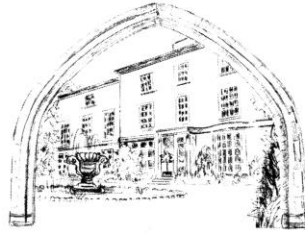


ST OLAVES HOTEL



Holding your Wedding at St Olaves

Congratulations on your forthcoming marriage, we would like to wish you a long and happy future together.

Your wedding day will be the most important, exciting and romantic day of your life, you will have lots of ideas and many questions about the day. At St Olaves we have a passion for weddings and our aim is to take all the worry off your shoulders and make sure your big day goes totally to plan.

Combining Georgian elegance and charm with true West Country hospitality, St Olaves Hotel makes an ideal setting for your special day. Whether you are planning a lavish party for over a hundred guests or an intimate party for close family and friends, the logistics of arranging your wedding are met with enthusiasm, creativity and practicality. Our experienced staff will ensure that your wedding is the most special day with a host of memories to cherish.

We will help you to explore all possible options, ensuring that we give you not only a day to remember, but also one that you will feel is really yours. We firmly believe that there is no set formula.

Two of the rooms in the Hotel plus our 11th Century property at 21 The Mint and our new banqueting suites are fully licensed to hold Civil Ceremonies and Civil Partnership Ceremonies. We are able to organize your day for you so that it flows seamlessly and serenely from your first arrival at the hotel to the departure of the last guest, without once breaking up the celebrations.

Although situated in the heart of Exeter, St Olaves has a beautiful walled garden, which can be used for the post wedding drinks reception and makes a magnificent setting for your wedding photographs.

During the weeks prior to your wedding we are happy to arrange as many meetings to discuss your plans, as you feel necessary and a senior member of staff will supervise the event throughout your special day.

Our Head Chef will be happy to discuss menu ideas with you or even create a menu exclusively for your wedding. All dishes are prepared featuring the very best West Country ingredients, combining traditional and contemporary influences. Special dietary requirements will be accommodated without compromising creativity.

Our Restaurant Manager is happy to advise you on a variety of welcome drinks and suggest wines to complement your meal.

In Conclusion – Why Choose St Olaves

“We looked at many venues in and around Exeter over the course of several years, until we came across St Olaves tucked away in the centre of Exeter. Looking for a slightly more contemporary twist on the traditional wedding venue, St Olaves provided a perfect combination of heritage and sense of occasion within contemporary surroundings.

The Mint room provided us with an intimate setting for our ceremony, and the hotel grounds were a perfect location for drinks in the sunshine. The quality of service that we received in every aspect of our wedding was second to none. All the staff were extremely helpful and the hotel's flexible approach helped to tailor the day to suit us... nothing was too much trouble. I would highly recommend this venue to anyone looking to get married.”

Jess and Matt Farmer-Married at St Olaves Hotel

To arrange an appointment to view St Olaves Hotel and/or The Mint, please telephone 01392 217736

For your Guidance:

Weddings are booked up to 18 months in advance. Due to market fluctuations prices are subject to change. All prices will be guaranteed 6 months before your wedding, at which date you will be advised of any changes to your earlier account.

Included in our Wedding package:

- Dedicated Wedding Co-Ordinator
- Complimentary overnight accommodation for the Bride and Groom.
- Changing room available for the Bridal Party
- Printed table plan and menus
- Place cards
- Cake knife and stand
- Special accommodation rates for guests wishing to stay overnight
- Private parking
- Candles and table decorations
- Simple flower arrangements for the tables
- White table cloths and napkins
- Dance floor
- Toastmaster
- VAT at the current rate included in all our prices

Civil Ceremony:

St Olaves Hotel has five rooms licensed to hold Civil Ceremonies. You can choose between The Garden Room, maximum number 20 persons, The Treasury Room, maximum number 50 persons, The Historic Mint, maximum number 40 persons, The Golsworthy Suite, maximum number 85 persons and The Mulberry Suite, maximum number 120 persons.. Ceremonies can take place between 10.am and 5.00pm subject to agreement with the Exeter Registry Office.

Weddings can be arranged at the hotel on any day of the week including Sundays and Bank Holidays.

COCKTAIL RECEPTION AND DINNER WINE

Drinks can be served by the glass from the following selection or we will serve an agreed number of bottles from a choice of house Champagne, Sparkling, Red, Rosé and White wines.

Drinks by the glass: Champagne Cocktails	£ 8.50
Sparkling Wine Cocktail	£ 6.50
Mimosa Bucks Fizz	£ 6.95
Jug of Pimms	£ 20.00 (7 glasses per jug)
Jug of Mulled Wine	£ 20.00 (7 glasses per jug)

Bottles of House wine	
House Red/White/Rose Wine	From £18.00 per bottle

(5 glasses per bottle)

Champagne or Sparkling Wine for the Toasts

House Champagne	£37.50 per bottle
French Sparkling Wine	£26.50 per bottle
Sparkling Cava	£19.50 per bottle
(6 glasses per bottle)	

Non-alcoholic drinks are also available to include Fruit Punch £9.50 per jug, Orange Juice £7.50 per jug.

CANAPÉS

Minimum Order of 20 People
£9.50 per person for Whole Selection
£3.00 per person for a Selection of 4

Dab Goujons with Tartar Sauce

Arancini Mushroom Risotto Balls

Curried Aubergines with Mint Yoghurt Dip

Black Pudding with Fried Quails Eggs

Smoked Salmon with New Potatoes

Satay Chicken with Sesame Seeds and Peanut Butter Dip

Chicken Liver Parfait on Croutons

Crab Wontons with Chilli Dip

Crudities with Garlic Dip

King Prawns with Coriander & Chilli Gastrique

MENU 1

Please choose one dish per course; you may also include a vegetarian option. If you would like to give your guests a choice of menu please discuss this with us before sending out your invitations

Starters

Chicken Liver Parfait, Red Onion Confit and a
Green Bean Salad

Roasted Tomato and Red Pepper Soup

Wild Mushroom Risotto with Truffle Oil

Main Course

Roasted Sirloin Steak, Boulangere Potato and Roasted Shallots
with a Red Wine Sauce

Pan Fried Sea Bream and Stir Fry Vegetables
with a Lemongrass and Ginger Sauce

Leek and Courgette Tart with Blue Cheese & Rocket Salad
and Balsamic Vinegar

Desserts

Selection of West Country Cheeses,
Chutney and Oat Biscuits

Steamed Ginger Pudding with Clotted Cream

Chocolate Tart with Vanilla Ice Cream

£39.00 per person

MENU 2

Starters

Goats Cheese and Walnut Salad with
Marinated Beetroot and Raisins

Ham Hock Terrine & Mustard Mayonnaise with Pickled Onions and Salad

Cauliflower and Truffle Soup

Main Course

Roast Chicken Breast with Fondant Potato, Wild Mushrooms
and Garlic Cabbage

Salmon Fillet, Pomme Puree and Creamed Leeks
with Tomato & Olives

Garden Peas and Asparagus Risotto with Tarragon Cream

Desserts

Selection of West Country Cheeses,
Chutney and Oat Biscuits

Classic Cinnamon Apple Crumble with Fresh Cream

Vanilla Strawberry Cheesecake

£33.50 per person

FORK BUFFET A

£19.75 Per Person

Sandwiches

Mature Cheddar, Ham and English Mustard
Chicken Mayonnaise with Spinach
Classic Roast Beef, Horseradish and Watercress
Egg Mayonnaise
Prawn Salad & Marie Rose Sauce

Salads

Potato Salad with Chives and Red Onion
Home Made Coleslaw
Waldorf Salad (Walnuts, Apple, Celery & Mayonnaise)

Cold Meats

Honey Roast Ham
Roast Devonshire Beef
Smoked Salmon with Lemon and Black Pepper
Platter of West Country Cheeses with Chutney, Biscuits,
Crudities and Garlic Dip

The Classics

Cheese and Pineapple
Scotch Egg
Sausage Rolls
West Country Pork Pies

Side Orders

Roast Potatoes
Mixed Salad
Bread and Butter

FORK BUFFET B

£31.50 Per Person
Minimum Order of 20 People

Starters

St Olaves Prawn Cocktail

Mains (Choice of 2)

Chilli Con Carne with Sour Cream and Salsa Nachos

Dads Home Made Chicken Curry with Boiled Rice and Mango Chutney

Penne Pasta with Parmesan, Nutmeg and Basil Sauce

Salads & Cold Meats (choice of 2)

Potato Salad with Chives and Red Onion and Home Made Coleslaw

Sliced Smoked Salmon, Honey Roast Ham and
West Country Top Side of Beef

Seafood/Mediterranean

Dressed Poached Salmon and Crayfish Creme Fraiche
with Mixed Salad Leaves

Courgette, Aubergine and Peppers with Mozzarella Salad
and Balsamic Vinegar

Side Orders

Roast Potatoes
Mixed Salad
Bread and Butter

FORK BUFFET DESSERTS

Choice of 2

Lemon and Lime Cheesecake

Nan's Classic Trifle

Chocolate Tart

Apple Crumble with Fresh Cream

ST OLAVES HOTEL



TERMS & CONDITIONS OF BUSINESS

These conditions govern the contract between St Olaves Hotel and you, the client, to the exclusion of any other terms & conditions subject to which any order is made or purported to be made by the client.

Deposits

For all events being held at St Olaves Hotel we request that a non-refundable and non-transferable deposit of £500.00 is paid within 10 working days to confirm the provisional booking. The outstanding balance and final numbers are then due 14 days prior to the event taking place. Any extra charges incurred on the day are payable on the day of the event.

Numbers

Provisional numbers will be required at the time of booking.

At least 14 days prior to the event, the client will provide the Hotel with final numbers and, where appropriate, a rooming list. For all Restaurant and Party bookings a table plan and final menu choices, where applicable, must be provided. The total charge to the client will be calculated using the final numbers or the actual increased number attending, whichever is the greater. If the client has notified the company of the final numbers and subsequently cancels, then the cancellation charges will be calculated based on these figures. There will be no reduction in the price if once the final numbers have been agreed the number of guests is subsequently reduced by the client.

Confirmation

After a provisional reservation has been made, written confirmation will be sent. This should be signed and returned within 10 days. Any booking not confirmed by that date will be automatically cancelled or released by St Olaves Hotel

Prices and payment

Payment to the Hotel should be made by cash, bankers draft, recognised credit cards or cheque.

Payment for extras on the day should be paid in cash or by credit card.

All prices and rates are correct at the time of print. However the Hotel reserves the right to amend prices at any time should it be deemed necessary and provide notice where possible. All prices are subject to increase at the appropriate rate of inflation

Late Payment

St Olaves Hotel reserves the right to charge interest at a rate of 2% above the Barclays Bank base rate.

Cancellations

In the event of the client wishing to cancel a booking the following charges will apply:

Time Period	Cancellation Fee
Within 16 weeks	50% of total estimated cost
Within 12 weeks	75% of total estimated cost
Within 4 weeks	100% of total estimated cost

Changes and cancellations by the Hotel

St Olaves Hotel reserves the right, without prior notice, to cancel any booking or close the Hotel for any reason at its discretion and without prejudice. In this circumstance the Hotel would refund any deposit and/or monies paid. The Hotel may also change the client's assigned room(s) for one(s) of equal suitability without affecting any minimum charge and without compensation.

If the client is more than 28 days in arrears prior to the event taking place then the Hotel reserves the right to cancel without compensation or return of any deposit and/or monies paid.

Smoking Policy

St Olaves Hotel operate a No Smoking Policy throughout.

Accommodation:

All accommodation booked in conjunction with an event, is subject to the events office terms of business and not the hotels general rooms cancellation policy (please see cancellations above)

Licensing and Corkage

No wines, spirits, beers or food may be brought into the Hotel or its grounds by the client, guests or representatives for consumption or sale on the premises without the express written consent of the Hotel. A corkage charge will be made by the Hotel and details of any corkage charges will be supplied on request for this facility.

Outside services

Prior consent of the Hotel must be received for any entertainment or services contracted by the client. Any outside contractor booked by the client must provide a valid contractor's Public Liability Insurance certificate. The Hotel in its absolute discretion may refuse the contractor to provide its services to the client.

Security and Damage

St Olaves Hotel will not be held responsible for the security of any items or property left by the client and guest on the premises. Similarly, the organisers will be held responsible for any damages incurred to the Hotel property by themselves or their guests.

Etiquette and controls

The Hotel reserves the right to set acceptance levels of noise or behaviour of the client, their guests or representatives. The client must take all steps necessary for corrective action. In the event of failure to comply with management requests, the Hotel reserves the right to terminate the booking or to stop any event without being liable for any refund or compensation.

The Hotel and the events it hosts are subject to statutory controls, including those relating to fire, health and safety, licensing and entertainment which must be strictly observed by clients, their guests and representatives.

Liabilities

Neither St Olaves Hotel nor any employee or agent accepts any liability for any accident, loss or injury to any person howsoever caused (save for death or personal injury caused by the negligence of St Olaves Hotel. or anyone for whom they are in law responsible).

Breakages and damages

St Olaves Hotel reserves the right to charge for breakages and damage to its property including the Restaurant, Banqueting Suites and Bedrooms. Charges will reflect the cost to repair or replace.

THE TERMS AND CONDITIONS ARE AGREED AND CONFIRMED.

I/We the undersigned agree to the above conditions

NAME _____

DATE OF EVENT _____

SIGNED _____

ON BEHALF OF _____

DATE _____

For and on behalf of St Olaves Hotel.

SIGNED _____

POSITION _____

DATE _____