the wedding cake. However to avoid the nervous waiting of those making a speech it can be a good idea to have the speeches before the Wedding Breakfast therefore allowing everyone to enjoy their meal. The formal order of speakers is:

Father of the Bride (or close relative / family friend) - who proposes a toast to the Bride and Groom
The Groom - who proposes a toast to the Bridesmaids following his response to the first toast.
The Best Man – who then responds to the Bridegroom's speech, reads any telegrams and greetings cards to the guests and finishes by proposing a toast to the Bride and Groom.

The Bride and Chief Bridesmaid are also welcome to add a few words should they wish!

Traditions

There are many customs associated with today's Weddings, which continue to be maintained in the belief that they will bring happiness and good luck to the couple throughout their lives together. Many traditions originated or are modified from customs that began centuries ago and quite often they have been preserved within families for generations.

The Honeymoon

This term dates back centuries when a man 'captured' his bride and the couple hid from the bride's parents before marrying. It was then customary for the Bride and Groom to continue hiding for a further month or in those days a 'cycle of the moon', during which they drank a Honey Wine known as Mead.

The Wedding Bouquet

In olden days the wedding bouquet was made up of strong smelling herbs to frighten away evil spirits and to surround people with beauty. Many brides choose their flowers based on their symbolic meanings, for example bouquets used to always contain orange blossom, which symbolised fertility. The throwing and catching of the bouquet after the reception is believed to determine which female out of those present will be the next to marry.

Confetti

Confetti is the Italian word for sweets, which are thrown over the happy couple at Italian weddings in the same way we throw paper confetti. The tradition began with the use of flowers, petals, rice or grains in order to bestow prosperity and fertility on the couple.

The Wedding Dress and Veil

It was considered unlucky for the bride to make her own wedding dress and for the groom to see the dress until the bride arrived at the ceremony. Many of today's brides marry in white, which symbolises maidenhood and purity although the ancient Romans believed that the colour would ward off evil spirits. The wearing of a veil was designed to disguise the bride and protect her from evil spirits seeing her beauty and being jealous although in this country today it is associated with modesty and chastity.

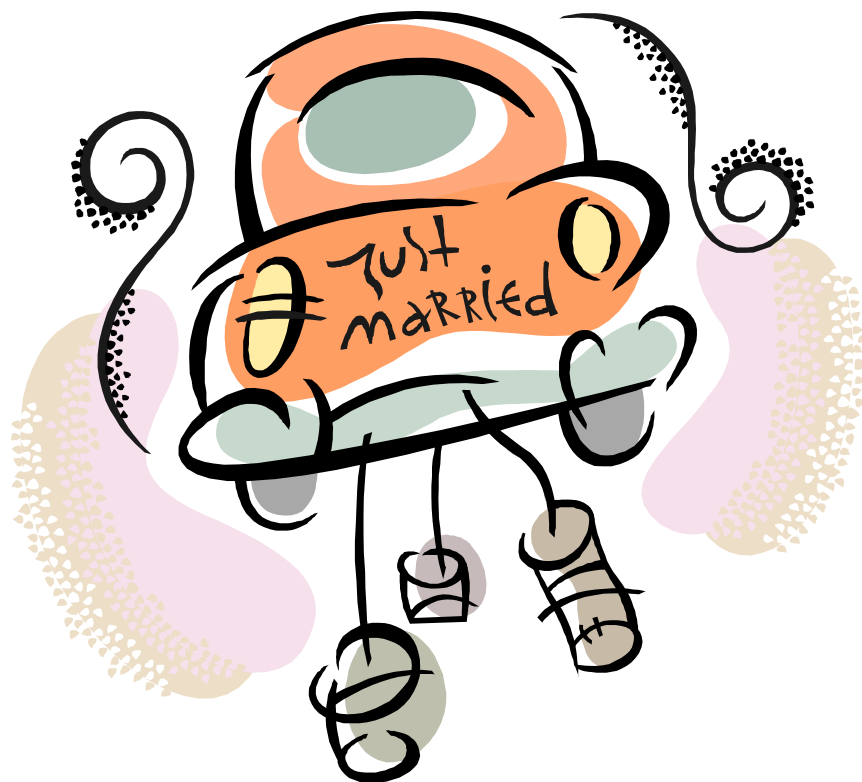
The Best Man and the Bridesmaids

It is the best man's duty to protect the groom from bad luck and ensure that once he has begun his journey to church he does not return for any reason. Bridesmaids are dressed in a similar way to the bride for the same reason as the origin of the veil – to act as a decoy in order to confuse evil spirits and protect the bride.

The Wedding Cake

The cake is an ancient feature of the wedding feast and an integral part of the ritual celebrations, where the Bride and Groom make the first cut to symbolise their shared future. Most modern Wedding cakes tend to be 3-tiered fruitcakes but the original mix was of sesame seed and honey and the richer the mixture the more abundant the marriage would be.

The 3-tiered design is thought to be based on the spire of St Bride's Church in the City of London and couples often keep the top tier for the christening of their first child.



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