THE

CLUBHOUSE

HOTEL

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 **Planning your Wedding**

First of all, on behalf of the team here at The Clubhouse Hotel a big congratulations on your forthcoming wedding! We are delighted you are considering The Clubhouse Hotel as your venue. We are always excited at the chance to help you make your wedding a day that is both unique and memorable and one that you will cherish throughout your married life.

We know how exciting and stressful planning your special day can be, which is why you will receive individual attention at all stages from our dedicated team. Our team is committed to providing the highest level of service, to ensure the day goes just how you imagined it. We are always open to new ideas and excited about the opportunity to do something which would make the day even more personalised to you, so please don’t hesitate to ask!

You can view pictures of our Function Suite and Bar as well as our luxury rooms online at www.clubhousehotels.co.uk or by looking at our Facebook page.

Once you have had a chance to browse through the information please do not hesitate to contact us to discuss your personal requirements and to arrange a viewing of the hotel.

For all wedding correspondence please email frontdesk@clubhousehotels.co.uk

We look forward to speaking with you soon.

**Our Services**

The Clubhouse Hotel is privately owned and managed by a small team of dedicated individuals. The hotel was recently taken over in June 2018 and has benefited from a more hands on approach to ensure a service which is professional, personal and of an extremely high standard. Our general manager has been with the hotel for several years and is a very experienced wedding planner.

The Clubhouse Hotel in Nairn is a Four Star Boutique hotel which has been around for more than 30 years. Just 8 years ago it saw the addition of a function room which has allowed us to open up the hotel as a wedding venue. In addition, the hotel has seen significant renovations to bring this Victorian era building into a modern contempory venue, check out our photos online!

The Function Suite can accommodate weddings of up to 80 dinner guests and we are licenced for up to 130 guests for your evening reception. The Function Suite is air-conditioned throughout. The Hotel is also disabled friendly so we can accommodate any guests in attendance who require assistance.

Your Wedding Reception Includes The Following:

* Professional, friendly and helpful assistance in planning your day
* Complimentary Suite for Bride and Bridegroom for weddings over 50 adult daytime guests
* Exclusive use of the Function Suite (and any area of the hotel or garden for photographs)
* Special Accommodation Rates for Wedding Guests (to be booked direct with the hotel)
* Complimentary use of Silver Cake Stand
* Complimentary use of Silver Knife for Cutting the Cake
* Complimentary Master of Ceremonies to guide you through your special day
* Complimentary menu tasting for Bride & Groom for weddings over 70 adult daytime guests

**To Book your Wedding**

If your proposed date is available, we can provisionally hold it for 14 days to allow you both to make necessary arrangements with the Registrar or Church, thereafter a deposit of £750.00 is required to confirm and secure the date. This deposit is non-refundable. Payment can be made by cash, credit card or debit card.

**Room Hire**

For wedding receptions less than 70 Adult Persons, a room hire charge will apply. This room hire cost will be charged at £10 per adult under 70, i.e. If you only have 60 adult guests then you will be charged 10 adults x £10 = £100 room hire**.**

The hotel holds a current Civil Service License to allow for, Registrar, Humanist, Religious Ceremonies, etc to be held within the hotel. If you wish to use the hotel for your marriage ceremony there will be a separate charge of £350.00 for this purpose.

**Special Accommodation Rates**

We offer all guests of the wedding a 10% discount off our advertised rate however we will require the first night’s stay as a deposit for the booking.

**Choosing Your Menu**

The meal on your Wedding Day is very important to us and to help you choose a menu to suit, we enclose four sample menus to give you an idea of the variety of choices we can offer. However, we recognize that everyone has different preferences and we encourage you to mix and match the menus to suit your taste. We will then price your choice of menu accordingly.

Should there be anything you would like that we have not included, please do not hesitate to ask, and if at all possible, we will be happy to accommodate your choice.

We offer a menu tasting evening for you to come along and taste your choices to ensure you are guaranteed the exact menu of your choice on the big day. This service is complimentary for 2 guests (ie the bride and groom) of wedding receptions of 70 plus adults attending. You are welcome to bring additional guests with you to the tasting, however, they will be charged at the final wedding menu rate and will be added to the final wedding account. Tastings are by appointment only.

**Wedding Menu 1**

**Homemade Soup**

**Served with a Crusty Bread Roll**

**Duo of Tropical Melon**

**Served with a Mixed Berry Compote**

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**Roast Breast of Chicken**

**Served with a Panache of vegetables, Roast and Mashed Potatoes and Roast Gravy**

**Scottish Steak Pie**

**Served with a Panache of Vegetables and Mashed Potato**

**Mediterranean Vegetable and Bean Cassoulet**

**Buttered New Potatoes and a Herb Crust**

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**Lemon Posset**

**Served with Poppy Seed Shortbread and Berry compote**

**Sticky Toffee Pudding**

**Served with Butterscotch Sauce and Vanilla Ice Cream**

**£30.95**

**Wedding Menu 2**

**Homemade Soup**

**Served with a Crusty Bread Roll**

**Chicken Liver Parfait**

**Homemade Chutney, Mixed Leaves and Oatcakes**

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**Roasted Topside of Beef**

**Served with a Yorkshire Pudding, Roast and Mashed Potatoes, panache of Seasonal Vegetables and Roast Gravy**

**Baked Fillet of Salmon**

**Served with Roast and Mashed Potatoes, Panache of Vegetables and Béarnaise Sauce**

**Three Cheese and Thyme Tart**

**Served Warm with Mashed Potato and a Panache of Vegetables**

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**Chocolate Tart**

**Topped with Chantilly Cream, Fresh Berried and Mint**

**Berry Pavlova**

**Homemade Meringue, Chantilly Cream and Mixed Berry Compote**

**£35.95**

**Wedding Menu 3**

**Gateau of Haggis, Neeps and Tatties**

**Served with a Wholegrain Mustard Sauce**

**Homemade Soup**

**Serves with a Crusty Bread Roll**

**Seafood Cocktail**

**Salmon, Prawns, Dill, Crème Fraiche**

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**Roasted Striploin of Scottish Beef**

**Served with a Yorkshire Pudding, Roast and Mashed Potatoes, Kilted Green Beans, Seasonal Vegetables and a Pan Jus**

**Pan Seared Fillet of Seabass**

**On a Bed of Chorizo, Wilted Spinach and Sauteed Potatoes with a Mango and Chilli Salsa**

**Vegetable Schnitzel**

**Topped with Mozzarella and Served with a Tomato and Vegetables Ragout**

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**Baked White Chocolate and Raspberry Cheesecake**

**Homemade Profiteroles**

**With Chantilly Cream and Hot Chocolate Sauce**

**Apple and Cinnamon Crème Brulee**

**Served with Homemade Shortbread**

**£39.95**

**Wedding Menu 4**

**Smoked Salmon Cheesecake**

**With an Oatcake Base**

**Ham Hock Terrine**

**Homemade Piccalilly, Mixed Leaves and Toasted Bread**

**Homemade Soup**

**Served with a Crusty Bread Roll**

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**Paupiette of Lemon Sole**

**Filled with a Prawn and Dill Mouse, Mashed Potato, Wilted Greens and a Chive Cream Sauce**

**Blade of Beef**

**Caramelised Shallots, Douphinoise Potatoes Green Beans and a Red Wine Jus**

**Wild Mushroom Risotto**

**Served with a Rocket and Parmesan Salad and Truffle Oil**

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**Glazed Strawberry Tart**

**Trio of Chocolate**

**Profiteroles, Dark Chocolate Tart and White Chocolate Mousse**

**Selection of Scottish Cheeses**

**Served with Oatcakes, Grapes and House Chutney**

**£45.95**

All dietary requirements can be catered for with prior notice and menu options agreed.

**Children’s Menu Options**

Typical choices for children are:

Sausage & Chips

Chicken Goujons & Chips

Pizza & Chips

Macaroni & Cheese

Followed by Ice Cream

Portion sizes are suitable for children up to 10 Years

**£12.50**

**Evening buffet**

**Menu A**

Finger Sandwiches Sausage Rolls Tea & Coffee £7.95

**Menu B**

Traditional Stovies Tea & Coffee £7.95

**Menu C**

Bacon Rolls Tea & Coffee £7.95

Add a Cone of Chips to any of these options for £1 per person

**Drinks on Arrival**

We suggest that you allow between £3.00 - £5.00 per guest for arrival drink, choices range from; Sparkling Wine, Prosecco, Beers, Whisky, Soft Drinks and Cocktails. See some guide prices below – all drinks selections can be quoted individually by enquiry.

House Sparkling Wine - £4pp

Beers - £3.50pp

Whisky - £4.50pp

**Wine during Meal & Toast**

We would suggest that you allow at least a Half Bottle of House Wine per guest, which would cost approximately £9.50 per person (House White/Red/Rose), Sparkling wine, Prosecco and Whisky can also be priced for you.

**Additional Services:**

Seat Covers Including Bow’s - £2per chair

Hire of Chocolate Fountain - £250

Includes a selection of fresh fruit, marshmallows, shortbread for dipping.

Hire of Candy Ferris Wheel:

Ferris Wheels Only - £100 – sweets not included

Ferris Wheel with selection of sweeties (evening only) - £130

Ferris Wheel with selection of sweeties (all day use) - £150

**Reduced Rates**

For weddings to be held from 1st November to 31st March (excluding December and Valentines week) a special discount of 10% will be applied to all pricing in this pack.

The above prices are for 2020. Please confirm prices with The Clubhouse Hotel for Weddings thereafter.

**Weddings & Functions Terms & Conditions**

The payment of the initial deposit and your signing of these Terms & Conditions form the contract between you, the Client, and us, Abriachan Hotels Limited t/a The Clubhouse Hotel. These Terms & Conditions are binding once all relevant parties have signed them, therefore you should read them carefully and address any queries about its contents before you do so.

**Confirmations**

Bookings will be considered provisional until the signed contract is returned by the Client with the appropriate initial non-refundable deposit. Payment of the deposit will be deemed as acceptance of our Terms & Conditions

**Drinks Policy**

We have a strict policy that all drinks alcoholic or soft, are to be provided by The Clubhouse Hotel. Miniatures (5cl) only that are to be used as favours are permitted to be purchased out with. Anything larger will not be permitted. Please check with a member of our team.

We do not offer a corkage service.

Please be aware that alcohol consumed on the premises must be purchased from The Clubhouse Hotel. Alcohol not purchased from The Hotel will be confiscated and guests will be asked to leave the premises.

The residents bar can be open from Midnight until 2am by prior arrangement. This is strictly for residents only staying at The Clubhouse Hotel and is a charge bar only.

**Cancellation by the Client**

In the event of you cancelling your wedding within 9 months of the wedding date, notification of cancellation must be made in writing and will be effective on the date received by the hotel.
Unless a booking is obtained for the same date from a third party on no less favourable terms, a charge will be made calculated as a percentage of the total booking value. This is calculated as, the Wedding Package + Evening Package Rates x Number of Guests provided at the time of confirmation

Cancellation amounts payable: -

Within 3 months—100% Within 6 months—50% Within 9 months—25%

**Terms of Payment**

We require a non-refundable initial deposit of £750 to confirm the booking. A further non- refundable deposit of £750 is required 6 months prior to the wedding date. Balance of account by no later than 1 months prior to the wedding date.

**VAT**

All prices quoted are inclusive of VAT at 20%. Any changes in VAT rate will be reflected in the final invoice

**Final Numbers**

The Hotel should be notified of final Guest numbers a minimum of 31 days prior to the wedding date.

**Damage**

You will be responsible for any damage caused to the Hotel or its property, by yourselves, your subcontractor/s or your Guests, and shall pay for any such damage or loss of business caused as a result. Your Credit Card details will be held on file for this purpose.

**Smoking**

Smoking is not permitted within the hotel. Guests may smoke outside at the designated smoking areas only.

**Insurance & Liability**

We advise you to take out wedding insurance at the time of booking. This should cover you in the event of cancellation, but please check with your insurer.

**Guest Property**

We regret we cannot be responsible for the security of your property, though we will do our utmost to look after it. Please ensure all personal property is removed from the Hotel at the time of check-out.

**Guest Safety**

The Hotel cannot be held responsible for individual guest safety. Parents are responsible for the supervision of their children at all times.

**Suppliers**

We are not responsible for individual or recommended suppliers. Any third party suppliers for your wedding, providing a service where they will need to plug in to electric, will be required to provide a copy of a full and current PAT testing certificate for all equipment 2 years old and over, to ensure their equipment is safe for purpose and complies with The Clubhouse Hotel’s insurers. In addition, all third party suppliers are required to provide a copy of their current public liability insurance certificate. These documents can be emailed direct from your suppliers to frontdesk@clubhousehotels.co.uk

**Confetti**

Confetti is permitted outside if it is biodegradable.

**Music**

Our Music Licence is until 12.00am. Please ensure this is strictly adhered to for the comfort of our other guests and neighbours of the hotel.

VIP PACKAGE

If you’re looking for that something different for your wedding day why not consider hiring the Hotel on an exclusive use basis? This means that it is all yours for the entirety of your stay: from the glorious bedrooms, contemporary bar to the function suite and conservatory leading outside. The Clubhouse is yours and yours alone. This makes it the ideal Scottish venue for you to celebrate your special day.

What’s on offer:

Master of Ceremonies to ensure your wedding day goes exactly to plan

Bridal Suite

12 rooms (sleeps 31)

Exclusive use of the entire hotel over either 1 or 2 nights

24 Hour bar for residents

Finger Buffet and a glass of fizz on arrival for your guests the day before your big day

Bagpiper on your wedding day to add to the Scottish experience

Arrival drinks and nibbles on your wedding day.

3 course meal with a glass of wine or a bottle of beer

Glass of Champagne for the Toast

DJ supplied if required

3 tier wedding sponge cake with your choice of layers

Whatever your requirement’s we would be happy to try to make it possible for your special day.

Please enquire for a bespoke quote directly.

We would be delighted to provide an estimated quote for your day, please complete the below and send this back to us.

Quote List

Bride & Groom Names:

Contact Number:

Email:

Requested Date:

Ceremony Venue:

Final adult numbers day:

Final child numbers day:

High Chairs Needed:

Additional numbers evening:

Chair Covers – Ceremony: Y/N Chair Covers – Reception: Y/N

After Ceremony - Drink: Canapés yes/no

Toast Drink:

Meal Wine:

What is your Buffet Choice for Night:

Sweet Cart: Y/N which package?

Chocolate Fountain: Y/N

Meals for Videographer & Photographer: yes/no Who:

Accommodation requirements night before (to be added to wedding account):

Accommodation requirements for night of your wedding (to be added to wedding account):