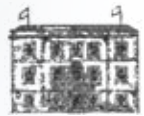




*Weddings*



THE HISTORIC  
**OLD HALL HOTEL**  
BUXTON



*Bespoke Weddings to suit your needs*



Historic, elegant and set in beautiful surroundings, the Old Hall is the perfect venue for a wedding. Whether you are looking for a civil ceremony, all day reception or an evening celebration the Old Hall offers a range of function rooms and menus to suit any budget.



# Civil Ceremonies

“The day was a wonderful success and you played a huge part in making it as special as possible”



The Old Hall is delighted to be able to offer civil services in a choice of our function rooms.

## **Our civil service room hire costs include the following;**

- The setting up and hire of the room for the ceremony
- Venue Licence and posting of official notices within the hotel
- Personalised fresh floral arrangement for the Registration table
- Background music or facilities for you to provide your own background music
- A private room required by the Registrar
- A member of our management team to liaise with the Registrar as required
- One of our beautiful lounges at the front of the hotel for photographs should you not be able to have them in the Pavilion Gardens due to bad weather.

## Cavendish Room

This room has beautiful bay windows overlooking the slopes and is ideal for the smaller service.

The maximum number for a seated service would be 25. The maximum number for a standing service would be 40.

**Cost for civil service (excluding Registrar fees) £150.00**



## Shrewsbury Room

This room overlooks the slopes through beautiful stained glass windows.

The maximum number for a seated service would be 65. The maximum number for a standing service would be 90 – 100.

**Cost for civil service (excluding Registrar fees) £200.00**



## Old Hall Restaurant

A spacious elegant room with beautiful wooden flooring overlooking 23 acres of the Pavilion Gardens, this room is perfect for larger ceremonies.

The maximum number for a seated service would be 120. The maximum number for a standing service would be 150.

**Cost for civil service (excluding Registrar fees) £250.00**

It is important that you contact the Registrar direct to make arrangements for your special day. Please be aware that any charges they make are separate to the hotel. The Registrar for the High Peak can be contacted on 01663 750473.

## *Wedding Reception Suites*

Whether you require a small intimate wedding or a larger celebration The Old Hall Hotel can cater for your requirements.





## **Old Hall Restaurant- Evening Reception £250.00**

**Disco's available from £175.00 / Bands available from £300.00**

Spacious and elegant overlooking the gardens, suitable for afternoon receptions. The maximum number for a wedding breakfast is 90 guests. A maximum of 150 guests can be accommodated in the restaurant for an evening reception.





### **Shrewsbury Suite- Room Hire £180.00**

This room overlooks the slopes through beautiful stained glass windows and is adjoined to the George Potter Bar. The maximum number for a wedding breakfast is 50 guests. The maximum number for an evening reception is 80 guests.





### **Cavendish or Talbot Room- Room Hire £80.00**

These rooms are ideal for the smaller wedding. The Cavendish room adjoins the relaxing lounge at the front of the hotel. The maximum number for a wedding breakfast is 20 guests. Evening receptions can be held in these rooms if you so wish

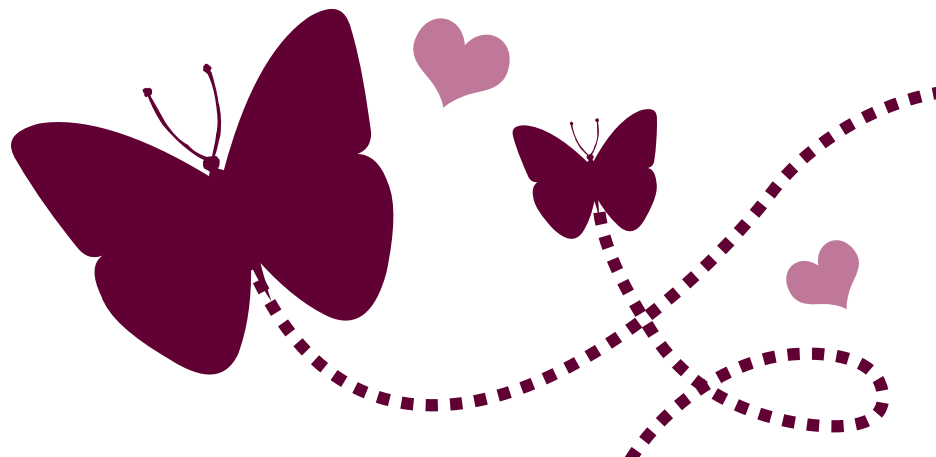




“We would not hesitate to recommend The Old Hall for any celebration / function, both in terms of the excellence and quality of the food and its presentation, and the exceptional attentive staff. Well done!”



*"Grow old with me!  
The best is yet to be"*





**Orchestra Pit- Room Hire £200.00,**  
**Disco's available from £175.00 / Bands available from £300.00**

The preferred choice for your evening reception the room boasts a stone vault and a dance floor. The maximum number for a wedding breakfast is 70 guests. The maximum number for an evening reception is 150 guests.

**Each wedding we host at the Old Hall Hotel is unique for you. We offer the following services and facilities to make your day run smoothly.**

- Banqueting Suite (room hire charge)
- Four Poster Bedroom for the Bride and Groom for the wedding night (subject to availability)
- A member of our management team as Master of Ceremonies
- Personalised Table Plan and Menus
- Place Cards
- Silver Cake Stand and Sword for cutting the cake
- Congratulatory bottle of Champagne
- White Table Linen and Napkins
- Candles
- House Water (Still and Sparkling)

This wedding package is £450.00 and can be adapted to suit your needs if required. Other packages are available on request, please contact the Wedding team on 01298 22841 for more information.



# *Count Down to the Big Day*



## **Once you're engaged**

- Set a date for the wedding
- Set your budget and decide who is organising each aspect of your day
- Find your venue for the ceremony and reception and contact the wedding co-ordinator, our team are available at your convenience!
- Choose Bridesmaids, Page Boys, Best Man and Ushers
- Decide on the number of guests and start drawing up a guests list
- Book wedding photographer
- Book wedding cars and any other transport that is needed
- Book band or DJ for the reception
- Choose flowers
- Order Invitations and Stationery
- Choose & order wedding cake
- Start to plan your honeymoon
- Choose your wedding dresses (it takes a minimum of 6 months to order your dress and have fittings)
- Investigate Wedding Insurance
- Choose your bridesmaids dresses
- Bridegroom to arrange suits for Best Man, Ushers and Fathers
- Choose your wedding menu we can arrange a food & wine tasting for you!

“I would just like to say thank you for all the help and kindness you and your team has given me so far and it gives me great faith that our wedding will run very smoothly”

### Three Months before

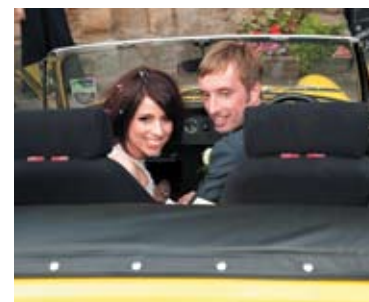
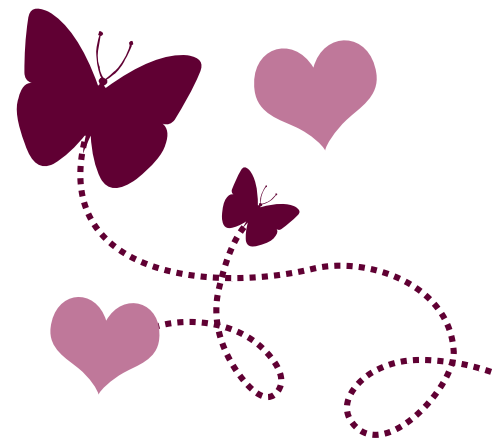
- Send out invitations
- Organise a wedding guest list
- Choose your wedding rings
- Organise Hen and Stag nights
- Choose wedding favours for the reception
- Arrange gifts for your helpers on the day
- Discuss seating arrangements with wedding co-ordinator

### One Month before

- Arrange seating plan and confirm final numbers with venue
- Have your final dress fitting and trial hair and make-up
- Arrange with florist number of button holes required and confirm final details
- Arrange a wedding rehearsal

### One Week before

- Confirm final arrangements with reception venue, photographers, florists etc
- Bridegroom to write speech
- Meet with Best Man, Ushers and Bridesmaids to finalise wedding day plans
- Wear in the wedding day shoes
- Appoint a member of the bridal party such as the Best Man or Chief Bridesmaid to be the main contact for the venue on the day



*Bedrooms*

An evening to embrace, a night to remember





We have 38 beautiful rooms for you to choose from on your wedding night. You can stay in Queen Mary's Bower, believed to be a part of Mary Queen of Scots original apartments and our grandest room with a four poster bed. Or choose from one of our other sympathetically furnished bedrooms, all with en-suite bathrooms, digital TV, hairdryer, radio, direct dial telephone and hospitality tray. There is also a lift to both floors. All our bedrooms are non-smoking, we can offer bed and breakfast or dinner bed and breakfast rates.

## Directions

Set in the heart of the Peak District and on the border of the National Park itself, Buxton is a beautiful market town bursting with visitor attractions. Whatever the weather there is something for everyone; take a walk through the picturesque Pavilion Gardens, see a show at the famous Buxton Opera House, hit the shops in Spring Gardens or simply relax in one of the towns many cafes, pubs or wine bars.

### How to find us

#### By Road

Buxton is easily accessible by road with many of the major motorways less than an hour away, including;

40 minutes, M1/J24 Derby-Ashbourne-Buxton

40 minutes, M1/J28 Matlock-Bakewell-Buxton

40 minutes, M6/J19 Knutsford-Macclesfield-Buxton

45 minutes, M56 Stockport-Buxton

#### By Rail

There is a regular train service direct to Buxton via Stockport or Manchester.

Parking in front of, opposite and to the side of the hotel is controlled from 8am – 6pm. Permits are available from the hotel. Check in time is from 2pm, if you arrive at 2pm you can purchase a Full Day permit for £3 which will cover you until check out. If you have any queries or you would like more information about parking please contact us.

## Terms and conditions

### 1. Charges and Payment

- The hotel requires at least 14 days notice prior to arrival date to arrange any credit facilities.
- 50% of estimated invoice total is due 2 weeks in advance the remainder is to be settled on the day of the wedding.
- Should a deposit or pre-payment be required for any event, this will be specified by your Wedding Co-ordinator on booking

### 2. Confirmation by the Client

- All bookings are considered as provisional until the contract is signed by the Bride and Groom and a deposit of £500.00 has been paid.
- The contract must be returned by the client within five working days of the date of issue. If such time is not available prior to the date of arrival – within a maximum of 48 hours. If the contract is not received by the hotel within this period the hotel reserves the right to release the provisional booking and re-let the facilities.
- Numbers must be advised to the Hotel at the time of verbal confirmation and will be listed on the contract. Final timings, menus and any special requests must be confirmed to the hotel at least 7 days prior to arrival.

### 3. Amendments by the Client

- Any amendments to guest numbers and/or arrangements must be confirmed to the hotel as soon as possible.
- Reduction in the duration or contracted value of the booking will be subject to the hotel's cancellation policy.
- No charges will be made for any reduction in numbers of less than 10% from those stated in the contract.
- Should a reduction in numbers of 10% or more be made at any time prior to the event the hotel will first try to re-sell any facilities and services. In the event they cannot be re-sold the reduction of 10% or more is subject to the cancellation policy.
- Final numbers must be notified at least 48 hours prior to arrival.

### 4. All cancellations must be confirmed in writing to the hotel

#### 5. Cancellations

Should you have to cancel your booking a charge is made equivalent to any loss suffered by the hotel. Cancellation charges will be calculated as a % of the total booking value according to the following notice period given

- 25% Cancelled 12-16 weeks prior to the event
- 50% Cancelled 6 – 12 weeks prior to the event
- 75% Cancelled 1 – 6 weeks prior to the event
- 90% Cancelled less than 1 week prior to the event



## **The Old Hall Hotel**

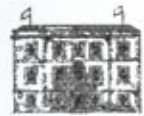
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Telephone: +44 (0) 1298 22841

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[www.oldhallhotelbuxton.co.uk](http://www.oldhallhotelbuxton.co.uk)

Design by First Impression 01298 73200



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**OLD HALL HOTEL**  
— BUXTON —