

# Wedding celebrations at Keavil House Hotel

We're delighted that you are considering hosting your wedding celebration with us.

Organising a wedding involves many arrangements however our wedding team here at Keavil House Hotel will guide and assist you through every little detail. We will remove any stress for you and your family and with our extensive experience, professionalism, and award winning wedding team, you're in safe hands.

If you have not already had an opportunity to talk to one of our experienced management team, please call us to make an appointment for an initial meeting. Come in for a coffee and an informal talk about your ideas for your day. That's the starting point and we'll take it from there.

Keavil House Hotel enjoys an excellent reputation for the high quality of its wedding celebrations, a reputation earned from many years of providing professional and individual special occasions. The hotel is surrounded by 12 acres of extensive landscaped gardens which provide the perfect setting for wedding photography, reception drinks or even a wedding ceremony on our lawn.

We're licensed to hold both religious and civil ceremonies and can also recommend a minister or registrar to officiate at your wedding. Whether it's an intimate wedding for a small group of friends and family or a large celebration, we can guarantee you a day to remember.

Food is one of the most important aspects of any wedding reception and our team of talented chefs will ensure that your chosen menu is prepared to perfection. We offer a wide variety of menus to suit all tastes and we will work with you if you want something individual to you.

Thank you for considering Keavil House Hotel as your wedding venue and I look forward to welcoming you in person.

Jason Doga  
General Manager

## **Weddings at Keavil House**

Planning your special day needs special care and attention and we will guide you from the planning stage to your wedding day. Initially, meet with our experienced management team to discuss your wedding plans and view Keavil House Hotel, then select your chosen wedding package. You then select your menu from the options for your chosen package.

To plan your wedding celebration at Keavil House Hotel, we offer fixed price wedding packages. We are able to offer you a discount off our package prices for weddings on a Sunday to Thursday.

Your wedding celebration will be unique to you and can be small and intimate in one of our private dining rooms or it can be large and grand in one of our wedding suites. You can even hold your ceremony on the lawn of our beautiful and secluded gardens.

We have suites suitable for all types of wedding celebrations and a special feature is that all our wedding suites have easy access to the hotel gardens and lawns which is perfect for your arrival drinks reception.

### **Elgin Suite**

This suite is private and self-contained for weddings and has direct access to the hotel gardens. It can accommodate up to a maximum of 200 guests for a wedding ceremony and wedding lunch.

The minimum number of day guests in the Elgin suite is 70 guests.

### **Mountbatten Suite**

This suite is adjacent to the hotel's main reception area. This room also has direct access to the hotel gardens. It can accommodate up to a maximum of 90 guests for your wedding lunch and ceremony.

The minimum number of day guests for weddings in the Mountbatten suite is 50 guests.

### **Club Room**

This private dining room is the perfect location for a small and intimate wedding lunch of up to 20 guests.

### **Hotel gardens**

The hotel gardens and landscaped grounds allow your guests to enjoy reception drinks and canapés outside and provide a beautiful location for wedding ceremonies and your wedding photographs.

## **All-inclusive Winter Wedding Package**

**Our exceptional value all-inclusive package is £4,450 for 50 guests**

### **This great value package includes:**

Ceremony room hire  
Glass of Prosecco, beer or fruit juice for your reception arrival  
Reception canapes, 3 per person  
Glass of house wine, plus a top up during your wedding breakfast  
Glass of Prosecco for your speeches and toasts  
3 course wedding breakfast from our Classic package menus  
Evening buffet B  
Chair covers and sashes  
Table centre decorations  
Resident DJ for your evening reception  
Wedding post box for gift cards  
Wedding menu tasting for the bride and groom  
Silver cake base and knife  
Master of ceremonies  
Red carpet aisle runner  
Crisp, white linen napkins  
Printed menus and table plan  
Four poster bedroom for the night of your wedding  
Discounted accommodation rates for your wedding guests  
10 guest passes to our Picture of Health Club for the bride and groom

Additional guests are **£89.00 per person**  
Additional evening only guests are **£18.00 per person**

**Package available from 1<sup>st</sup> September 2023 to 31<sup>st</sup> March 2024\***

\*Price from 1<sup>st</sup> January 2024 will be confirmed in December 2023

## Classic wedding package

Our classic wedding package includes all the elements for a perfect day and is priced per person.

Glass of Prosecco, beer or fruit juice for your reception arrival

Reception canapes, 3 per person

Glass of house wine during your wedding breakfast

Glass of Prosecco for your speeches and toasts

3 course wedding breakfast from our classic package menus

Evening buffet menu A or B

Chair covers and sashes on your chairs

Table centre decorations

Resident DJ for your evening reception

Wedding post box for gift cards

**£95.00 per person**

Additional evening guests are **£18.00 per person**

Sunday to Thursday weddings are discounted to **£89.00 per person**

### **Your package also includes the following:**

Silver cake base and knife. Master of ceremonies. Red carpet aisle runner. Crisp, white linen napkins.

Printed menus and table plan. Complimentary four poster bedroom for the night of your wedding.

Complimentary three course tasting menu for the bride and groom. Discounted accommodation rates for your wedding guests.

10 guest passes to our Picture of Health Club for the bride and groom.

## **Your ceremony**

In addition to your wedding reception and breakfast you may also hold your wedding ceremony at the hotel. We are licensed as a civil wedding venue and can offer a civil or religious service. Your suite for your wedding breakfast is complimentary (subject to minimum numbers) and the following rates apply to the hire of the room for your ceremony.

**Mountbatten Suite: £400**

**Elgin Suite: £500**

**Gardens £400**

## Classic wedding menus

Please select a starter, main and dessert from the options below. If you would like to include two options per course, a pre-order will be required, or a supplement of £10.00 per person will be added. We have a selection of plant-based options which can be included in your menu.

### Starters

Cream of red pepper & tomato soup  
*Parmesan croutons, aioli*

ooOoo

Cream of potato & watercress soup  
*crème fraîche*

ooOoo

Chicken liver pate  
*apple & grape chutney, toasted sourdough*

ooOoo

Prawn & crab cocktail  
*sourdough*

ooOoo

Goat's cheese tart  
*red onion, pistachio crumb, rocket*

### Mains

Supreme of chicken  
*filled with haggis, whisky & Arran  
mustard sauce*

ooOoo

Roast fillet of cod  
*white wine & mussel cream sauce*

ooOoo

Steak & ale casserole  
*butter puff pastry*

ooOoo

Roast loin of pork  
*Stornoway black pudding, sage gravy,  
Bramley apple sauce*

*All served with crushed potato & spring onion,  
fondant carrots and charred tender stem broccoli*

### Desserts

Sticky toffee pudding  
*vanilla ice cream & toffee sauce*

ooOoo

Coconut panna cotta  
*passion fruit & mango, toasted coconut*

ooOoo

Raspberry crème brulee  
*shortbread*

ooOoo

Strawberry & white chocolate cheesecake  
*champagne & strawberry compote*

ooOoo

Coffee & Scottish tablet

## Premier wedding package

Our Premier wedding package includes all the elements for a perfect day and is priced per person.

Glass of Prosecco, beer or fruit juice for your reception arrival  
Reception canapés, 3 per person  
Two glasses of house wine during your wedding breakfast  
Glass of Prosecco for your speeches and toasts  
3 course wedding breakfast from premier package menus  
Choice of evening buffet  
Chair covers and sashes on your chairs  
Table centre decorations  
Resident DJ for your evening reception  
Wedding post box for gift cards

**£109.00 per person**

Additional evening guests are **£20.00 per person**

Sunday to Thursday weddings are discounted to **£99.00 per person**

### **Your package also includes the following:**

Silver cake base and knife. Master of ceremonies. Red carpet aisle runner. Crisp, white linen napkins.  
Printed menus and table plan . Complimentary four poster bedroom for the night of your wedding.  
Complimentary three course tasting menu for the bride and groom. Discounted accommodation rates for your wedding guests.  
10 guest passes to our Picture of Health Club for the bride and groom.

## **Your ceremony**

In addition to your wedding reception and breakfast you may also hold your wedding ceremony at the hotel. We are licensed as a civil wedding venue and can offer a civil or religious service. Your suite for your wedding breakfast is complimentary (subject to minimum numbers) and the following rates apply to the hire of the room for your ceremony.

**Mountbatten Suite: £400     Elgin Suite: £500     Gardens: £400**

## Premier wedding menus

Please select a starter, soup, main and dessert from the options below. If you would like to include two options per course, a pre-order will be required, or a supplement of £10.00 per person will be added. We have a selection of plant-based options which can be included in your menu

### Starters

Cured Barbary duck & cantaloupe melon  
*pickled ginger and soy*

ooOoo

Beetroot cured salmon  
*watercress & pickled vegetables*

ooOoo

Buffalo mozzarella, heritage tomato & basil  
*salad, rocket and virgin olive oil*

### Soups

Cream of pea & mint soup  
*crème fraîche*

ooOoo

Cream of potato & watercress soup  
*crème fraîche*

ooOoo

Cream of tomato & red pepper soup  
*crème fraîche*

### Mains

Breast of chicken  
*filled with parsley & mozzarella mousse*  
*Provençale sauce*  
*Pomme Anna, tender stem broccoli, green beans*

ooOoo

Roast fillet steak  
*Dauphinoise potatoes, buttery kale,*  
*grilled king oyster, onion confit*  
*Bourguignon sauce*

ooOoo

Rump of lamb  
*honey & rosemary jus*  
*Pomme Anna, Vichy carrots*  
*Buttered spinach*

ooOoo

Seared salmon fillet  
*samphire & spinach, Champagne sauce*

### Desserts

Lemon curd Eton mess  
*raspberry coulis*

ooOoo

Warm raspberry & almond frangipane tart  
*lemon & mascarpone ice cream*

ooOoo

Dark chocolate & whisky torte  
*coffee crème Anglaise*

ooOoo

Scottish cheeseboard (v)  
*Isle of Mull cheddar, Howgate brie and Strathdon*  
*blue with fruit chutney and oatcakes*

ooOoo

Tea, coffee, fudge

## Reception canapes

Reception canapes are included in our Classic and Premier wedding packages. Please select three canapes per person based on your chosen wedding package.

Ham hough terrine, piccalilli, on toasted sourdough

Black pudding in oatmeal

Mini vegetable spring rolls, sweet Thai dipping sauce

Haggis bon bons, whisky crème fraiche

Crab arancini balls, seaweed crumb, crab mayonnaise

Duck & orange pate, shallot chutney, on an oatcake

Blue cheese mousse, chicory, candied walnut, on a crostini

Smoked salmon, pickled cucumber, Keta caviar, on a crostini

Chocolate dipped strawberries

## **Children's menus**

Our children's menu package includes the menu, a soft drink and the evening buffet.

Please select two items for each course to make your menu.

For children aged over 12 years, we also offer half portions of any of the dishes on your menu.

### **Starter**

Homemade cream of tomato soup  
Melon & orange cocktail  
Carrot & cucumber sticks with dips

### **Mains**

Breast of chicken, creamed mash, seasonal vegetables, gravy  
Battered fillet of haddock, fries, garden peas  
Macaroni & cheese, garlic bread  
Bangers & mash with gravy  
Chicken goujons, fries, tomato dip  
Tomato & cheese pizza

### **Dessert**

Meringue, strawberries, Chantilly cream  
Vanilla ice cream, chocolate sauce  
Fresh fruit salad, cream  
Chocolate brownie, vanilla custard

Children up to 3 years are complimentary

Children 4 years to 12 years are £16.00

Children 12 years to 15 years are £37.00 for a half portion of your wedding breakfast menu

## Evening buffet menus

### A - Classic buffet

Selection of sandwiches  
*(honey roast ham, tomato & rocket;  
egg mayonnaise & cress, mature cheddar,  
tomato & chutney)*

Sausage rolls *(pork and vegetarian)*

Tea & coffee

### B - Breakfast buffet

Bacon rolls

Lorne sausage rolls

Scrambled egg rolls

Tea & coffee

### C - American buffet

Mini beef burgers with tomato & onion

Crab cakes with chipotle mayo

Sticky baked chicken wings, BBQ sauce

Cajun spiced fries

Tea & coffee

### D - Oriental buffet

Chicken skewer with satay

King prawns tempura with sweet chilli & coriander

Seafood dim sum

Vegetable spring rolls & soy dipping sauce

Tea & coffee

### E - Indian buffet

Selection of flatbread wraps

Chicken pakora with coriander & lime chimichurri

Vegetable pakora

Onion bahji

Vegetable samosas, raita

Tea & coffee

## **Guest accommodation**

We offer a complimentary 4 poster bedroom on the night of your wedding for the happy couple.

A maximum of 4 rooms for your principal guests' accommodation can be reserved and guaranteed at the time you confirm your wedding which ensures availability of rooms on your wedding date. These rooms are available at a 10% discount off our best available rate at the time of booking.

Your remaining guests can benefit from 10% off our best available rate at the time of booking. This discounted rate is available until 4 weeks before the date of your wedding. We will supply you with a reservation code for your guests to quote to benefit from this discount. Reservations within 4 weeks of your wedding date are at our best available rate.

Rooms are available from 3.00pm on the day of arrival and check out is 11.00am on departure day. A limited number of rooms may be available for an early check-in from 12.00pm for an additional £35.00, subject to availability.

All accommodation is subject to availability.

## Keavil House Hotel - wedding booking form

To reserve and confirm a wedding celebration at Keavil House Hotel please complete and return this signed booking form with the signed wedding reception terms and conditions form and the required deposit. When we receive these signed forms, we will write to you and confirm your wedding reception.

Married name of bride and groom.....

First names of bride and groom:.....

Client name (the client is the person responsible for payment of the hotel account)

Mr / Mrs..... First name..... Surname.....

Client address:.....

..... Postcode.....

Client home tel no:..... Client mobile no: ..... Client email address:.....

Date of wedding:..... Suite booked:.....

All-inclusive wedding [ ] Classic wedding [ ] Premier wedding [ ]

Deposit and part payments: Booking deposit of £750, then part payment of £1000 is due 6 months prior to your wedding and a further £1000 part payment is due 3 months prior to your wedding and the final payment of the balance is due 35 days prior to your wedding. All deposits and part-payments are non-refundable and non-transferable.

Accommodation required: Single rooms..... Double rooms.....

Twin rooms..... Family rooms.....

Contact for wedding arrangements: Contact Name..... Contact home tel no:.....

Contact mobile Tel No:..... Contact email address:.....

Please note that once the booking form has been completed and signed and the initial deposit has been received all terms and conditions (see following page) apply. I confirm the booking of the above wedding and agree to the Terms & Conditions.

Client signature:..... Please print..... Date:.....

**Prices**

The prices in this brochure are valid from 1st July 2023 to 31 December 2023 are inclusive of VAT at the current rate. If you are booking your wedding in advance of 1<sup>st</sup> January 2024, we will re-confirm the pricing in December 2023. We reserve the right to alter prices in the event of significant supplier increases or an increase in the VAT rate.

**Menus**

Some menu items have seasonal availability so your final menu will be confirmed 8 weeks before your wedding date.

**Restricted dates**

There are certain dates in the year e.g. weekends in the month of December, Christmas Day, Hogmanay and New Year’s Day which will be subject to a minimum spend per person on food and drink.

**Minimum numbers**

Our Mountbatten Suite requires a minimum number of 50 wedding guests for the wedding breakfast. Our Elgin Suite requires a minimum number of 70 wedding guests for the wedding breakfast. If your guest numbers fall below the specified minimum numbers then a surcharge of the number of guests below the minimum number’ times your chosen menu, drinks package and evening buffet will apply.

**Provisional bookings**

You can make a provisional booking which we will hold for 14 days to allow you to co-ordinate other arrangements. If the provisional booking remains unconfirmed after 14 days we will automatically release the booking.

**Confirmation**

To confirm your booking the person who is responsible for the final account (the Client) must complete our booking form and pay a non-refundable deposit of £750 and return the signed Terms and Conditions form.

**Deposits and part payments**

In addition to the non-refundable and non-transferable £750 booking deposit a further non-refundable and non-transferable part payment of £1000 is due 6 months before your wedding date and a further £1000 non-refundable and non-transferable part payment is due 3 months before your wedding date. Payment of the remaining balance is due 35 days prior to your wedding. We regret that we cannot hold a wedding booking if these deposits and part payments are not received. We will supply our bank details for payments. We recommend insurance for unexpected cancellations.

**Account payment**

Final numbers for your wedding must be provided 40 days before the date of your wedding. A pro-forma invoice for the estimated cost of your wedding, based on your final numbers, will be prepared and is due in full 30 days before the date of your wedding. This will be the minimum number of guests charged for. Any additional costs incurred after payment of your account must be paid prior to your wedding.

**Damage**

The client is responsible for any loss or damage to the premises or building of Keavil House Hotel which is caused by the client or his/her guests or agents.

**Gifts**

Keavil House Hotel is not responsible for any loss, damage or storing of wedding gifts. The client is responsible for the movement and storage of any gifts and for ensuring that they are taken with you at

the end of the wedding. Keavil House Hotel is not responsible for any gifts which are stored in hotel bedrooms, function rooms or changing rooms.

**Cancellation policy**

Weddings are booked many months, and often years, in advance. If you cancel at short notice it is very unlikely that we will be able to take a replacement wedding booking and, in such circumstances, the following cancellation charges will apply.

Within 40 weeks	50% of total estimated value
Within 36 weeks	60% of total estimated value
Within 20 weeks	70% of total estimated value
Within 16 weeks	80% of total estimated value
Within 12 weeks	85% of total estimated value

Cancellation costs include package price plus ceremony room hire and estimated bar amount for the evening reception, charged using the number of guests booked on confirmation.

**Beverages and food**

No wine, spirits or food products may be brought onto the premises or car park and be consumed by clients or guests on the premises or car park of Keavil House Hotel during the wedding without the agreement of the hotel. Should it be brought to the attention of Keavil House Hotel that your guests are consuming their own alcohol (not purchased from the relevant bar) a corkage charge of £500 will be applied to the main client account.

**Wedding package**

Every wedding reception at the Keavil House Hotel must include a welcome reception and a wedding package. Keavil House Hotel reserves the right to charge a room hire and facility fee if any of these elements of a wedding reception are not required. Our inclusive wedding packages are sold with the content and price shown, if you do not require elements of a package this does not alter the price of the inclusive package. A ceremony room hire charge will apply should you hold your wedding ceremony in the hotel or garden.

**Dietary requirements**

We cannot guarantee that foods produced and served at Keavil House Hotel do not contain traces of other food products. We will cater for special diets but cannot be held responsible for any food allergies which may result if we are not advised in advance. Full allergen listings are available.

I agree and understand all the terms and conditions:

Client signature.....

Date of signing..... Date of wedding.....

Print Client Name.....Print Bride name.....

Date of Wedding.....Print Groom name.....

Client Address.....

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