



The Old Vicarage Hotel Wedding Brochure





Dear potential Bride & Groom

Thank you for considering The Old Vicarage Hotel for your wedding.

Our approach to helping you plan your special day is quite simple yet has proved to be remarkably effective - we listen and talk about your needs.

Consequently in this introduction to planning your wedding at The Old Vicarage Hotel there are surprisingly few facts and even fewer lists: Instead we try to give you a flavour of how we can make your day extra special and hope that it will inspire you to arrange to visit us and discover how our skills and your dreams will ensure that The Old Vicarage provides a day to remember.

With just 14 bedrooms, you can also be reassured that no matter if you invite ten guests or one hundred, your wedding will be the only event hosted by The Old Vicarage throughout the day: You and your guests will have the hotel and its grounds for your exclusive use, and best thing is there is no additional cost for this. This also means that our staff will be totally focused on ensuring the success of your special day.

Of course, if you require more than 14 bedrooms, we can make arrangements with nearby hotels on your behalf. The Old Vicarage is family owned and run. That gives us the ability to be very flexible in our approach and gives you the reassurance that you are dealing with people who care about the success of your wedding day just as much as you do - whether you are planning a meal that will last for just a few hours or an event that will fill an entire weekend.

The renowned Orangery Restaurant, with its superb views over the rolling Shropshire countryside, provides an unforgettable venue for your wedding breakfast and your civil ceremony and is sufficiently versatile to handle both large and small parties.

Our head Chef, Gavin Allen, has won awards for his culinary skills and The Old Vicarage is proud of his ability to harness the abundance of fresh local produce to create innovative menus that are simply stunning, and our sous chef Simon Morris was the head pastry chef in Simpsons restaurant, a Michelin star delight, so any ladies with a sweet tooth you will love Simons creativity and passion in creating the perfect pudding. We can provide sample menus if you wish, but for your special day it is so much better to talk to us and develop a menu that is truly unique for your special day

We trust that this brief introduction will encourage you to talk to us. Have a tour of the hotel and see the superb reception areas where your guests can meet before the meal. Walk the grounds and envisage your wedding photographs being taken amid beautiful countryside ... and see how, with our experience and enthusiasm, The Old Vicarage Hotel can make your wedding day exceed your expectations.

To make an appointment to just look around or perhaps even get a quote please call David or Sarah, on 01746 716 497 or email admin@oldvicarageworfield.com

Wishing you all the luck in planning your perfect day

Sarah & David Blakstad
Proprietors





Civil Wedding Ceremonies

The Old Vicarage hotel is fully licensed to hold Civil Wedding Ceremonies

The registrars fees are payable direct to the registrar, for availability and further information please contact the registrar's office direct on

0345 678 9016

The Orangery

The Orangery Room enables guests to enjoy the magnificent views while in beautiful surroundings. The orangery can accommodate from 5 to 80 guests for a civil ceremony. The Orangery has large windows overlooking the wonderful Shropshire countryside giving it a light, spacious and airy feel

2020 - £375.00

2021 - £380.00

2022 - £385.00

Room Hire Charge

Please note, guests not wishing to have a wedding breakfast or an evening buffet, there may be an additional charge.





Choosing the right package for you...

We are delighted that you are considering holding your wedding Reception here at the Old Vicarage Hotel and Restaurant. Although we aim to be as flexible as possible to accommodate your guests' needs, we understand the importance of budgeting for your wedding and offer a choice of packages to suite your requirements.

Exclusive use weddings – amazing value starting from £4,500.00 (bedrooms exempt)

This includes:

- Exclusive Use of the whole hotel
- Master Of Ceremonies
- Linen napkins & table cloths
- 50 Wedding guests at your wedding breakfast
- 3 Course Meal
- Wedding Cake stand and knife
- Sparkling wine arrival drink for all guests
- A Glass of wine per person with your meal
- Glass of Sparkling wine for your toast
- Free parking
- Hog roast for 80 guests
- House DJ

Exclusive use weddings: March, April, May, June, September, October, November, December 2020

£5,250.00

Exclusive use weddings: July & August 2020

£6,000.00

Exclusive use weddings: January, February 2021

£4,000.00

Exclusive use weddings: March, April, May, June, September, October, November, December 2021

£5,500.00

Exclusive use weddings: July & August 2021

£6,250.00

Exclusive use weddings: January, February 2022

£4,250.00

Exclusive use weddings: March, April, May, June, September, October, November, December 2022

£5,750.00

Exclusive use weddings: July & August 2022

£6,500.00

Extra day guest covers charged:

2020- £68.50 per adult / £17.00 per child

2021- £70.50 per adult / £18.00 per child

2022- £72.50 per adult / £19.00 per child

Extra evening guest covers charged at £18.50

All prices are inclusive of VAT. **Bedrooms exempt**

For more information please call the hotel on 01746 716 497 or email admin@oldvicarageworfield.com





Weekday Packages

For those of you with a specific budget or have a more intimate wedding in mind, why not take advantage of our “Week Day all-inclusive wedding packages”

Exclusive use wedding for an amazing (bedrooms exempt)

£2,550.00 in 2020

£2,750.00 in 2021

£2,950.00 in 2022

This includes:

- Exclusive Use of the whole hotel
 - Master of Ceremonies
 - Linen napkins & table cloths
 - Arrival drink for your guests
- 30 Wedding guests at your wedding breakfast
 - 3 Course Meal
 - Wedding Cake stand and knife
- Glass of wine per person with your meal
- Glass of Sparkling wine for your toast
- Preferential room rates for your guests (subject to availability)
 - Complimentary on site parking

Terms and Conditions

Monday to Thursday only - Does not include evening function

Extra covers charge at £60.00 per adult / £18.00 per child

PLEASE NOTE THE ABOVE PACKAGE IS A DAY TIME OFFER AND GUESTS NEED TO VACATE THE PREMISES BY 18.00 HOURS





The Perfect Wedding Breakfast

The first meal you will enjoy as a married couple.

If you want to offer your guests an option you will need to provide the hotel with a pre order and table by table list of what your guests have chosen. Your wedding Director can help you through these choices.

You firstly pick what package to go for and then simply choose 3 options of starters, mains & desserts to send to your guests for them to choose from. Simply send your choices to us no later than a month before the date of the wedding.

CANAPES

The Perfect Start... (£6.95 per person)

Served with your drinks reception

Choose from a selection of 3 canapés which will be served to your guests on arrival at the hotel.

Wrekin Blue Cheese Mousse – Pickled Walnut – Apple Caviar (V)

Rosemary - Sea Salt & Olive Focaccia (Vegan)

Mini Prawn Cocktail

Parmesan Beignets

Smoked Salmon & Chervil Mousse

Mini Fish & Chips

Sausage Rolls - Chilli - Fennel Seed

Pulled Pork Bon Bon – BBQ Sauce

Chicken Goujons - Lime – Ginger

STARTERS:

Willow Package – Inclusive

Smoked Haddock – Leek Veloute – Roast Onion Oil

Roasted Red Pepper & Smoked Paprika Tart – Warm Goats Cheese – Marinated Olives (V)

Course Pork Pate - Homemade Picallili – Fennel Seed Croutes

Smoked Mackerel Pate – Pickled & Compressed Cucumber – Yoghurt & Coriander Dressing

Chicken Liver Parfait - Red Onion Marmalade – Melba Toast

New Potato Veloute – Parsley Pesto (V)

Tomato Soup – Basil Oil (Vegan)

Cauliflower And Fenugreek Veloute (V)

Cedar Package – £3.50 supplement

Beetroot & Dill Marinated Salmon – Roasted Beets – Granny Smith Apple

Confit Chicken & Shitake Terrine – Pickled Raisins

Warm Asparagus Hollandaise - Pea Shoots

Welsh Black Bomber Rarebit – Brioche – Apple Pickle – Burnt Apple Puree (V)

Fresh Pea & Ham Soup

Classic Minestrone Soup (Vegan)

Broccoli & Shropshire Blue Cheese Soup (V)

Acer Package – £4.50 supplement

Smoked Salmon – Shallots, Capers - Lemon Juice, Brown Bread

Poached Lobster – Cucumber Sorbet – Tomato Salad

Devon Crab Meat – Avocado – Tomato Fondue – Crab Biscuit

Homemade Bresaola – Chicory Salad - Gherkin

French Onion Soup

Cullen Skink Broth

Bouillabaisse Stew



MAINS

Willow Package – Inclusive

Roast Shropshire Chicken – Sage & Onion Stuffing – Chipolata & Bacon
Braised Shoulder of Lamb with Tomato, Olives & Anchovies
Fillet of Scottish Salmon – Asparagus – Roast Garlic Cream Sauce
Roast Rump of Beef – Yorkshire Pudding – Red Wine Gravy
Roast Belly Pork – Chickpea & Pepper Stew

Cedar Package – £7.00 supplement

Roast Shropshire Chicken Breast – Butternut Squash Risotto – Basil Puree
Confit Gressingham Duck Leg – Pickled Red Cabbage – Star Anise Jus
Fillet of North Sea Cod – Tartare Butter Sauce – Buttered Spinach
Sirloin of Beef – Yorkshire Pudding – Red Wine Gravy

Acer Package – £10 supplement

Rack of Local Lamb – Puy Lentils – Maple Glazed Smoked Carrots
Roast Gressingham Duck Breast – Kirsch Marinated Cherries – Citrus Butter Sauce
Fillet of Local Beef – Wild Mushroom & Madeira Sauce – Buttered Spinach
Fillet of Turbot – Charred Baby Leeks – Oyster Mayonnaise

Vegetarian and Vegan Options (*available on all packages*)

Seasonal Risotto (Vegan)
Fricassee of Seasonal Vegetables, Cous Cous
Spinach & Ricotta Filo Parcel – Roasted Walnuts
Tagliatelle – Roast Squash - Sage Crisps - Pine Nuts (Vegan)

Please select 2 potato options and 1 vegetable option to accompany your meal.

POTATO OPTIONS

Roast potatoes
New potatoes
Dauphinoise potatoes
Mash potato

VEGETABLE OPTIONS

Roast root vegetables
Panache of seasonal vegetables
Ratatouille
Roasted Mediterranean Vegetables



DESSERTS

Raspberry Crème Brûlée with Buttered Shortbread
Sticky Toffee Pudding – Toffee Sauce - Clotted Cream Ice Cream
Pear & Almond Tart – Chantilly Cream
Trio of Chocolate Mousse – Shortbread Fingers
Vanilla Panacotta with Raspberries & Grappa - Biscotti
Traditional Eton Mess
Strawberry, Passion Fruit & Lime Pavlova
White Chocolate Parfait – Bananas in Caramel Sauce & Hazelnuts
Lemon Tart – Raspberry Sorbet
Seasonal Fruit Platter
Chocolate & Baileys Cheesecake – Hot Chocolate Shot
Artisan Cheeses with Grapes & Celery (*supplement of £2.50 per person*)
(£5.95 per person if taken as an extra course)

CHILDREN

STARTERS

Cheesy Garlic Bread
Tomato Soup
Fresh Melon & Raspberries

MAIN COURSE

Homemade Chicken Nuggets – Chips & Peas
Cheese & Tomato Pizza
Sausage & Mash
Cheesy Pasta

DESSERT

Selection of Homemade Ice Cream
Fresh Fruit Salad
Chocolate Sundae





When the evening comes...

Your All-Inclusive package includes our succulent Hog Roast. You are free to add extra's or maybe switch to a finger buffet instead. Details are listed below

HOG ROAST

The Hog Roast is carved by our Chefs

Shropshire Hog
Floured Baps
Roast Gravy
Sage & Onion Stuffing
Cider & Apple Sauce

Vegetarian or Vegan Alternative

EVENING BUFFET

Choose 6 Items	-	£17.50
Choose 8 Items	-	£19.50
Choose 10 Items	-	£20.50

Selection of Sandwiches & Wraps
Selection of Open Ham & Tuna Melts
Cool Potato Salad
Crunchy Coleslaw
Tossed Mixed Salad
Chunky Beef Tomato & Spring Onion Salad
Buttered Sweetcorn & Mixed Pepper Salad
Savoury Rice Salad
Cherry Tomato & Spring Onion Pasta Salad
Spicy Coronation Chicken Salad
Fresh Thyme Garlic Bread
Sliced Cold Meats
Smoked salmon & Lemon
Jerk Chicken Wings
BBQ Belly Pork
Sausage Rolls
Selection of Pizza
Selection of Quiche
Lamb Kofta Kebabs
Mini Beef Burgers
Mini Chicken Burgers
Chilli Beef Wraps & Vegetable Chilli Wraps



A CAKE MADE OF CHEESE

A Tiered Wedding Cake Consisting of cheeses from Moyden's, Market Drayton, Shropshire.

Homemade Chutneys

Pickles

Water Biscuits

Butter

£350.00

BBQ options

MEATS			
BBQ Brisket Baby Back Ribs Red Hot Chicken Wings Pulled Pork BBQ Lamb Shoulder		We are able to cater for all dietary requirements, so if you have any questions or concerns regarding any of the dishes please do not hesitate to contact us.	
FLAVOURS	BREAD	SIDES	SAUCES
Cajun Rub (Spicy) Creole Rub (Spicy) Old Vicarage Special Rub (Sweet) Caroline Rub (Vinegary Hot)	Crusty Baguette <u>Tortilla</u>	American Slaw BBQ Baked Beans Corn on the Cob Roast Pepper Salad Corn Relish Salad Leaves Cheese Fondue Potato Salad	Ranch Sauce Habanero Sauce Sweet Pepper Salsa Carolina BBQ Sauce

Designing your buffet

For your BBQ evening buffet, you can design your own set menu choosing:

2 MEATS
 3 SIDES
 1 BREAD
 ALL SAUCES
£22.50pp

3 MEATS
 5 SIDES
 2 BREADS
 ALL SAUCES
28.50pp





The Small Print

Confirmation

All booking must be confirmed in writing along with a sign copy of our terms and conditions of booking, and a NON REFUNDABLE DEPOSIT of £500. **Final Payment is due 2 weeks prior to your wedding**

Cancellations & Wedding Insurance

We are now requesting all couples getting married at The Old Vicarage Hotel have an adequate wedding insurance policy in place. In the unlikely event you would need to cancel your wedding for any reason, it would cover any monies due, not only for us here at the hotel, but for any other services you may put deposits down for, i.e. photographers, florists etc. **We kindly request that a copy of your insurance certificate is sent to the hotel, at the earliest opportunity, which will then be kept on file.** In the event of cancellation, the following charges will be incurred: The percentage cost would be the value of your package price and the value of the bedrooms.

9 Months	- 10%	6 Months	- 25%
3 Months	- 50%	2 Months	- 100%

Final Numbers

Menu selection must be made no later than 1 month prior to your arrival date and final numbers of people attending no later than 3 weeks prior to the commencement of your function.

Cancellation by the Old Vicarage Hotel & Restaurant

If payment conditions are not met, we reserve the right to cancel your function.

General Conditions

The hirer shall pay for any loss or damage to any part of the Hotel premises, or to any fixtures, fittings and equipment which are caused by the hirer, his guest or paid servants. We will not be held responsible for damage to any article brought on to the premises.

The Hotel shall not be liable for any loss or damage except within the constraints of the hotel proprietor's act. In the case of the loss or damage to the hirer, it must be reported to the duty manager at the time.

The hotel shall not be responsible for any failure to provide facilities contracted for in the event of its being prevented from doing so as a result of "Force Majeure" or any other cause beyond its control.

All Prices are inclusive of Value Added Tax at the prevailing rate at the time of booking. This form represents your confirmation and contract for your forthcoming function, and is governed and construed in accordance with the laws of England. Please return and sign by all relevant parties and enclosing any deposit to secure the booking.



The Finer Details....

We understand the stresses of planning your big day! to help we have compiled a list of answers to our most Frequently Asked Questions, which we hope will help.

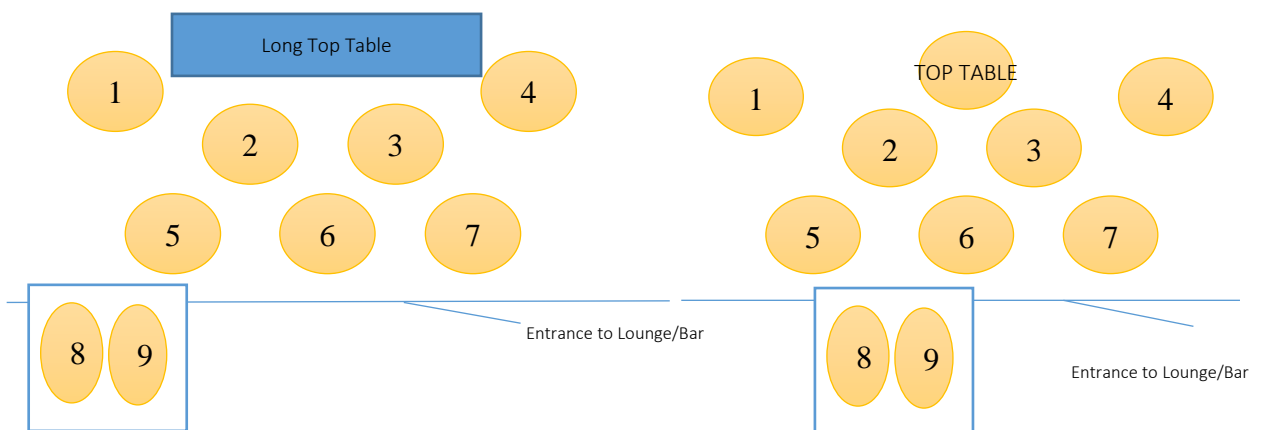
Table Layout & Seating Plan

There are several options to the layout of the tables in the Orangery. Your first decision should be to decide if you want a top table, and how you would like that to look. The remaining tables can then be placed around that.

A long table can seat up to a maximum of 10 guests, or you may wish to choose a round top table (maximum 9 guests) or a sweetheart table for just the happy couple.

You can then have 7 additional round tables seating maximum of 9 guests. For larger wedding over 70 guests 2 additional tables are set up in the 'Old Bar' connecting to the Orangery. These are Oval tables and can seat up to 10 guests.

Below are a few examples:



2 weeks prior to your wedding, we will ask you for your table plan. This will be a table by table list of your guest names, in the order you wish them to be sat around the table. If you are offering your guests a choice menu, we will also need to know what dishes they have chosen, alongside any dietary other information we need to know, ie:

Table 1	Starter	Main	Dessert	Information
Hannah Smith	Soup	Beef	Eton Mess	Gluten Free
Tom smith	No Starter	Beef	Chocolate Mousse	Child, Highchair Required

Where guests have given a choice, we ask that you put their options on the reverse of their name card as a reminder to them on the day and to help ease of service.

We have a table top easel, for you to display your seating plan on when your guests enter for the wedding breakfast





Chair Covers / Sashes

We have plain white chair covers designed specifically to fit the chairs in the Orangery. We also have a selection of sash colours to choose from. Ivory, Silver, Sage Green, Royal Blue, Navy Blue, Turquoise, Deep Purple, Lilac Lace/organza, Yellow, Rose pink, Coral satin & Red (Limited No.)

If we have a colour to match your scheme then these will be included free of charge with the hire of the chair covers. (Please note we have varied numbers of each sash colour, so please check with us.

Should you decide to have Table-runners, the diameters/lengths of the tables are as follows:

Diameter of the round tables for 8 guests are 5ft.

The Length of a top table for 6 guests is 12ft, 8 guests is 16ft and 10 guests is 20.5ft

Cake and Card table are 3ft.

Centre Pieces / Favours

We are happy for you to design and chose your own centre pieces, we only ask you to take into consideration the height and width of your decorations to ensure that we are able to serve your wedding breakfast easily, and that guests at opposite sides of the tables are able to see & speak to each other.

Small candles, such as tea-lights are fine, but need to be in something that will catch any wax drips, and make sure you bring in spares so that fresh candles can be used for the evening function. We are happy for sprinkles, gem stones, confetti to be used within reason.

We also have silver table number holders available for use with your own table numbers/names

Any types of favours can be used, so long as they are not alcoholic.

We will arrange a suitable time for you to drop your centre pieces and other bits prior to the big day.

If you have smaller children at your wedding, it may be advisable to provide a small activity pack to keep them occupied during the wedding breakfast or some outdoor toys.

Room Bookings & Check-in.

As part of your package you will be contracted to take the 14 rooms in the hotel. We leave the allocation of these rooms down to you, as you will know your family & friend's requirements and tastes. Approx. 2-3 weeks before your wedding, you will be invited to view the hotel rooms and complete a room allocation list. This list will guide you as to which are our family rooms, which rooms can have extra beds and accessibility. Please note the maximum capacity of the hotel is 35 guests.

The prices for weddings rooms are £110 Bed & breakfast. We often publish room rates on websites such as Booking.com and Laterooms.com at a discounted room only rate. These rates are only available at short notice to help us sell rooms at late notice, not unlike the airlines and are not available at weekends. Often your guest will go online to see what the cost of the room is and comment on the different prices quoted. We charge for weddings a set price regardless of type of room and all the rooms are guaranteed at this price, we do this instead of charging a venue hire fee as in other smaller venues.

Check in is at 2.30pm. Where available, early check-in may be arranged at a cost of £25.00 per room, however this is strictly by prior arrangement only. **Check-out is 10.30am prompt.**

In order to make the check in process as efficient as possible please supply your guest name and email address details, this will enable us to then just hand over the keys and direct your guests to their room without the lengthy check in process, we will leave the registration form in their room to sign and bring down to reception, therefore avoiding any queues.





Civil Ceremony

The registrar will arrive approx. 45 minutes prior to your allocated wedding time. They will speak to each of you in turn prior to the ceremony, which will last approx. 20-30 minutes. It is important you are both on time for the ceremony. The registrar's often have other weddings booked, and will leave if you are more than 20 minutes late.

You will need to provide music for the ceremony (on a memory stick which can then be uploaded to our iPod system). You will need an entrance song, 2-3 songs for the signing of the registrar, and an exit song. These choices will need to be approved by the Registrar, to ensure no religious content.

Confetti is only allowed outside the hotel.

Entertainment and extra's

The house DJ is included in your package. We use Mr Gee Entertainments. You can contact them prior to discuss your first dance and other playlist options for your wedding.

We are happy for small musicians to play at your venue, i.e. solo guitarists, string quartets, solo vocalists etc. However, due to the size of the venue, we are unable to allow any larger live bands due to the limited space on the dance floor and consideration of our neighbours with noise levels. Anyone coming into the hotel would need to provide us a copy of their public liability insurance.

You are also welcome to have any other form of outside entertainment such as table top magicians, caricaturists, children's entertainers etc. again a copy of their public liability insurance would be required. There is also adequate space in the Orangery for Photo booths and sweet carts should you so wish.

Please note we do not allow any third-party food at the hotel, this is all provided by the hotel.

Behind the bar!

The Bar is open until midnight. All guests will be asked to move from the Orangery into the lounge at this point, and we would kindly ask all guests leave for their rooms or snug by 1.00am.

We have a large selection of beers and ciders behind the bar. We can also arrange for an Enville Bright Ale to be available on draught especially for your wedding. These can be brought in in barrels of 36 or 72 pints. Any unsold pints would then be charged back to yourselves at cost price (approx. £1.48/pint)

The Snug

When the evening is drawing to a close and the last non resident guests leave at the end of the evening we offer a small lounge, to just kick off your shoes and mull over the day. We offer a hot drinks station and water for your comfort. This is a room that is for residents and is left open all night. There is no night service so why not plan ahead and stock the mini bar with your favourite nightcap. Just ask for details.

Heading Home

Due to the rural location of the hotel, we strongly suggest that any guests travelling home by taxi pre-book their journeys as early as possible, we advise this information is added to your evening invitations too, this will prevent guests having a lengthy wait at the end of the night.

