

SILVER WEDDING PACKAGE - £55.00 PER PERSON

- Three Course Wedding Breakfast with Tea and Coffee
- A Glass of Bucks Fizz during the Reception Drinks
- A Glass of Sparkling Wine for Toasting
- A Glass of House Wine with the Meal
- Our DJ playing all your favourite songs until midnight
- Complimentary Bridal Suite with a romantic Breakfast in Bed
- Special Accommodation rates for Guests
- Wedding Breakfast Suite
- Dedicated Wedding Coordinator
- White Table Linen and Napkins
- Table Plan and Name Cards
- Red Carpet
- Use of Cake Knife and Stand

Enhance your package:

- · Changing Room on the Day for Bride- £75.00 per room
- · Glass of Sparkling Wine- £6.50 per person
- · Glass of Champagne- £9.70 per person
- · Glass of Bucks Fizz- £7.95 per person
- · Canapés on Arrival (3 Items) from £8.95 per person
- · Evening Buffet (8 Items) from £18.95 per person
- · Children's Package available on request
- *Terms and conditions apply, price based upon a minimum of 60 guests.
- ** Prices are subject to change





SILVER WEDDING PACKAGE MENU SELECTOR

Kindly find below Menu Choices for your Wedding Breakfast

Please choose 1 item per course, with all Guests to have the same selection

(save for special dietary requirements)

Starter

Smoked Trout Mousse with Marinated Cucumber and Caviar

Leek and Potato Soup with Chive Crème Fraiche (V)

Ham Hock Terrine with Sweet Pea Puree

Salad Caprese with Rocket Salad and Basil Dressing (V)

Main Course

Baked Fillet of Salmon
with Saffron Crushed Potato and Dill Cream

Slow Roast Belly of Pork with Mustard Mash and Sage Sauce

Breast of Chicken stuffed with Herb Mousse, Fondant Potato and Rich Red Wine Sauce

Baked Portobello Mushroom with Creamed Spinach,
Rösti Potato and Baby Carrot's (V)

(All main courses are served with Vegetable & Potato Garnish)

Dessert

Lemon and Ginger Cheesecake with Lime Syrup
Chocolate Brownie with Red Fruit Coulis
Vanilla Pannacotta with Strawberry Compote
Classic Paris Breast with Chantilly Cream

Additional Courses

Dipped Strawberries on arrival (nice with Champagne!) £5.50 per person

Sorbet – served as an intermediate course, Mango, Bucks Fizz or Lemon £5.60 per person

Additional small Bowl of Vegetables - served with the Main Course(5 portions per bowl) £7.00 per bowl

Fruit Plate – Per table of 10

Slices of Galia Melon, Honey Dew Melon, Mango, Pineapple, Kiwi, Strawberries & Grapes £22.95 per platter

Cheeseboard per table of 10

Selection of English Cheeses with Celery, Grapes, homemade Chutney & Biscuits £28.00 per Cheeseboard

Why not select a Glass of Port per person to accompany the Cheeseboard From £3.30 per glass

Complete your meal with Tea, Coffee & Chocolate Truffles

Our Executive Chef welcomes your suggestions or requests. As all our meals are freshly prepared to two

Rosette standard, it will be our pleasure to cater for your particular favourite dish if not already

included on our Banqueting Selector.

£3.50 per person

Guests with special Dietary requirements can be catered for with prior notice.

If you are concerned about food allergies, please speak to a member of the team prior to your event.



GOLDEN WEDDING PACKAGE - £80.00 PER PERSON

- A Glass of Bucks Fizz on arrival served with Canapés
- Three Course Wedding Breakfast with Coffee & Chocolates
- Half bottle of Wine per person with the Meal
- Sparkling Wine for the Toast
- Evening Buffet for Guests attending the Wedding Breakfast
- Complimentary Civil Ceremony Room Hire
- Wedding Breakfast and Evening Reception Room Hire
- Our DJ playing all your favourite songs until midnight
- Changing Room on the Day for the Bride
- Complimentary Bridal Suite with a romantic Breakfast in Bed and a 30 minute Esprit Spa Treatment per person
- Dedicated Wedding Coordinator
- Table Plan and Name Cards
- White Table Linen and Napkins
- Red Carpet
- · Use of Cake Knife and Stand
- Menu Tasting for Bride and Groom
- Dinner, Bed and Breakfast for the Bridal Couple on their 1st Anniversary (Weekend night only)
- Special Accommodation rates for wedding Guests
- *Terms and conditions apply, price based on 60 guests.
- ** Prices are subject to change





GOLDEN WEDDING PACKAGE MENU SELECTOR

Kindly find below Menu Choices for your Wedding Breakfast

Please choose 1 item per course, with all Guests to have the same selection

(save for special dietary requirements)

Starter

Seared Tuna Tataki with Spiced Avocado and Shallot Dressing
Asparagus and Lemon Grass Soup (V)

Smoked Duck with Celeriac Remoulade, Rocket Salad and Aged Balsamic Dressing
Grilled Vegetable Salad with Goats' Cheese and Parsley Sauce (V)

Main Course

Roulade of Sole with Lobster Bisque, Saffron Potato and Baby Leeks

Tenderloin of Pork Fillet wrapped in Pancetta, Green Beans and Fondant Potato

Roast Breast of Duck with Braised Red Cabbage and Chateau Potatoes

Butternut Squash, Red Onion and Mushroom Pithivier served with Glazed Shallots (V)

(All main courses are served with Vegetable & Potato Garnish)

Dessert

Classic Lemon Tart with a Fruit Coulis

White Chocolate and Raspberry Cheesecake

Mango and Passion Fruit Pavlova

Dark Chocolate Marquise with an Orange Syrup

Additional Courses

Dipped Strawberries on arrival (nice with Champagne!)

£5.50 per person

Sorbet – served as an intermediate course, Mango, Bucks Fizz or Lemon

£5.60 per person

Additional small Bowl of Vegetables to be served with the Main Course(5 portions per bowl)

£7.00 per bowl

Fruit Plate – Per table of 10

Slices of Galia Melon, Honey Dew Melon, Mango, Pineapple, Kiwi, Strawberries & Grapes

£22.95 per platter

Cheeseboard per table of 10

Selection of English Cheeses with Celery, Grapes, homemade Chutney & Biscuits

£28.00 per Cheeseboard

Why not select a Glass of Port per person to accompany the Cheeseboard

Complete your meal with Tea, Coffee & Chocolate Truffles

£28.00 per Cheeseboard

From £3.30 per glass

£3.50 per person

Our Executive Chef welcomes your suggestions or requests. As all our meals are freshly prepared to two AA Rosette standard, it will be our pleasure to cater for your particular favourite dish if not already included on our Banqueting Selector.

Guests with special Dietary requirements can be catered for with prior notice.

If you are concerned about food allergies, please speak to a member of the team prior to your event.









Holiday Inn Reading M4 Jct10

Wharfedale Road, Winnersh Triangle, Reading, United Kingdom, RG41 5TS Telephone: +44 (0) 1189 440 444 www.hireadinghotel.com

TERMS AND CONDITIONS

All conferences, banquets and functions booked at the hotel by the client are subject to written acceptance by the hotel and are made upon the following terms and conditions:

(1) NUMBERS ATTENDING

(I) For banqueting events ,the Client is required to advise the hotel, accurate to within 10%, of the precise number of persons attending the function at any time up to 10 days in advance of the function date. Where the function consists of more than one sitting (e.g. morning coffee break and lunch buffet or wedding breakfast and evening buffet) 'numbers' shall refer to guests expected to attend each sitting on a separate basis and not on a combined basis. Final numbers of persons are required at least ten full working days prior to the function. Catering and

charging will be based on such number, notwithstanding that the number of attendees may be less. If more than the guaranteed minimum number attend the function the client will be charged according to the total number attending, but the hotel cannot be responsible for service to a number in excess of 10% above the guaranteed min number.

- (II) If any dispute arises as to the number of those who attend the function the hotel shall determine the number and such determination shall be final and binding to the parties.
- (III) Where the booking includes bedroom accommodation, the full rooming list is required not less than 14 days prior to the date of arrival.
- (IV) The hotel reserves the right to release banqueting space proportionally should the bedroom accommodation contracted reduce by more than 25%
- (V) If the numbers (referred to at (I) above) at any time up to 10 days before the function date or the numbers actually attending, represent a shortfall of more than 20% of the numbers stated overleaf, then the guest will be liable to make payment for 80% of the total anticipated charges in respect of the shortfall in addition to payment for those actually attending.
- (VI) For conferences, clause (1) (I) is suspended to the extent that any reduction in numbers occurring after the hotel's advised deadline date for notification of contracted numbers will be charged in

accordance with the provisions of clause 8 below. In this regard, a cancellation / reduction in numbers charge equal to the entire 24 hour and / or day delegate rate payable by any such delegates that have been cancelled / reduced in numbers will be payable in full by the company who has entered into this contract.

(2) INFORMATION

The Client shall provide, on request by the Hotel, all such information which is available in relation to the function as may be necessary to enable the Hotel to make a fully informed reassessment of its obligations to provide the services.

(3) AMENDMENTS

The Client agrees that the Hotel may accept any verbal amendments given during the course of the function or its preparation, by the Client or by anyone acting or purporting to act on the Clients behalf and the Client agrees to pay for any additional service so provided. The Hotel is not responsible for any delays arising from alternate instructions being provided on the day of the event.

(4) CHARGES

- (I) Account facilities will only be granted to those Companies which have established credit facilities in advance. For non-account Clients, payment is required no less than 14 days prior to the date of the function, failing which the function may be cancelled.
- (II) The Client agrees to pay all Hotel charges on the due date, failing which interest will be charged daily at 2% over the Hotel's Bankers Base Rate.
- (III) Any function for which advance payment is overdue by more than 7 days, may be cancelled by the Hotel and the cancellation fees detailed in Clause B will become payable immediately.
- (iv) All rates include VAT where applicable. For no shows/ cancellations, rates are non vatable and the original VAT inclusive rates will apply to the cancellation /no show charge. Room hire rates and the proportion of all day delegate and 24 hour delegate rates allocated to room hire, are similarly non -vatable.
- (V) If there are any queries on any part of an Invoice, the Client will pay the undisputed balance of the sum owing on the date due and the remainder on resolution of the query.
- (VI) The Hotel reserves the right to withhold or withdraw credit facilities at any time without notice.
- (VII) The Company reserves the right up to 8 days before the function to request payment of a deposit at any time prior to the date of the function, the amount of which shall be determined by the Company. Should the Client fail to pay such a deposit within 7 days of being requested to do so, the Company may take the booking as having been cancelled by the Client and subject to the cancellation penalty provisions debited herein.
- (VIII) Any complaint arising out of the function must be made in writing to the Company within 7 days of the function, and must be made by a contractual party to this Agreement, to be recognized by the Hotel, The Company will not give consideration unless received in such a manner and within such time limit and shall thereafter be entitled to claim the full sum due from the customer in respect of the function

(5) ADVERTISING

If the general public are admitted to the function, the Client should not use the Hotel's name(s) or trademark(s) without its prior written permission and must show all tickets, posters and advertising material to the Hotel for its approval in writing in all other circumstances, this information should be provided if so requested by the Hotel.

(6) CLIENTS USE OF THE HOTEL

The Client and persons attending the function shall:

- (a) Comply with all licensing, health and safety and other regulations relating to the Hotel and ensure nobody under the age of 18 years old is served alcohol.
- (b) Not carry out electrical or other works at the Hotel including amplification and lighting ,without the Hotel's prior written consent.
- (c) Not bring any dangerous or hazardous items into the Hotel
- (d) Not consume any food or drink in the Hotel not supplied by the Hotel or its authorized caterers without the Hotel's prior written consent. Any alcohol discovered as brought in will be subject to a corkage charge of £20 per bottle.
- (e) Not act in any improper or disorderly manner, leave promptly at the appropriate time and comply with all reasonable requests made by the Hotel's employees.
- (f) Not bring or allow to be brought liquor from outside the Hotel for consumption during a function at the Hotel. Any person or item in breach of these conditions may be refused admission to or be removed from the Hotel.

(7) CANCELLATION BY THE HOTEL

The Hotel may cancel the bookings in the following circumstances:

- (a) If the Hotel or any part of it is closed due to circumstances outside its control.
- (b) If the Client becomes insolvent or enters into liquidation or receivership.
- (c) If the Client is more than 14 days in arrears with any payments to the Hotel.
- (d) To avoid a breach of these conditions;
- (e) If it might prejudice the mutation of or cause damage to the Hotel.

In such an event the Hotel will refund any advance payment made but will have no further liability to the Client.

8) CANCELLATION BY THE CLIENTS

- (I) If the Client cancels a reservation(s) less than 6 months in advance, the Hotel reserves the right to claim the following sums unless a booking is obtained for the same dates from a third party on no less favorable terms:
- (a) Cancellations over 6 months in advance deposit forfeited;
- (b) Cancellations between 3 and under 6 months in advance 30% of total anticipated charges;
- (c) Cancellations between 1 and under 3 months in advance 50% of total anticipated charges;
- (d) Cancellations between 15 and 30 days in advance 70% of total anticipated charges;
- (e) Cancellations between 7 and 14 days in advance 85% of total anticipated charges;
- (f) Cancellations between 3 and 7 days in advance 90% of total anticipated charges;
- (g) Cancellations less than 3 days in advance 100% of total anticipated charges.

In all instances, notifications of cancellation or reduction in numbers must be made in writing and received, and will be effective on the date received and acknowledged in writing by the hotel.

(II) WEDDINGS

- (a) Over 6 months in advance deposit forfeited;
- (b) Cancellations between 3 and under 6 months in advance 30% of total anticipated charges;
- (c) Cancellations between 1 and under 3 months in advance 50% of total anticipated charges;
- (d) Cancellations less than 1 month in advance 100% of total anticipated charges

Cancellation fees may not be applied against future functions at the hotel without the prior written consent of the Group Managing Director.

(9) LIABILITY

- (I) The hotel will be liable to the Client and/or persons attending the function for injury to persons or loss or damage to property only where and to the extent that it has been negligent ,but otherwise will be under no liability to them whatsoever.
- (II) The Client will be liable for any loss or damage to the Hotel's property whatsoever including decorations, light fittings, flooring, carpets and equipment (Including items hired for their use) or injury to any person, including Hotel staff whether caused by the client, their supplier or any person whatsoever attending the function, and shall fully indemnify the hotel against any loss or liability (other than the Hotel's liability in (I) above arising from the function.) (III) The Client is advised to consider arranging insurance for the function covering public liability and loss or damage to its property and that of the persons attending the function.
- (IV) The full cost of repairing or replacing the Hotel's property as a result of damage or breakage or removal of the Hotel's property will be charged to the Client, whether this was caused directly by the Client or by a sub-contractor working on the Client's behalf. Express authority to charge the credit card provided to pay for the event is hereby provided (V) The Owners and Managers of the Hotel shall not be liable for any claim for personal injury (including death) to any person employed by the Client, the Hirer of the Banqueting area, nor any loss of damage of any kind whatsoever which may be attributable to any property belonging to the Owners and Managers of the Hotel or third parties on, in or upon banqueting areas or which may arise out of or in consequence of any activities or operations whatsoever carried out by the Client or the Hirer in consequence of any activities or operations whatsoever carried on by the Client or the Hirer in and upon the banqueting areas nor for any claim, demand, proceedings, cost, charges, and expenses whatsoever in respect thereof or in relation thereto excepting any claims which may arise as a result of the negligence of the Owners or Managers of the Hotel or their representatives. It shall be the sole responsibility of the Client to effect what insurance they think fit in respect of the employment or any performer, entertainer or otherwise and such equipment as required during their occupation of the banqueting areas. All such entertainers employed by the client will be

(10) General

(I) The Hotel will take all responsible steps to fulfill the reservation to the best of its ability and in accordance with the details provided. However, it reserves the right to provide alternative services or alternative function rooms of at least an equivalent standard at no additional cost to the Client and the Client shall have no claim in respect of such alternative service or function room.

required to produce a Public Liability certificate with a minimum £1 million or will not be permitted to perform.

- (II) This contact is non-assignable by the Client and shall be governed in all respects by English law. Only the contractual parties to this Agreement shall have any recourse under the terms of this contract.
- (III) The Hotel reserves the right to pass on to the Client any additional costs incurred by them for goods and services requested during the course of the function, or caused by the Client not adhering to the agreed times for services.
- (IV) Whilst the Company has taken all reasonable steps to ensure that the information contained in its brochures, tariffs and advertisements are accurate, it reserves the right to alter, substitute or withdraw any service, facility or amenity without notice if necessary or to amend any prices on provision of 7 days notice.
- (V) Where the numbers of guests attending a function reduces by more than 20% as stated above at
- (1) (V), the Client will be liable to make up the shortfall on the basis referred to above and the Hotel reserves the right to provide an alternative function room to accommodate such reduced numbers without any liability on the part of the Hotel.
- (VI) Any verbal or written communications preceding the execution of the contract are superseded by the terms of this agreement.
- (VII) No variation of these conditions shall be effective unless in writing and signed on behalf of the Hotel by both the Managing Director and the Client.
- (VIII) The level of noise, especially that produced by sound equipment, must be kept to a reasonable volume. The Hotel's determination as to 'reasonable volume' will be final. If the client is desirous of displaying motor cars/or motor cycles outside the Hotel, such requests must be notified to the hotel in writing 6 weeks in advance and can only be approved by the appropriate Local Authority and Patrizia, the Business Park Owner.

(11) Private Functions

For private functions a deposit of 50% of the expected total account is required at the time of booking. For weddings, a deposit of £1,000.00 is required at the time of booking. In addition a credit card or equivalent guarantee will be required. The remaining balance will be due 28 days before the function. If the balance is not received, the hotel shall have the right to cancel the function on giving the client 24 hours notice either verbally or in writing, in which event the deposit shall be forfeit to the hotel which shall further be entitled to the balance outstanding in accordance with Clause 8 (I) or 8 (II) Should there be additional requests during the function, these will be settled prior to departure.

CANAPÉS

Kindly find below a selection of Canapés to accompany your arrival drinks

Choose 3 Canapés £8.95

Choose 5 Canapés £10.95

Choose 7 Canapés £12.95

Menu Selections per person 1 item each

Hot Menu Items

Leek, Chive and Parmesan Quiche (v)

Mini Croque Monsier

Salmon Fish Cakes

Filo Prawns with Sweet Chilli Sauce

Chicken Satay

Mini Vegetable Spring Roll (v)

Duck Spring Roll

Vegetable Samosa (v)

Spicy Lamb Samosa

Cold Menu Items

Dipped Strawberries (v)

Tomato and Roquefort Tart (v)

Leek, Chive and Parmesan Quiche (v)

Boccocini and Basil Skewers (v)

Tomato and Basil Bruschetta (v)

Chicken Liver Pate Crostini

Smoked Chicken and Mango

Smoked Salmon and Cucumber

Black Olive and Tomato Panniers (v)

Parma Ham and Mozzarella Skewers

Tuna and Prawn Brochette

*Prices are subject to change





FINGER BUFFET SELECTOR

Kindly find below a selection of Finger Buffet options.

Choose 8 Items £18.95 per person Choose 12 Items £24.95 per person Choose 16 Items £28.95 per person

Selection of Wraps & Baguettes
Broccoli and Stilton Quiche (v)
Goujons of Lemon Sole
Teriyaki Prawns
Thai Beef Skewers

Paprika Spiced Fries (v)

Leek, Parmesan and Chive Quiche (v)
Smoked Salmon Mousse with Cucumber

Scampi with Tartare Sauce

Thai Spiced Chicken

Roast Beef and Yorkshire Pudding

Tomato and Basil Bruschetta (v)

Roasted Vegetable and Goat's Cheese Quiche (v)

Prawn Spring Rolls with Sweet Chilli Dip

Calamari with Aioli Dip

Chicken Satay Skewers

Mini Lamb Kofta

Courgette Fritters with Sesame Soy Dip (v)

Cajun Spiced Fries (v)

Croque Monsieur

Spinach and Ricotta Tartlet (v)

Sausage in Mustard Cream

Smoked Salmon and Cream Cheese Crostini

Tandoori Chicken Drumsticks

Salmon Fishcake with Tartar Sauce

Homemade Sage and Onion Sausage Roll

Breaded Mushrooms filled with Blue Cheese (v)

Mini Vegetable Spring Rolls (v)

Deep Fried Potato Wedges with Sour Cream (v)

Mini Duck Spring Rolls

All Finger Buffets are served with a Selection of Homemade Desserts
*Prices are subject to change



