

Wedding Terms & Conditions

Should you wish to proceed with a Wedding booking at Kinraig Castle Hotel, please take the time to read and accept the following terms and conditions.

Kinraig Castle Hotel is hereinafter referred to as the "Venue" and the Wedding Couple is hereinafter referred to as the "Client".

1. All deposits are non-refundable and in the event of complete cancellation of the event, will act as a cancellation fee. It is advisable that the Client takes out Wedding Insurance to cover any unforeseen cancellation.
2. The Venue agrees to hold a provisional booking for 14 days only, unless prior agreement is reached regarding a longer period, before a deposit is required to secure a booking.
3. Once the Client has provisionally booked a Wedding, a non-refundable deposit of £500.00, payable by BACS transfer to the Venue's Bank Account, is required within 14 days to secure the booking.
4. The Venue will confirm when the deposit is received and issue a receipt.
5. The booking will be considered as provisional until the Client has paid the deposit and signed the terms and conditions.
6. The balance of the Client's account is to be settled as follows:
 - 75% of the total Wedding price is to be settled 30 days before the Wedding date.
 - The final 25% of the total Wedding price is to be settled 7 days before the Wedding date.
 - A final sundries invoice (if any) must be settled on departure.
 - The Venue reserves the right to bill any items at a later which were erroneously omitted from the original invoice.
7. Any rooms booked by the Client's guests need to be guaranteed by a valid Credit Card.
8. The Venue's standard Cancellation Policy will apply for any rooms cancelled.
9. The Wedding Breakfast Menu pre-order is required one week prior to the Wedding date.
10. The final number of guests for the Wedding Breakfast (meal) must be confirmed seven days before the Wedding date and the Venue's



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- charge for the Wedding Breakfast will be based on this number, regardless of any reduction to this number on the Wedding Day.
11. If there's an increase in the number of guests attending the Wedding Breakfast (meal), over and above the number confirmed seven days before the Wedding date, the Venue will charge based on the actual number of guests for the Wedding Breakfast.
 12. Any dietary requirements need to be advised by the Client at least one week prior to the Wedding.
 13. Any amendments to the Wedding Breakfast Menu are allowed up to one week before the Wedding date.
 14. Evening entertainment must cease at 12 midnight, unless prior arrangements have been made with the Venue.
 15. Check in for any resident guests is normally from 2 pm on the day of arrival, unless special arrangements have been agreed with the Venue in advance.
 16. Check out is normally by 11 am on the departure date, unless special arrangements have been agreed with the Venue in advance.
 17. The Venue reserves the right to charge the full tariff should it not be possible to resell any room, for each night the room is not available, up to a maximum of 7 days due to any of the following reasons:
 - Smoking in a non-smoking room.
 - Any breakages rendering the room incomplete to resell to another guest.
 - Specialist room cleaning, including carpet shampooing required.
 18. Any additional charges made to a bill due to items being missed or damages will be charged later on the original card used to confirm the booking.
 19. The Client is responsible for the behavior and actions of any guests attending the Wedding or staying at the Venue. Inappropriate behavior may result in the Wedding proceedings being stopped early or cancelled.
 20. The Client is liable for any loss or damage to any part of the premises, or to any fixtures, fittings and equipment, which are caused by the Client or any guests.
 21. The Venue will not be held responsible for damage to any article brought onto the premises. The Venue shall not be liable for any loss or damage except within the constraints of the Hotel Proprietors' Act 1956. In case of the loss or damage to any item, it must be reported and then recorded at the time with the Venue's Duty Manager.



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22. The Venue will not accept responsibility for the performance of any outside contractors and service providers.
23. The Venue is not responsible for the Client's failure to provide facilities contracted for the event or it being prevented from doing so as a result of "Force Majeure" or any other cause beyond its control. This includes industrial disputes, orders or regulations issued by the Government, riots, floods, fire, epidemics, alterations or redecoration of the property. The Venue will not be responsible for any loss or damage or costs as a result.
24. The Client must comply fully (and ensure the full compliance of its sub-contractors, employees and guests) with the Hotel's Health & Safety Policy, a copy of which is available on request from the Venue.
25. The Client is responsible for ensuring that any band, musician or contractor employed by them complies with any statutory requirements, including sound level management and has relevant insurance.
26. The Venue reserves the right to alter the function room arrangements depending on the final guest numbers.
27. No outside alcohol can be brought onto or consumed on the Venue's licensed premises. No exceptions of any kind are made in this regard. The Venue will charge the bridal account automatically should this policy not be strictly adhered to.
28. If the Client does not have Exclusive-Use of the property, the Venue may utilize any function rooms not booked and sell any available rooms to other guests resulting in shared facilities.
29. Guests are not allowed to bring their own music for entertainment purposes.
30. Guests are not allowed to bring any food, wines, spirits or other beverages into the Venue's property, including its grounds for consumption unless the prior consent of the Venue has been obtained, for which a corkage charge will be made.
31. No alcoholic drinks are allowed to be served or consumed in the car park area next to the main entrance door. The Venue reserves the right to prevent any guests from consuming any alcoholic beverages on the premises if it's apparent that the guest is intoxicated and is spoiling the enjoyment of other guests.
32. In accordance with section 2(3) of the Hotel Properties Act 1958, the Venue does not have any responsibility towards the Client in respect of any claim made against the Client by any of their guests in respect of loss or damage.



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33. Prior written approval is required from the Venue if the Client wishes to fix items to any walls, floors or ceilings.
34. Cars are left at the guests' own risk. The Venue will not accept responsibility for any loss or damage.
35. The Venue has a 7 days lost and found policy, which means that any item found will only be retained for this length of time. It is the guests' responsibility to check that they have all personal belongings before departure, Any items found will be listed at Reception and can be collected within that time frame or the Venue can arrange to send any item to the guest at their expense.
36. Any variations to the Wedding arrangements by either party need to be agreed in writing via e-mail and any verbal conversations, instructions or variations are not acceptable.
37. All prices are subject to change until confirmed in writing by the Venue's authorised signatory.
38. All rates and prices quoted by the Venue include 20% VAT.
39. It is incumbent upon the Client to ensure that all guests attending the Wedding are aware of the above conditions.
40. Signing the Terms and Conditions acknowledges that you have understood and agree to all the aforesaid terms and conditions. Failure to sign and return the terms and conditions could result in having your Wedding booking cancelled.
41. In the case of a legal dispute, Scottish Law shall prevail.

Wedding Date: _____

Client's Name: _____

Client's Signature: _____

Venue's Name: KinCraig Castle Hotel

Venue's Signature: _____

Date: _____



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Find Out More

Should you require any clarification regarding the aforesaid Wedding Terms & Conditions, please kindly contact us via e-mail info@kinraig-castle-hotel.co.uk