

# Wedding Brochure

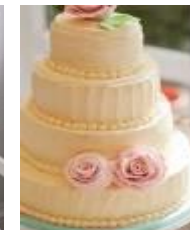
## The Evening Wedding Package:

£995.00 for 2017 & 2018, £1,095.00 for 2019

Our evening wedding package is based on 50 Guests, including the Bride & Groom. However additional day and guests may be added for an additional cost.

- Evening Reception Room Hire (6.00pm – Midnight)
- Red Carpet Arrival
- Informal Hotel Toastmaster
- White Table Linen and Napkins
- Cake Stand
- 6 Item Evening Finger Buffet ( 50 guests)
- Overnight accommodation for the Bride and Groom in a Deluxe Suite.

- Special accommodation rates for your guests – subject to availability
- Full use of our Horizons Health & Beauty Spa which incorporates an indoor pool and spa pool with waterfall feature, a steam room and sauna, plus treatment rooms and a fully equipped Gym
- A dedicated Wedding Co-ordinator to assist you with your Wedding planning and who will take care of you and your guests and all the formalities of your reception, to ensure it goes like a dream while you simply relax and enjoy your perfect day



## Finishing touches to consider:

Wedding make-up and beauty treatments at our Health and Beauty Spa

Music and Entertainment e.g. an evening disco or live band, string quartet or pianist, table magician

Wedding Cake

Luxury Car Hire

Balloons

Chair Covers to compliment your colour scheme

Chocolate Fountain

Casino Tables

Handmade Wedding Stationery

Bridal Flowers

*We are happy to assist with any additional arrangements and can advise you on trusted local suppliers.*

## Wedding Appointment Booking

Line:

**01256 796798**

**weddings@apollohotels.com**

  
**Apollo Hotel**  
Basingstoke ★★★★★

Apollo Hotel  
Aldermaston Roundabout  
Basingstoke, Hampshire  
RG24 9NU  
T: 01256796700  
[www.apollohotels.com](http://www.apollohotels.com)

# Canapés:

Our Canapés are the perfect accompaniment to your drinks reception

Selection of 4 canapés £7.00 per person 2018

£8.00 per person 2019



## Menu

Mini Crab Spring Rolls

Prawn Cocktail

Smoked Duck Breast with Hoi Sin Sauce

BBQ Pork Belly

Tempura Fried Mussels with Cauliflower Puree

Avocado King Prawns

Roast Cherry Tomato and Olive Tapenade

Caramelised Red Onion and Dolce Latté Cheese

Chicken Liver Parfait served with Fruit Compote

Baby Asparagus wrapped in Pancetta

Quail Eggs Florentine

# Evening Finger Buffet:

Please choose 6 items from the options below:

Additional items can be added at £2.95 per item, per person



## Menu

Selection of Sandwiches (including vegetarian)

Thai Fish Cakes

Lemongrass and Coriander Chicken Skewers

Mini Jacket Potatoes, filled with Cream Cheese and Chive

Homemade Cajun Potato Wedges

Vegetable Pizza Fingers

Mini Spring Rolls

Lamb and Rosemary Meatballs

Spiced Chicken Wings

Herb Breaded Garlic Mushrooms

Brie and Red Onion Crostini

Salmon Goujons with Tartar Sauce

Vegetable Samosas

## Optional Extras:

		Prices for 2018	Prices for 2019
Wedding Ceremony Room Hire		£250.00	£250.00
Canapés on arrival (4 piece selection)		£7.00pp	£8.00pp
Arrival Drinks / Drinks for Toast	Bucks Fizz	£5.50 per glass	£6.50 per glass
	Pimms and Lemonade	£5.00 per glass	£6.00 per glass
	Sparkling Wine	£6.50 per glass	£7.50 per glass
	House Champagne	£10.00 per glass	£11.00 per glass
Bottled Water on the Tables		£4.30 per bottle	£4.50 per bottle
Additional Evening Guests (adults)		£12.95 per adult	£13.95 per adult
Additional Evening Guests (children aged 10yrs & under)		£ 9.95 per child	£10.50 per child
Additional Evening Finger Buffet Items		£2.95 per item pp	£3.50 per item pp
Disco 7.00pm – Midnight		£325.00	£375.00
Disco 7.00pm – 1.00am		£425.00	£475.00

## Accommodation:

We offer discounted rates to wedding guests who wish to stay overnight

Rates are subject to availability at the time of booking

Rates are valid for Friday – Sunday.



### 2018

Single - £64.50 Bed & Breakfast

Double - £74.50 Bed & Breakfast

Family (2 Adults & 2 Children) - £101.50 Bed & Breakfast

### 2019

Single - £66.50 Bed & Breakfast

Double - £76.50 Bed & Breakfast

Family (2 Adults & 2 Children) - £103.50 Bed & Breakfast

You may book an allocation of 10 bedrooms which will be held up until 4 weeks prior to your wedding day.

Please see your wedding coordinator to book your allocation once you have confirmed your special day.

Any guests reserving accommodation will need to quote your wedding when booking

## Booking and Payment Details:

To confirm your chosen wedding date, we require a non-refundable deposit of £350.00 together with a signed copy of our Terms and Conditions.

Once both have been received, your wedding is confirmed and a booking confirmation will be sent to you.

Payment in full is then required 1 month prior to your wedding date.

**All Payments are non-refundable and non-transferable.**

The following payment methods are accepted:

Visa Credit / Debit, Mastercard, American Express, Cheque, Bank Transfer

Please make cheques payable to 'Apollo Hotel' and allow 7 working days for the cheque to clear. Details are available on request from your wedding coordinator for Bank Transfer payments. Please clearly mark payments with the name and date of your wedding

## Booking Terms and Conditions:

- Wedding packages are available based on minimum numbers of 50 adults, if your numbers are below this please ask for a tailor-made package.
- A non-refundable and non-transferable deposit of £500.00 is required at the time of booking to secure the date, with final payment being paid one month prior to the wedding date.
- All payments are non-refundable and non-transferable.
- A wedding cake or other consumables or other services then this shall be permitted subject to the following conditions:
  - You must seek and obtain the prior agreement of the Hotel before the scheduled event and you must provide a copy of the supplier's public liability insurance certificate which must be current and adequate in the view of the Hotel.
  - Hotel agrees to provide services using a specified third party provider and if you request an alternative supplier is used in place of the Hotels preferred supplier then they will not be included within the package and will not be discounted from the final balance ( where included).
  - The Hotel shall have no responsibility to such supplier or to you (or any of your guests) for the supply of goods or services by such supplier.
  - You shall be responsible for engaging such nominated supplier and the payment of their fees.
  - Such supplier must liaise with the Hotel in the provision of their services and must abide at all times with the Hotels reasonable instructions, site rules and health and safety policies otherwise the Hotel may refuse entry to them without liability to you.
  - You agree to indemnify the Hotel against all and any claims brought by any guest (including your guests) or any other person arising from any act or omission of the alternative supplier
- One set menu must be chosen for the entire party, although special dietary requirements can be catered for.
- All guests attending the event must be catered for.
- It is not our policy to allow wines or drinks to be brought into the hotel.
- All prices are correct at the time of going to print, but may be subject to alteration. All prices are inclusive of VAT.
- Non-residential functions must conclude at 12:00 midnight and we would ask all guests to avoid excessive noise after this time so as not to disturb other guests.
- Final requirements and numbers must be notified to the hotel fourteen days prior to your function.
- The client will always comply with statutory laws concerning licensing and entertainment provisions relevant to the event.
- Please note that in accordance with UK legislation, smoking is not allowed on the hotel premises.
- Clients shall be responsible for the orderly conduct of their guests and shall ensure that nothing shall be done which constitutes a breach of the law. Clients shall fully indemnify the company against any claims, loss or damage arising as a result of breach of this clause. Management reserves the right to refuse entry and to charge for any damages caused to the hotel by disorderly behavior.
- In the event of cancellation, the following scales will be applicable, based on the total cost of your wedding day.

Cancellation Time	% of Total Charge
25-52 weeks	25%
13 -26 weeks	50%
12 Weeks or less	100%

Brides Name:.....

Date of Wedding:.....

Grooms Name:.....

Signed to agree to the above terms and conditions:.....

Contact Telephone:.....

Date Signed:.....

## Frequently asked questions:

### **What size is the cake stand?**

Our cake stand is antique Silver Square and measures 14 inches in diameter. We also have a round silver stand available.

### **Can we use outside suppliers?**

Yes, providing a copy of the company's public liability and PAT test certificate are supplied prior to your wedding day.

### **Do you have a Toastmaster?**

Included in your package is the Conference & Banqueting Manger who will act as your Toastmaster and will be as involved as you wish.

### **What time can my guests check into their accommodation?**

Check in is from 3pm

### **How many car parking spaces are available?**

We have 200 spaces.

### **How many bedrooms does the hotel have?**

125 in total / 10 rooms will be allocated for your wedding guests.

### **Can we use confetti?**

Yes as long as its bio degradable

### **What happens at a civil ceremony?**

A civil ceremony is a non-religious ceremony, conducted by the Registrar from Basingstoke & Deane Borough Council.

### **Can we book the civil ceremony with you?**

No- you will need to contact the Registrar yourselves to arrange your desired date.



# Recommended Suppliers:

Please note that any additional 'added' extras must be booked direct with our suppliers by yourselves.

## Stationery

By Gemma of 'Handmade By Gemma'

Tel: 07834 902570

[www.handmadebygemma.com](http://www.handmadebygemma.com)

'Handmade by Gemma' is an independent design company which specialises in beautifully handcrafted and bespoke wedding stationery that will give your guests an amazing first and last impression of your wedding. Whether you're planning something more traditional or you are looking for something a bit more unique, Gemma can work closely with you and make your wedding as special as possible. Absolutely every detail is chosen by you then carefully handmade by Gemma. Gemma's passion for design is shown in her elegant and stylish approach. Using a professional or choosing handmade stationery does not always need to be the most expensive option. Choose your own budget and discuss with Gemma your options.

You may be surprised how affordable handmade stationery can be.

***'Handmade by Gemma's' Special offer for Apollo Hotel bride & grooms -***

***Exclusive Apollo Wedding Day Stationery Package - £3.00 per person***

- *A1 Sized table plan to match the wedding theme and colour scheme.*
- *Table name / Table Number for each table to match the wedding theme and colour scheme or hire of ivory wooden numbers for each table.*
- *Printed place card for each guest to match the wedding theme and colour scheme.*
- *A5 menu for each table to match the wedding theme and colour scheme*

***PLUS choose from a FREE wedding post box, guest book or vintage frame and easel hire (subject to hire availability)***

## **Florist**

Miss Mollie's Flowers

Tel: 07765560979

Email: [info@missmolliesflowers.co.uk](mailto:info@missmolliesflowers.co.uk)

Web site: [www.missmolliesflowers.co.uk](http://www.missmolliesflowers.co.uk)

Miss Mollie's Flowers is an award winning, independent, family run bespoke florist, our workshop-based at home is located in Hatch Warren, Basingstoke. Miss Mollie's has been named after Claire's granddaughter Mollie.

Owner Claire Wallace is a graduate of the prestigious Judith Blacklock Flower School in Knightsbridge, London.

Miss Mollie's Flowers provides a very personal, friendly, high quality floral design service to help you plan your wedding day. The highest quality blooms are personally selected by Claire and designed to your requirements.

## **Events For U**

Specialists in Event Dressing & Venue Styling

Tel: 01256 819200

Email: [sales@eventsforu.co.uk](mailto:sales@eventsforu.co.uk)

Web site: [www.eventsforu.co.uk](http://www.eventsforu.co.uk)

We have a dedicated wedding showroom to discuss in detail your requirements. With 17 years trading we have established great relationships with local hotels who we work regularly alongside. We can offer great pricing and packages to suit all budgets.

We are able to provide, Chair Covers and sashes, Table runners, White Carpet Aisle runner, Coloured table linen, napkin hire, Candy buffets, candy carts, popcorn, candy floss & chocolate fountains, Crystal Trees, Wishing trees, Royal Mail white post box hire, Draping, Lighting, Photo Booths, LED LOVE signs, LED White dance floors, Balloon Décor.

## **Cake**

The Bespoke Cake Studio

Tel: 02381782340

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

At the Bespoke Cake Studio we are truly passionate about creating beautiful and unique cakes. We enjoy meeting clients in our dedicated cake studio in Botley Mills and discussing their cake requirement. We love turning their dream cake into reality. If you would like cake designer, Melissa to create a one-off bespoke cake for your wedding please contact us to arrange a one-on-one consultation. You will then be able to discuss in detail your cake requirements, taste some cake samples and look at our selection of beautiful display cakes. After the consultation, Melissa, will prepare a design sketch of your cake and a quotation.

## **Chocolate Fountain Hire**

By Chocolate Fountain Heaven

Tel: 02392502821 or 0870 850 1876

Email: [enquiry@chocolatefountainheaven.co.uk](mailto:enquiry@chocolatefountainheaven.co.uk)

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

Here at Chocolate Fountain Heaven we like to boast that we are the longest running chocolate fountain company in the UK. Starting way back in 2002 we have attended in excess of 25,000 weddings and events and we have enjoyed every single one! In that time we have not had one complaint and customer service is our highest priority. Our chocolate fountains come fully serviced with operators, plates, skewers, illuminated surrounds, 11 dipping items, flowers to decorate and photographs taken on request.

We also provide popcorn carts, candy floss carts, drinks fountains and full sized casino tables, perfect for that extra touch.

***Chocolate Fountain Heaven's special off for Apollo Hotel bride & grooms - £60.00 discount on medium fountain hire, £40 discount off casino table hire.***

## **Photography**

Sarah Gaunt Photography

Tel: 07931900834

Email: [sarahgauntphotography@gmail.com](mailto:sarahgauntphotography@gmail.com)

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

With over 15 years' experience, you can trust me to be creative and professional. Capturing the essence of your day whether for a few hours or a full day of photography. All my photography packages are bespoke to you, your wedding and budget. All photography packages include a disc of all images in hi res. Please call / email me to discuss your wedding or to arrange an appointment so you can meet me and for me to show you more of my portfolio.

***Sarah Gaunt offers a 5% discount on all photography packages for all couples booking their wedding at the Apollo Hotel***

## **Wedding Dresses**

Elderberry Brides

Tel: 01256 474004

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

Our aim is to provide a friendly, informative and creative bridal service that delivers complete satisfaction and total peace of mind for every one of our customers. We simply want to help make it easier for you to express your personal style on your big day and firmly believe that value is more than just a price tag. Whether you're a first time bride, a second time bride or planning to get married overseas in either a religious or civil ceremony, the one thing you can be sure of is that your 'big day' is as important to us as it is to you.

## **Party Lights**

Tel: 0118 9090688 or 07830479202

Email: [quote@partylights.co.uk](mailto:quote@partylights.co.uk)

Party Lights specialize in providing a huge range of event lighting hire for any type of occasion. Whether you are planning a small party, wedding or a large scale event in a function room or marquee. Party Lights can provide you with all the event lighting you could need. We can help you create an atmosphere at your event that people will be astonished by. A popular choice for weddings at the Apollo Hotel is our Fairy Light Canopy.

## **Bridal Hair**

Bridal Hair Hampshire

Tel: 07811121863

Email: [michelle@bridalhairinhampshire.co.uk](mailto:michelle@bridalhairinhampshire.co.uk)

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

Bridal Hair in Hampshire offers you and your Bridal Party a professional and fully qualified hair and make-up service at your venue or home.

- Specialising in wedding hair, wedding parties, photo shoots and events, offering a professional service with highly recommended makeup artist contacts
- Personal consultations at my studio or desired location
- Flexible booking times
- Variable price packages for UK and International Brides
- Full commitment given to Bride and Bridal Party
- Fully insured with public liability
- Covering Hampshire, Berkshire, Dorset, Surrey and Wiltshire

Michelle has over 25 years' experience within the hair industry and is professionally trained and fully qualified. After working for an award winning salon in South Africa, Michelle then worked on cruise ships for an international salon for 6 years. She moved to the UK and worked for a major UK franchise Hair and Beauty Company where she won numerous prestigious awards. Since 2006 Michelle has specialized in wedding hair for UK and International Brides and has worked for wedding shows, photo shoots and appeared in dozens of wedding magazines. After setting up Bridal Hair in Hampshire she became a member of the Federation of Small Business.

### **Disco**

DJ Gene's Roadshows

Tel: 07901 722374

Email: gwilkin@hotmail.co.uk

### **Magician & Mind Reader**

Robert Bone

Tel: 07930420257

Email: Robert@Robertbone.co.uk

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

Robert is a full-time, fully insured professional mind-reader and magician. You can rest assured that your guests will be in capable hands seeing some amazing entertainment. Whether your guests all know each other or are strangers and need something to break the ice, Roberts's interactive performance is a real conversation starter. Packages available to suit all events and budgets of all sizes, such as reception drinks, around the tables and even after dinner cabaret. Contact Robert for a quote.

### **Car Hire**

Vintage Hoot

Tel: 07774457836

Email: hawkmoth@hotmail.com

[www.vintagehoot.uk](http://www.vintagehoot.uk)

Weddings; Elegant traditional Bridal / Grooms cars that are exceptional and so unique they are the only ones on the road in the world! Quirky electric alternative vehicles, e.g; vintage camper / ambulance / fire truck from 1930s 40s 50s, Vintage small bus transfers or 9 adult seater vintage Limousine to accommodate all bridesmaids with you! 1920s 1930s Bowtop Caravan for display and photo booth at hotel reception.

***Vintage Hoot offer half price vintage photo booth service when booking 8 passenger royal Limousine or hire vehicles to couples holding their wedding at the Apollo Hotel***