



Balmoral
Hotel
Belfast

Dear

Thank you for your interest in the Balmoral Hotel Belfast as a venue for your special day. May we take this opportunity to congratulate you and extend our very best wishes for your future happiness.

The Balmoral Hotel offers a range of elegant suites suitable for your special day. Whether you are planning a gala celebration in the Grand Ballroom, a luxurious affair in our Richmond Suite or a private gathering in our Westbury Suite we have the perfect suite to host your perfect day.

From the moment your guests arrive at the Balmoral Hotel, our highly experienced team roll out the red carpet and put the champagne on ice in anticipation for the arrival of the happily married couple for this special and memorable day.

We understand that organising your wedding can sometimes be daunting and we can assist in making it all a little easier. At the Balmoral Hotel we have put together a number of all-inclusive wedding packages which take care of every detail. Relax and let our wedding coordinators help plan your day.

Location is everything and the Balmoral Hotel Belfast is in a convenient but serene surroundings with easy access from anywhere in Northern Ireland just off the M1 motorway. Our own landscape garden is ideally situated within our grounds for creating that perfect memorable moment. Sir Thomas and Lady Dixon's Park and Musgrave Park are also picturesque, nearby wedding photograph locations.

Thank you again for your interest in the Balmoral Hotel Belfast. We look forward to hearing from you.

Yours sincerely,

Carol-Lee Johnston

For further information please contact a member of the Wedding Team
Tel: 02890 301234 or email info@balmoralhotelbelfast.co.uk

Our Gift to You

Civil Ceremonies

We are delighted to offer the following facilities with our compliments for your special day:

- Complimentary Room Hire
- Red Carpet on arrival at the Hotel
- Tea/Coffee and Biscuits on arrival for you and your guests
- An elegant Cake Stand and Knife
- White Linen Table Cloths and Napkins
- Personalised Table Plan & Menus
- A Complimentary Suite for the Bride & Groom
- Reduced accommodation rates for guests
- Beautiful Landscaped garden for photographs
- Should the weather prove unfavourable on the day, there are many areas inside the hotel which will provide beautiful backgrounds for photographs
- Weddings taking place Sunday to Thursday, receive reduced rates.
- Extensive car parking facilities for your guests
- PA System

We at the Balmoral Hotel are fully equipped and licensed to hold Wedding Ceremonies and Civil Partnerships.

Once you've agreed a date with us, independent arrangements should be made with the Registrar. (Listed below)

Belfast City Council

Registrar's Office

City Hall

Belfast

BT1 5GS

Tel: 028 9032 0202

Email: registrar@belfastcity.gov.uk



A Stylish Event Begins Long Before The Guests Arrive...

Wedding Menu

Starter

Vegetable Broth

Potato & Leek Soup

Mushroom & Smoked Bacon Soup

All accompanied with a Crispy Bakers Roll

Chicken & Mushroom Bouchée, Tarragon Cream Sauce

(Please choose one option)

Main Course

Chicken Breast, Sage Stuffing, Wrapped in Bacon, Pan Gravy.

£23.45

Co Antrim Turkey & Ham, Sage Stuffing & Chipolata Sausages, Turkey Gravy.

£24.95

Roasted Leg of Lamb, Toasted Pine Nuts & Stuffing, Rosemary Gravy. £25.95

Roast Sirloin of Beef, Yorkshire Pudding, Thyme Pan Juices.

£26.95

Baked Herb Crusted Salmon, Spinach & Nutmeg Cream

£24.95
(Please choose one option)

Potato Selection:

Minted Baby Potatoes, Creamed Potatoes, Champ, Roast, Garlic Gratin. (Please choose two options)

Vegetable Selection:

Roasted Carrots & Parsnip, Cabbage & Bacon, Peas & Sweetcorn, Cauliflower Mornay, Roasted Mediterranean Vegetables (Please choose two options)

Dessert

Seasonal Berry Pavlova, Vanilla Cream & Chocolate Shavings.

Deep Filled Apple Pie, Cinnamon Anglaise, Berries & Cream.

Profiteroles, Raspberries & Chocolate Sauce.

Tiramisu

Chocolate Mousse, Vanilla Cream, Hazelnuts & Seasonal Berries.

(Please choose one option)

All inclusive of freshly brewed Filter Coffee / Tea & Mints

Children's Options

Half the Adult Portion

or

Children's Meal

Soup, Chicken Nuggets & Chips

Followed by Ice- Cream

£14.50

Evening Buffets

Finger Buffet:

Selection of Sandwiches, Sesame Glazed Cocktail Sausages, Chicken Goujons, Vegetable Samosas, Oriental Vegetable Spring Rolls. Dips & Sauces. £

Additional

Selection of Wraps (10 persons)	£25.00
Chicken Goujons	£2.45(per portion)
Cod Goujons & Chip Cones	£4.95
Platter of Sandwiches (10 persons)	£25.00

Expect A Perfect Day & Memories To Last A Lifetime...



Wedding Packages

Why not take advantage of our exclusive Wedding Packages. When you choose one of the Balmoral's wonderful Wedding Packages we will be delighted to offer you advice and assistance in organising the day and night of your dreams. Take away the stress and let us take care of everything from Chair Covers with Co-ordinating Sash, Centrepiece, Fairy Light Curtain for Top Table Backdrop and much more.

You will get the full attention of our dedicated wedding planner who will oversee all your room decoration needs for your special day

The Gold Package: £ 33.00pp

Gold has been cherished for centuries. Cherish your wedding and choose the Gold Package...

*Complimentary Room Hire

Tea / Coffee with biscuits for your guests on arrival

Sparkling Fairy Light Curtain Backdrop for Top Table

Your choice of chair cover, colored sash & centerpiece

Jugs of Cordial of choice for Tables

**Choice of Starter, Main Course, Dessert, Tea & Coffee

The Platinum Package: £ 36.00 pp

Platinum is pure, rare, and eternal. Your wedding will be too when you opt for the Platinum Package...

*Complimentary Room Hire

Tea / Coffee with biscuits for your guests on arrival

Sparkling Fairy Light Curtain Back Drop for Top Table

Your choice of Chair Cover, Colored Sash & Centerpiece

Jugs of Cordial of choice for Tables

Sparkling Wine Fountain for Toast

2 Bottles of House Wine per Table (min numbers apply)

**Choice of Starter, main course, dessert, tea & coffee

The Diamond Package £43.00 pp

A diamond is forever! A memory that will sparkle forever is found within the diamond package...

*Complimentary Room Hire

Tea / Coffee with Biscuits for your guests on arrival

Sparkling Fairy Light Curtain Back Drop for Top Table

Your choice of Chair Cover, Colored Sash & Centerpiece

Jugs of Cordial of choice for Tables

Sparkling Wine Fountain for Toast

2 Bottles of House Wine per Table (min number apply)

House Finger Buffet

**Choice of Starter, Main Course, Dessert, Tea & Coffee

*Minimum numbers apply

Mid-Week Package: £ 22.00pp

Complimentary Room Hire

Tea / Coffee with Biscuits for your guests on arrival

Sparkling Wine Fountain

**Choice of Starter, main course, dessert, tea & coffee

The Mid- Week Wedding Package:

- Is available Sunday – Wednesday (excluding Bank Holidays).
- Mid-week receptions held on a Thursday are priced at £25.00pp
- Minimum numbers of 80 applies and all dates are subject to availability.

Terms & Conditions Apply

When booking a Gold, Platinum or Diamond Wedding Package the following applies:

- Minimum numbers of 130 guests.
Table wine is based on a minimum of 8 people per table. Any extra wine required is charged accordingly at the selling price

To Love, Laughter & Happy Ever After...

Terms & Conditions

1. Provisional bookings will be held for not more than seven days from the date of booking a reception.
 2. A deposit of **£300.00** is required to secure the provisional booking,
 3. On a date three calendar months after the first deposit received, a further deposit of £300.00 is required and again on a date six calendar months after second deposit received a further deposit of £500.00 shall be required to secure the final booking of the event on the date specified.
 4. Not less than 6 weeks (inclusive of weekend days) before the wedding date, the person making the booking must make an appointment with the Conference & Banqueting manager. This appointment is to confirm specific details, requirements, final number for the wedding day and payment of the wedding reception must be paid in full on this date. .
 5. This final number shall represent the minimum numbers of guest that will be charged for. In the event that the person organising the wedding reception request additional guests to be added to the final numbers, the hotel management shall use their endeavours to facilitate such a request, but cannot guarantee that additional numbers can or will be catered for. Any additional costs must be settled on this date.
 6. All deposits paid are non-refundable and non-transferable
 7. All prices are correct at time of going to print and inclusive of Vat at the prevailing rate.
 8. Wedding receptions can only be booked by the bride & groom for whom the reception is to be held. It is only the Bride & Groom who shall enter into the contractual arrangement with the hotel management for provisional bookings, final deposits and final numbers confirmation. **(ID required)**
 9. All cancellations must be made in writing and it shall be the responsibility of the person or persons making the booking to obtain a written acknowledgement of cancellation from the hotel management
 10. Cancellation fees shall be charged as follows:
 - i. For cancellation of provisional bookings – none applicable
 - ii. For cancellation of final bookings six months prior to the wedding reception – minimum charge of 20% of the estimated event value in addition to the deposit paid.
 - iii. Cancellation within the six month period after the final booking had been confirmed and not later than one month before the date of the wedding reception - 50% of the estimated event value in addition to any deposit paid.
 11. The person making the booking assume all responsibility for damage caused by them, their guests, or any other person attending the function, whether in the room reserved or in any other part of the hotel premise
 12. The person or persons making the booking undertake without reservation to make good/or pay restitution for the making good of any damage to fixtures, fittings, goods, chattels, furniture or equipment.
 13. All prices stated or indicated herein are based upon cost at the time of production of this document. They are subject to fluctuation without prior notice.
 14. The person or persons making the booking undertake to ensure the conduct of the function in an ordinary manner and in full compliance with the requirements of the hotel management and all applicable legislation.
 15. It is entirely at the discretion of the hotel management to maintain these hours of function, and the hotel management reserve the right to close the bar earlier or end the entertainment earlier for any reason without explanation.
 16. The hotel and hotel management shall not be liable for any failure or delay in providing facilities, service, food and beverage as a result of events or circumstance outside or beyond the control of the hotel or the hotel management
 17. All food and beverage items must be supplied by the Hotel. We reserve the right not to accept alcoholic miniatures into the hotel.
 18. Any items related to the wedding must be removed on the day of the wedding. The Hotel cannot be held responsible for mislaid effects.
- Please Note:**
No more than 10 people per table
In the event that we feel that extra security is required, the cost will be covered by Bride & Groom. A security deposit may be required.
Misuse of alcohol or any other substance will result in person / persons being removed from the premise
- Please sign below, for your acceptance of the terms and conditions listed above**
- DATE OF YOUR WEDDING:** _____
- Function Suite:** _____
- BRIDE:** _____
- GROOM:** _____
- Behalf of Hotel:** _____
- Date:** _____

Useful Telephone Numbers

Bridal Wear

Reflections Tel: 0289244 1717
Now and Forever Bridal Tel: 0289027 8550

Men's Wear

Balmoral Dress Hire Tel: 02890 626611
Touch of Class Tel: 07743518799
Louis Boyd Tel: 02890 232943

Florists

Flower Bay Tel: 02890 611977
Flowers R Us Tel: 02890 330018

Hair & Beauty

Mount Eagles Hair & Beauty Tel: 07749648751

Jewellery

Lou Lou Belle's Jewellery Tel: 07572078609

Doves

Angel Doves Tel: 07876157706

Photographer

4 ever photos Tel: 02890 611488
Paul Green Photography Tel: 07714087658
Digital Bride Tel: 07595599282
MMC Photography Tel: 02890 815863

Videographers

EMD Videography Tel: 07793149849
Montgomery Videography Tel: 07922675457

Champagne Fountain

Champagne Memories Tel: 07860944092

Wedding Planners

Personal Touch Tel: 07773858382
Highlight Events Tel: 07779105368

Cars

American Limousines Tel: 02892 605007
David Andrew Tel: 02890 693131
LA Hummer Hire Tel: 07964820243

D.J's

Smurfs Tel: 07514275894
Super Star Dee Jays Tel: 07803557154
Campbell Entertainment Tel: 07850868159
Skip Alexander Tel: 07739160514

Cakes / Sweetie Carts

Debbie Delights Tel: 07834730272
Claire's Cakes Tel: 07738224036
Sweetie Jar Candy Cart Tel: 07516 021615

Live Entertainment

Kopy Kats Tel: 07825047008
CameoFlage Tel: 07813303074
Swing Live Tel: 07932447656
Cara McCann Music Tel: 07743075453
Heather Catney Harpist Tel: 07730332039

Photobooth

Photobooth NI Tel: 07706 229606

Wedding Rings

Smooch Rings Tel: 01895 825 900