



WEST RETFORD
HOTEL & RESTAURANT



Weddings
2024 & 2025



Wedding Ceremonies

We are fully licensed to hold civil marriages at the hotel, either in one of our elegant suites or in the beautiful landscaped gardens where you can marry under our romantic pagoda.

In order to marry at the hotel you need to:

- Call the hotel to check we are able to accommodate your wedding ceremony on your required date.
- Contact your registrar's office (0300 500 8080) to provisionally book a registrar to perform your ceremony.
- Contact the events office at the hotel and let us know you have booked the registrar.
- At this stage we will require an idea of how many guests will be attending and will provisionally book the rooms required for your ceremony and reception.
- Arrange to meet with us to confirm. A non refundable deposit of £1000 is required.

All other details can be discussed nearer the date. We will then make all the arrangements with you to ensure you have an unforgettable day.

Hotel Civil Wedding Charges

You pay the registrar directly for their services.

Suite	Max Number	Room Hire Charge
The Rufford Suite	40	£350
The Grove Suite	60	£350
The Shelley Suite	160	£650
The Garden Pagoda	160	£650

Entertainment:

Our resident DJ is available to hire at a cost of £350 until midnight. If you wish to provide your own disco there is an administration charge of £75. (PAT testing and public liability certificates are required)

Chair covers:

Are available to order through the hotel, if you wish to provide your own chair covers, there will be a supplement charge of £75.

Accommodation:

The hotel offers 63 bedrooms, all with en-suite facilities. A preferential accommodation rate is available for all your guests wishing to stay at the hotel.

Perfect for Weddings

The Shelley Package

AVAILABLE APRIL TO SEPTEMBER

The Shelley Suite

This magnificent suite with ornate ceilings, low hung chandeliers, oil paintings and two fabulous bay windows offers a feeling of sheer opulence.

The room opens out on to our beautifully landscaped gardens. With its own bar, air-conditioning and dance floor, the Shelley Suite offers privacy in stylish surroundings.



The Shelley Package includes:

- Free room hire
- 4 course meal or Afternoon Tea menu and drinks package for 60 guests
- One glass Bucks Fizz for arrival/after ceremony
- One glass house wine during the meal
- One glass sparkling wine toast
- Evening buffet for 100 guests (5 items)
- Top table fresh flower arrangement
- Gold cake knife & stand
- Master of ceremonies
- Chair covers with sash (for your day guests)
- Linen tablecloths & napkins
- Red or cream carpet welcome
- Personalised printed table plan & place cards
- Complimentary feature room for the newlyweds on their wedding night

£4495.00

MONDAY TO THURSDAY

£4995.00

FRIDAY AND SUNDAYS

£5995.00

SATURDAYS

Extra day and evening guests can be added, please enquire for a price

Perfect for Weddings

01777 854290

email: sales@westretfordhotel.co.uk

visit: www.westretfordhotel.co.uk

The Grove Package

AVAILABLE APRIL TO SEPTEMBER

The Grove Suite

This elegant room provides a more informal and relaxed atmosphere. Situated on the first floor it has superb views over the hotel gardens.

An elegant room with luxury gold drapes which compliment the gold and blues of the wall coverings. Its low ceiling with spot lights and wall lights can add a romantic mood to your special day.



The Grove Package includes:

- Free room hire
- 4 course meal or Afternoon Tea menu and drinks package for 40 guests
- One glass Bucks Fizz for arrival/after ceremony
- One glass house wine during the meal
- One glass sparkling wine toast
- Evening buffet for 80 guests (5 items)
- Top table fresh flower arrangement
- Gold cake knife & stand
- Master of ceremonies
- Chair covers with sash (for your day guests)
- Linen tablecloths & napkins
- Red or cream carpet welcome
- Personalised printed table plan & place cards
- Complimentary feature room for the newlyweds on their wedding night

£3195.00

SUNDAY TO THURSDAY

£3495.00

FRIDAYS

£3695.00

SATURDAYS

Extra day and evening guests can be added, please enquire for a price

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The Shelley Winter Wonderland Package

AVAILABLE THROUGHOUT OCTOBER TO MARCH

Winter is one of the most romantic times of the year, so why not take advantage of our special Winter package in our fabulous Shelley Suite, an ideal suite for a larger wedding with views over the gardens.



The Winter Wonderland Package includes:

- Free room hire
- 4 course meal and drinks package for 60 guests
- One glass Bucks Fizz for arrival/after ceremony
- One glass house wine during the meal & one glass sparkling wine toast
- Evening buffet of pie & peas for 100 guests
- Top table fresh flower arrangement
- Gold cake knife & stand
- Master of ceremonies
- Chair covers with sash (for your day guests)
- Linen tablecloths & napkins
- Red carpet welcome
- Personalised printed table plan & place cards
- Complimentary feature room for the newlyweds on their wedding night

£3995.00

MONDAY TO SUNDAY*

Extra day and evening guests can be added, please enquire for a price

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* Except Saturdays in December

The Grove Winter Wonderland Package

AVAILABLE THROUGHOUT OCTOBER TO MARCH

Our Winter package in the Grove suite is perfect for a smaller more intimate wedding, the room is on the first floor with views over our landscaped gardens.



The Winter Wonderland Package includes:

- Free room hire
- 4 course meal and drinks package for 40 guests
- One glass Bucks Fizz for arrival/after ceremony
- One glass house wine during the meal & one glass sparkling wine toast
- Evening buffet of pie & peas for 80 guests
- Top table fresh flower arrangement
- Gold cake knife & stand
- Master of ceremonies
- Chair covers with sash (for your day guests)
- Linen tablecloths & napkins
- Red carpet welcome
- Personalised printed table plan & place cards
- Complimentary feature room for the newlyweds on their wedding night

£2995.00

MONDAY TO SUNDAY

Extra day and evening guests can be added, please enquire for a price

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The Deluxe Wedding Package

AVAILABLE ALL DAYS THROUGHOUT THE YEAR

The Ultimate Wedding

For an inclusive deluxe package that includes all those little extras to make your day truly magical.

Our deluxe package is in our Shelley Suite which can accommodate up to 160 for your sit down meal and up to 250 in the evening.



£6500.00

MONDAY TO SUNDAY

Extra day and evening guests can be added, please enquire for a price

The Deluxe Package includes:

- Free room hire
- 4 course meal (*menu 3 or 4*) & drinks package (*option 4*) for 60 guests
- One glass of Prosecco with strawberries on arrival
- Two glasses house wine during the meal & one glass Prosecco for toast
- Evening Buffet (*8 items*) or Barbeque (*BBQ menu 2*) for 100 guests
- Canapes for 60 guests
- Top table fresh flower arrangement
- Gold cake knife & stand
- Master of ceremonies
- Chair covers with sash (*for your day guests*) or white washed chivari chairs
- Linen tablecloths & napkins
- Red or cream carpet welcome
- Personalised printed table plan & place cards
- Evening disco
- Complimentary Bridal Suite for the newlyweds on their wedding night

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If you are on a package you can choose either menu one or menu two

A vegetarian choice & any dietary requirements will be added on to your menu

Wedding Breakfast Menu One

Salmon & Spinach Fishcakes
lemon mayo & dill salad



Roast Chicken Breast
crispy sage & onion stuffing,
mash potato & rich onion gravy



Salted Caramel Brownie
warm milk chocolate and Baileys shot & vanilla ice cream

£39.95
PER PERSON

Wedding Breakfast Menu Two

Homemade Soup of the Day
with a warm bread roll



Cumberland Sausage
Yorkshire pudding, champ mash & rich onion gravy



Glazed Lemon Tart
raspberry infused meringue, raspberry sorbet

£39.95
PER PERSON

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Wedding Breakfast Menu Three

Homemade Scotch Egg
homemade piccalilli, peppered mayo & herb salad



Cod Loin
infused in lemon parsley oil, chorizo herb crust, sea salted crushed
new potato cake & green beans & petit pois



Chocolate Orange Bourbon
chocolate shortbread, Belgian chocolate cream, whisky orange glaze

£44.95
PER PERSON

Wedding Breakfast Menu Four

Roasted Vine Tomato, Crab & Oak Smoked Salmon Terrine
cheese bread toast



Medallions of Beef Fillet
pate & wild mushrooms in a brandy cream sauce



Taste of Chocolate
salted caramel brownie, white chocolate & Cointreau tiramisu,
milk chocolate & caramel ice cream

£44.95
PER PERSON

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Barbeque Wedding Breakfast Menu One

Roasted Red Onion, Brie & Spinach Tart
dressed leaves and aged balsamic



Traditional Meaty Pork & Leek Sausages	New Potato Salad
Beef Burgers	Coleslaw
Vegetable Kebabs	Mixed Green Salads
Char-grilled Corn on the Cob	Baby Tomato Salad
	Garlic Bread



Chocolate Profiteroles
warm milk chocolate sauce



Coffee

£39.95
PER PERSON

Barbeque Wedding Breakfast Menu Two

Ham Hock Terrine
homemade piccalilli and melba toast



Salmon & Prawn Kebabs	Minted New Potatoes
Tender Rump Steak	Coleslaw
Traditional Meaty Sausages	Tomato & Mozzarella Salad drizzled with basil oil dressing
Marinated Chicken Drumsticks	Mixed Green Salad
Char-grilled Corn on the Cob	Garlic Bread
Vegetable Kebabs	



Caramelised Lime & Lemon Tart
whipped cream



Coffee

£41.95
PER PERSON

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Traditional Afternoon Tea

Want something a little different? Treat your guests to delicious traditional afternoon tea on traditional tea stands.

A Selection of Freshly Made Finger Sandwiches

Smoked Salmon & Cream Cheese | Egg Mayonnaise with Rocket | Yorkshire Ham & Tomato
Cheddar & Chutney | Roast Beef & Horseradish



Wraps

Coronation Chicken | Prawn Mayonnaise | Hoisin Duck & Cucumber



Savouries

Mini Quiches | Sausage Rolls | Chicken Skewers | Mini Bruschettas



Sweet Treats

Homemade Fruit Scones & Cherry Scones | Yorkshire Dales Clotted Cream & Strawberry Jam
Mini Desserts & Chocolate Dipped Strawberries | Mini Patisseries



Pots of Freshly Brewed Tea or Coffee

Glass of Chilled Prosecco

£39.95
PER PERSON

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Vegetarian & Vegan Options

Timbale of Summer Fruits
raspberry sorbet & fruit coulis

Sun Dried Tomato, Cheddar & Basil Potato Skins
dressed salad

Soup of the Day
bread roll



Mediterranean Vegetable Hot Pot
warm toasted bloomer bread

Chickpea, Spinach & Tomato Curry
coconut cream, steamed rice & mango chutney

Stuffed Pepper
cous cous & Mediterranean vegetables



Raspberry Frangipane Tart
fruit coulis

Chocolate & Coconut Tart
seasonal berries

Honeycomb Cinder Toffee Brownie
seasonal berries

Children's Wedding Breakfast

Choose either a half portion of adult's meal
or a menu from the options below

Yorkshire Pudding with Gravy

Tomato Soup

Cheesy Garlic Bread

Crunchy Vegetable Sticks



Chicken Breast
mash potato, vegetables & gravy

Strips of Breaded Chicken
chips & beans

Sausage & Mash
with gravy

Penne Pasta
tomato sauce



Chocolate Brownie

Vanilla Ice Cream

Strawberry Jelly

Fruit Salad

£21.95

PER CHILD AGED 2-12
UNDER 2'S DINE FOR FREE

Perfect for Weddings

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Finger Buffet

A Selection of Freshly Made Open Sandwiches

Roasted Yorkshire Ham & Dijon Mustard | Homemade Coronation Chicken | Prawn in Marie Rose Sauce
Cheese & Branston Pickle | Tuna Mayonnaise & Sweetcorn

Then choose 5,7,9 or 11 items from the following list:

Onion Bhaji
Cocktail Pork Pies & Branston Pickle
BBQ Chicken Drumsticks
Wrapped King Prawns
with sweet chilli dip
Sesame Chicken Goujons
Spring Rolls
Chicken Satay Sticks
with a peanut dip
Honey & Sage Sticky Pork Ribs
Homemade Scotch Eggs

Sausage Rolls
Fish Goujons
with tartare sauce
Stuffed Jacket Skins
with cheese and ham
Chips
Savoury Wedges
Mustard Sausages
Tortilla Chips & Dips
BBQ Sticky Pork Ribs

£19.95
FOR 5 ITEMS

£23.95
FOR 7 ITEMS

£25.95
FOR 9 ITEMS

£27.95
FOR 11 ITEMS

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Evening Barbeque Menus

Barbeque Menu One

Beef Burgers
served in a burger bun and cheese



Traditional Pork & Leek Sausages
served in a hot dog bun



Bowls of Mixed Salad & Coleslaw



Jacket Potatoes
with grated cheese and sour cream dip

£19.95
PER PERSON

Barbeque Menu Two

Beef Burgers
served in a burger bun and cheese



Traditional Pork & Leek Sausages
served in a hot dog bun



Chicken Drumsticks



Vegetable Kebabs



Bowls of Mixed Salad & Coleslaw



Jacket Potatoes
with grated cheese and sour cream dip

£21.95
PER PERSON

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Canapé Selection

Choose 3 items from the below menu

Shetland Crab, Saffron Crème Fraiche & Feta on Toasted Brioche



Coriander & Lime Scone with Smoked Salmon & Cream Cheese



Asparagus Spears with Parma Ham



Mini Toad in the Hole



Hot Mini Beef Wellington



Baby Mozzarella, Cherry Tomato & Basil Skewer



Warm Applewood Smoked Cheese, Celery Tart & Apple Chutney



Chocolate Dipped Strawberries

£6.95
PER PERSON

Luxury Bridal Brunch

This package is designed for the Bride and her bridesmaids to have a pre-ceremony bite to eat

A Glass of Bucks Fizz



A Selection of Danish and Croissants
with preserves



Mini Fruit Kebabs



Chocolate Decorated Strawberries

£12.95
PER PERSON

Cheese Platter

A selection of English & Continental Cheese
with water biscuits, grapes and celery sticks

£40.00
PER TABLE OF 10

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Drinks Packages

Package One

One Glass of Bucks Fizz
to be served on arrival / after ceremony



One Glass of House Red or White Wine
to be served with the meal



One Glass of Sparkling Wine
to be served as a toast

£16.95
PER PERSON

Package Two

One Glass of Bucks Fizz
to be served on arrival / after ceremony



Two Glasses of House Red or White Wine
to be served with the meal



One Glass of Sparkling Wine
to be served as a toast

£19.95
PER PERSON

Package Three

One Glass of Pimms Cocktail
to be served on arrival / after ceremony



One Glass of House Red or White Wine
to be served with the meal



One Glass of Sparkling Wine
to be served as a toast

£17.95
PER PERSON

Package Four

One Glass of Prosecco & Strawberries
to be served on arrival / after ceremony



Two Glasses of House Red or White Wine
to be served with the meal



One Glass of Prosecco
to be served as a toast

£22.95
PER PERSON

Package Five

Bottled Beer & Cider Buckets
to be served on arrival / after ceremony



One Glass of House Red or White Wine
to be served with the meal



One Glass of Sparkling Wine
to be served as a toast

£18.95
PER PERSON

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TIMINGS

The hotel must be informed of the wedding ceremony time at the initial booking stage.

Timings cannot be altered without prior consent of the Hotel. It is the Hotel's policy to cater for two weddings / events on the same day.

Exclusivity is not guaranteed. The hotel & its grounds may be used by other guests or functions/ weddings being held at the hotel.

MUSIC

The event will finish at midnight unless otherwise specified.

Any live music must be indoors and cannot play past 11pm

A £75.00 administration fee will be charged if clients wish to source their own disco and all electrical equipment must be PAT tested and public liability certificates provided

Only biodegradable confetti allowed (gardens).

LIQUOR LEGISLATION

We at West Retford Hotel have to comply with all the statutory / legal obligations placed on us as a licensed premises.

The Law: The Licensing Act 2003 imposes a mandatory condition on all premises licences requiring every sale of alcohol to be made or authorised by a personal licence holder. As this statute is a legal requirement we cannot allow the consumption of alcohol in public areas that has not been purchased from the hotel. (Public areas consist of function rooms, restaurant, bar, corridors, outside spaces, reception area, lifts and public washrooms.)

Should any guest be found bringing alcohol in for consumption in public areas, they will be asked to forfeit the goods, and may be asked to leave the premises; further breaches our policy could result in the function being prematurely ended.

Alcoholic favours are not allowed at the hotel.

I am sure that you will support us in our legal obligations and allow us at West Retford Hotel to make your day run as smoothly as possible for you and your guests.

EVENING BUFFET

As a hotel we advise that food is not left out longer than 2 hours from serving due to Health & Safety risks.

By signing the Wedding Event Contractual Agreement you are aware of the implications of leaving food out in a warm atmosphere for longer than advised and that the hotel cannot accept responsibility for any illness as a result of the food being left in a warm environment.

ACCOMMODATION RATES

A block of 20 bedrooms will be reserved for your wedding guests to book for the night of your wedding at your advised wedding rate.

Extra beds are available on request at a charge of £10 (subject to availability).

Travel cots are also available on request.

Please notify guests to call the hotel directly to book their accommodation on 01777 854290 quoting your surname and date of wedding as reference. Any unsold rooms will be released one month prior to the wedding.

Bedrooms are available from 2.00pm on the day of arrival and must be vacated by 11.00am on the day of departure unless specific alternative arrangements have been agreed.

CATERING

100% of attending guests must be catered for during the day and a minimum of 80% for the evening.

Wedding packages cannot be modified.

Outside catering is not permitted at the venue. Any food items brought into the venue must be authorised prior by the venue.

PAYMENT TERMS

A deposit of £1000 is required to secure the booking.

A further £1000 is due 3 months before the wedding.

A final details meeting will be held 8 weeks prior to the wedding.

Final balance is due 2 weeks prior to the event.

Please note all payments once made are non-transferable and non-refundable.

CANCELLATION TERMS

If the period of notice exceeds 6 calendar months then only the initial deposit amount will be forfeited.

If the period of notice is between 6 months to 30 days then a cancellation charge equivalent to 100% of the contracted price of the event shall be payable.

All payments are non transferable.

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