Cedar Court Hotels
WAKEFIELD

AsianWeddings

To discuss your requirements and answer any questions you may have please call our dedicated

Wedding co-ordinator

on **01924 583247**

or email confirmations@cedarcourthotels.co.uk

Gold and Silver Inclusive Packages

Gold Package (Up to 400 guests) @ £5500.00

Silver Package (Up to 250 guests) @ £3450.00

Our Wedding Package Includes …

Dedicated wedding co-ordinator who will be on hand to help you plan your wedding celebration and answer any questions you may have

Hire of banqueting kitchen for one of our approved caterers only

Red carpet entrance on arrival

Duty Manager to act as your toastmaster and run your wedding making sure everything goes to plan, which leaves you to enjoy your day

Fully air conditioned function room hire and complimentary set up

White linen table cloths

White paper napkins

Hire of all crockery & cutlery for 3 courses

Hire of glassware – one wine glass & one water glass

Corkage

2 x Kitchen porters

Free car parking and coach parking

Dance floor

4 stage blocks to raise top table

The storage for drinks for up to 2 days prior to the event

Function bar facilities

Fantastic area for photographs

Two candelabras with candles for the top table and all round tables

Changing room for bridal party

Silver cake stand & knife

Free on site car parking for you and your guests

We can also offer discount accommodation rates for all your guests

Standard Bedrooms

	2011
Room Only	
Single/Double	£55.00
Bed & Breakfast	
Single	£65.00
Double/Twin	£75.00
Family	£115.00

Executive Bedrooms

Why not upgrade to one of our Executive Bedrooms?
Executive bedrooms are newly refurbished bedrooms with LCD TV, air conditioning, super king size bed, no tray charge for room service, bathrobes & other luxury items, late check out.

Room Only		
Single/Double	£80.00	£80.00
Bed & Breakfast		
Single	£90.00	£90.00
Double/Twin	£100.00	£100.00

Bride & Groom package upgrade – additional £55.00 supplement
This special wedding night package includes a full bottle of champagne, a box of homemade chocolates, a bowl of strawberries, soft drinks and use of the hotel's bathrobes.

Cedar Courts preferred caterers

(These caterers must be used for all events)

Aagrah Restaurant 01274 668818 (Mr Shah)
01924 242222

483 Bradford Road
Pudsey
Leeds
West Yorkshire
108 Barnsley Road
Wakefield

Chana
0121 5800660
134 High Street 0844 5673801
West Bromwich
Birmingham
West Midlands
B70 6JJ

Nawaab Restaurant 01274 750371

32 Manor Row
Bradford
BD1 4QE

Apna Khana 07931923394 (Subash)
07789902094 (Arum)
58 Banner Street 07904460176 (Karan)
Off Leeds Road
Bradford
BD3 9RA

Add an extra special touch	**2011**
White Linen Napkins	£1.00
Coloured Slip Cloths	£5.00
Ribbon on Aisle chairs (civil ceremony)	£28.50
Chair Covers (includes cover, organza sash, delivery and collection)	£6.00
Registrars Table Swags & Bows	£21.00
Organza Top Table Swags & Bows	£68.50
Organza Table Runners	£6.70
Bay Trees	£50.00
Chocolate Fountain	Price on request
Black & White Dance Floor	£150.00
Star Curtain & Flames	£55.00
Iced Sculpture swan dressed with fruit	£65.00
3 Latex Balloon bouquet with coordinated ribbon and tassel weight	£10.00 each
Flower Centre Pieces	from £16.50 per centre piece

Terms and Conditions
Once you have met the team, viewed the facilities and visualised your wedding celebration at the Cedar Court Hotel Wakefield, a provisional booking should be made. We will hold your chosen date for 7 days without any obligation, and you will then be required to confirm your booking in writing with a deposit of £1000.00 which is non-refundable or transferable. And the final balance must be paid no later than 14 days prior to the wedding reception.
Before confirming wedding service times, you should agree your approximate time of arrival with the hotel, in order to prevent more than one wedding or party arriving at the same time (timings are taken on a first come, first served basis).

An event is not deemed confirmed until a signed copy of your events is returned back to the hotel after your deposit has been settled. From then on, you can be assured that our team at the Cedar Court will be working with you to ensure that you and your family are able to enjoy your special day.

Guest will be restricted to the rooms and covers booked.

Credit Bar cost of draught beer supplied to you by the hotel must be settled in full on the day of the event, prior to your departure. A payment procedure form will need completing authorizing credit card payment.

Delivery of your own drinks should be made at the hotels convenience for storage and to be arrange in advance.

The maximum capacity of the Cedar Suite id 400 guests, To ensure the comfort of all guests during your event its important you do not exceed this capacity. The hotel reserves the right to charge a minimum fee of £15.00 per person for any guests over the stated capacity on the day of your event. This fee is payable on the day of your event and is non negotiable.

All Operating staffing costs are extra to your package and the number of staff required are based on final numbers and service Style. Your event Finish time will be confirmed to you in your event schedule. Our preferred caterers must be used for all events.

Insurance
The hotel recommends that you arrange event insurance against cancellation etc. Please ask your co-ordinator for further details.

Cancellation
In the event of cancellation, there will be no charge providing the event is cancelled at least 180 days before the event. Should you find it necessary to cancel the event after this time; a charge will be made based on the expected total value of the event. All deposits and payment are non-refundable and non transferable. If more than six months notice is given only the deposit is lost. Between three months and six months notice, 50% of expected value of the event is required for payment. Less than three months notice, 90% of the total expected value of the event is required for payment.

*Note – These charges will be based on figures at the time of booking.

Food & Drink Information
All menus together with an indication of approximate numbers should be notified to the hotel no later than 28 days prior to the event. Final numbers for the event should be notified 48 hours in advance and these will be the minimum numbers you are charged for.

Minimum numbers
100% of numbers must be catered for the wedding breakfast. 100% of numbers for evening buffet. 100% of extra food, drink or service not mentioned in the contract but asked for at the hotel will be paid for before departing.

Disco/Bands
The provision of Discotheques may only be undertaken by the management of the hotel. Live bands, Cabaret etc. may be provided by the organiser with the approval of the hotel management and a supplement will be charged.

Electrical Equipment
Any materials, mechanical or electrical equipment brought by you or at your request must be brought to the attention of the hotel in writing. You will need the hotel's consent before they can be brought in, and they must comply with the current relevant regulations. In the unlikely event of a problem, you will be liable for damage or injury arising from the use of the equipment unless it has been caused by the negligence or bad faith of the hotel's employees. Any outside companies providing entertainment must provide the hotel with a copy of liability insurance and PAC testing certificate.

Price Increases
Prices may be subject to change without notice up to 90 days prior to the function. The price charged will be at the current rate of VAT. The hotel reserves the right to relocate the function to suit the final numbers concerned. If the agreed minimum numbers are not met then a supplement charge will be made to your booking.

Chair Covers
All chair covers must be ordered direct with the hotel at the prices shown in the brochure. This charge will include the moving of your chairs from the civil ceremony suite to your reception suite if necessary or requested by yourselves. Due to the health and safety issues and damage to chair covers, we have decided to ban the use of non nominated suppliers.

Fire Precautions
In the unlikely event of a fire, the guests will use the entrances and exits to which they are directed. The hotel can provide you with floor plans of the areas you will be using. The hotel is not responsible for any damage or loss to your belongings either prior to the beginning of the function, during or after it is over. The hotel retains the right to cancel the booking without obligation in the very unlikely event of fire, disputes with employees, alterations or decorations which are not finished on time, or by order of any public authority.