



*Wedding  
Brochure*

## *Our Weddings*

*We can cater for small intimate weddings in our private room upstairs for a maximum of 22 people, 7 days a week all year round*

*Alternatively our function room with its own private bar catering for 50-80 people*

*We do not charge room hire*

## *A Truly Stunning Location*

*The Portaferry Hotel overlooks the shores of Strangford Lough, setting a magnificent scene for a picture perfect day.*

*Outstanding in all Seasons, the views from the hotel offer a dramatically romantic backdrop for an unforgettable wedding - and for a stunning wedding album.*

*Attention to detail is the key to a flawless wedding. Our dedicated wedding co-ordinator understands that every wedding is unique, so your wedding celebrations are personally supervised and meticulously tailored to your wishes and requirements. Our personalised service is faultlessly professional, reassuringly friendly and highly attentive - from the first consultation to that immaculate final touch. At the Portaferry Hotel, your day is almost as special to us as it is to you.*

## *Romance is part of the Scenery*

*Dating back to the 18<sup>th</sup> Century, the Portaferry Hotel has been lovingly renovated and extended, winning it a well-deserved star rating. The Portaferry Hotel is intimate enough to be dedicated to your wedding party. This beautiful legacy of the past, in short, offers an idyllic start to your future. Our aim is to exceed your expectations.*

## *A Warm Welcome*

*We want your guests to enjoy your wedding as much as you do, so The Portaferry Hotel offers the warmest of welcomes, from the moment your party steps through our doors. Whether with refreshingly chilled champagne in the Spring and Summer Months or a warming hot toddy and a roaring open fire for the Autumn or Winter Wedding, The Portaferry Hotel and its courteous friendly staff will give your guests an utterly inviting reception.*

## *Relax and Enjoy the Wedding Festivities*

*Elegant and comfortable, the 80-seater restaurant offers mouth-watering views of Strangford Lough, making your dining experience a feast for all your senses. Our welcoming, highly professional waiting staff will attend to your every need, while our lovingly compiled selection of fine wines will ensure a perfect toast to your happiness.*

### *A taste of Heaven*

*Thanks to highly gifted Chefs and a commitment to excellence, the award winning Portaferry Hotel Restaurant holds AAA Rosettes and has won the RAC Restaurant of the Year Award. We offer fine dining based on the very best locally sourced produce. Whether you select a classically traditional menu, or prefer our speciality seafood dishes, our talented team of chefs will serve up a deliciously memorable experience.*

### *At the end of a Perfect Day*

*The Portaferry Hotel's unique and charming character extends to its 14 residential guest rooms, all with en-suites, which are spacious, airy and elegantly furnished. Most of the rooms have sea views and there are combinations to suit all our guests.*

## *Our Gift to You*

*Red Carpet on Arrival*

*Beautiful Views of Strangford Lough*

*Champagne Arrival for the Bride and Groom*

*Tea, Coffee & Shortbread for all guests on arrival*

*White Table Linen and Napkins*

*Printed Table Plan*

*Printed Menus on each Table*

*Master of Ceremonies to assist you throughout your  
reception*

*Cake Stand & Knife*

*Late bar & Entertainments Licence until 1am*

*Residents bar until 3am for all hotel guests*

*Overnight Stay for the Bride & Groom in our Luxurious 4  
Poster Room*

## *Civil Ceremony*

*At The Portaferry Hotel we can now offer you more than  
just a reception.*

*Due to changes in legislation we are now licensed to allow  
your wedding ceremony to take place with us.*

*Your ceremony would take place in our upstairs room which  
intimately caters for up to 35 guests and has breath-taking  
views of Strangford Lough*

*All Brides & Grooms are required to book and confirm their  
own Registrar as the Hotel does not provide this service.*

## *Design your Own Meal*

---

### *Soups and Starters*

*Seasonal vegetable broth served with warm breads*

*Cream of vegetable soup served with warm breads*

*Roasted red pepper soup garnished with fresh basil and served with warm breads*

*Roasted butternut squash Soup with toasted pumpkin seeds and served with warm breads*

*Classic Waldorf salad with blue cheese dressing*

*Rocket, red pepper and Confit lemon with basil dressing*

*Winter Caesar salad with smoked chicken and roast chestnuts (£2 supplement)*

*Caesar salad with crispy bacon and garlic herb crouton (vegetarian variation available)*

*Trio of melon with mint glaze and a local raspberry sorbet*

*Crispy fried brie with tomato jam and salad garnish*

*Chicken and Mushroom Vol Au Vent*

*Mushroom & Asparagus Vol Au Vent*

### *Sorbets*

*Lemon*

*Champagne*

*Apple*

*All sorbets are at a supplementary charge of £3 per guest*

## *The Main Course*

*County Antrim turkey, Local ham with sage and onion stuffing served with a rich pan jus*

*Stuffed chicken wrapped in cured bacon with a rich pan jus*

*Seasonal herb coated chicken supreme with thyme jus*

*Baked salmon with tomato and basil butter sauce*

*Baked cod with lemon and herb crust*

*Roast pork loin stuffed with apricot and hazelnut, served with spiced apple jus*

*Roast Aberdeen Angus sirloin of beef with Yorkshire pudding served with rich pan gravy or peppercorn sauce (£5 supplement per meal)*

*Fine bean and basil risotto served in roasted red peppers and herb dressing*

## *Sides and accompaniments*

*All main courses come with a choice of two potatoes and a vegetable selection*

### *Potato options*

*Champ, mashed, roast, Dauphinoise or crushed comber potatoes.*

*Extra potato £3 supplement*

### *Served with vegetable selections*

*Baby carrots and broccoli*

*Fine beans and baby carrots*

*Honey roasted parsnips and carrots*

*Roasted winter vegetables*

### *Sauces*

*Peppercorn, Red wine jus or Chasseur sauce*

*Add any additional sauce for £3 Supplement*

## *Desserts*

*Classic sticky toffee pudding*

*Bailey's cheesecake with rich chocolate sauce*

*Classic chocolate profiterole*

*Banoffee Pie*

*Irish cheese board with grapes and oatcakes (£3 supplement)*

*Or*

## *Dessert Platter*

*Seasonal dessert trios, you are welcome to mix and match as per your theme*

*Summer trio of desserts - A strawberry Pavlova, Mandarin cheesecake and toffee profiterole*

*Spring trio of desserts - A berry Pannacotta, white chocolate mousse, lemon sorbet and Tuile biscuit*

*Autumn trio of desserts -Pumpkin and apple cheesecake, lemon tart and steamed pudding*

*Winter trio of desserts - Chocolate & orange torte, tiramisu, winter berry profiterole*

## *Canapés*

*Hotel Cured Salmon Blini*

*Kearney Crabs Blini*

*Tapenade Blini*

*Tartlet of Local Mussels, Whelks, Garlic tomato and Basil*

*Kearney Crab, Crème Fraîche, Lime, Chilli and Wheaten*

*Salted Cod Crostini, Olive Oil*

*Authentic Italian Ham Bruschetta*

*Chilli Goats Cheese Tartlet*

*Chocolate Dipped Strawberries*

## *Evening Buffet Selections*

*Chicken & Mushroom Vol au Vents*

*Blue Cheese & Broccoli Vol au Vents*

*Chicken Goujons*

*Fish Goujons*

*Spicy Chunky Potato Wedges*

*Sausage Rolls & Black Pudding Sausage Rolls*

*Prawn Toasties & Sesame Prawn Toasties*

*Selection Traditional & Gourmet Sandwiches*

## *Available Packages*

### *“I Like It”*

*Red Carpet*

*Champagne for Bride & Groom on arrival*

*Tea/Coffee & Shortbread for all guests on arrival*

*Complimentary Room Hire*

*White Table Linen & Napkins*

*Printed Menus on all tables*

*Printed Table Plan*

*Master of Ceremonies*

*Cake Stand & Knife*

*4 Course Meal selected from our Wedding Menu*

*Late Bar and Entertainment Licence until 1am*

*Residents Bar available until 3am*

*Overnight Stay for Bride & Groom*

*10%Discount on all Bedrooms (mon-thurs only)*

## *“I Love it”*

*Red Carpet*

*Champagne for Bride & Groom on arrival*

*Tea/Coffee & Shortbread for all guests on arrival*

*Complimentary Room Hire*

*White Table Linen & Napkins*

*Printed Menus on all tables*

*Printed Table Plan*

*Master of Ceremonies*

*Cake Stand & Knife*

*Candelabras on all tables*

*Top Table Flower Arrangement*

*Kids Activity Packs*

*4 Course Meal selected from our Wedding Menu*

*Late Bar and Entertainment Licence until 1am*

*Residents Bar available until 3am*

*Overnight Stay for Bride & Groom*

*10% Discount on all Bedrooms (mon-thurs only)*

*Anniversary Dinner for the Bride & Groom*

## *“I Want It”*

*Exclusive Hire of the Whole Hotel*

*If you want the ultimate, this is it.*

*The wedding party will have sole exclusivity to the whole  
hotel for the day*

## *Wedding Pricelist*

*2016/2017*

### *"I Like It"*

*Minimum 50 People, Maximum 80 People*

<i>Monday - Thursday</i>	<i>£36</i>
<i>Friday</i>	<i>£38</i>
<i>Saturday</i>	<i>£45 (max 22 people)</i>
<i>Saturday</i>	<i>£45 (November - February)</i>

### *"I Love It"*

*Minimum 50 People, Maximum 80 People*

<i>Monday - Thursday</i>	<i>£39</i>
<i>Friday</i>	<i>£41</i>
<i>Saturday</i>	<i>£48 (max 22 people)</i>
<i>Saturday</i>	<i>£48 (November - February)</i>

### *"I Want It"*

*Price on Application*

*Intimate Weddings (max 22 guests)*

*For a more private affair, why not discuss menu options with our  
Chef*

*We recommend that you arrange a meeting with our Wedding  
Coordinator to discuss your personal requirements as each wedding is  
tailored to individual tastes.*

## *Add the Extra Touch*

### *Drinks Packages*

#### *Drinks Package 1*

*£6.50pp*

*A glass of Sparkling Wine on arrival to the Hotel or for the Speeches followed by a Glass of House Red, White or Rose served for dinner.*

#### *Drinks Package 2*

*£8.95pp*

*A glass of Sparkling Wine on arrival to the Hotel or for the Speeches followed by a Glass of House Red, White or Rose served and topped up for dinner.*

#### *Drinks Package 3*

*£7.50pp*

*A sparkling Wine Cocktail on arrival to the Hotel followed by a Glass of House Red, White or Rose served for dinner.*

#### *Drinks Package 4*

*£10.95pp*

*Guests can enjoy a delicious Cocktail or Warm Mulled Wine (Seasons depending) on arrival to the Hotel, 2 Glasses of House Red, White or Rose for Speeches and Dinner*

#### *Drinks Package 5*

*£10.95pp*

*Guests can enjoy a delicious Cocktail or Warm Mulled Wine (Seasons depending) on arrival to the Hotel, Glass of House Red, White or Rose with their meal and Glass of Sparkling Wine for toasting the Happy Couple*

### *Canapés*

*On arrival, offer your guests a selection of canapés*

*3 different items per guest* £3.00

*5 different items per guest* £4.50

### *Evening Supper*

*Choose 4 items from our list*

*Per guest* £5.00

*Chair Covers & Sashes in colour of choice per chair* £2.50

### *Table decoration*

*Candelabras & silk floral arrangements, per table* £25.00

## *Suggested Timeline for Brides & Grooms*

*Provisional bookings can be held for 14 days following which a £ 500 deposit & completed booking form are required to secure your booking. All accommodation in the hotel must be held over at this time.*

*12 weeks prior to the wedding - 2nd £ 500 deposit due to confirm your date  
Bedroom Rooming list due in with guest names & contact numbers - any room's un-required need to be released at this stage to prevent any additional charges.*

*6 - 8 weeks prior to the wedding - Arrange appointment with Hotel to confirm final package Choice/ menu's /Evening Buffet/ Wine arrangements and update on approximate numbers / timings for the day etc.*

*4 Weeks prior to wedding - All bedroom deposits to be paid by guests. Rooms unsecured / without deposits will be subject to release. We will endeavour to contact all guests however if repeated contact is attempted and messages are left it is the responsibility of the guest to contact the hotel with a deposit to secure the booking.*

*2 Weeks Prior to the wedding -Update Hotel with numbers/ any menu changes/ special requests/ Evening Buffet/ Wine arrangements so that final estimate can be prepared & sent to you.*

*12 days prior to the wedding - Final estimate due for payment today Final numbers to be confirmed / special meal requests/ table plans etc. are all due by 12 noon after this time no menu changes/ number changes can be made.*

*Day Before - Luggage, items for display, Cake, Place Cards, Favours etc. can be left up to hotel and stored for set up on Wedding Morning. Please note place cards should be sorted into table order & labelled accordingly to ensure they can be placed on the correct tables. Items for specific people / seats must be labelled to identify this.*

*Wedding Day - Guests can check into bedrooms from 2pm*

## **TERMS AND CONDITIONS**

### **PAYMENT DETAILS**

A provisional booking can be made and held for up to 14 days. After this date the provisional booking will automatically be released. The initial deposit is £500.00. Deposits are non-refundable and non-transferable. All payments by credit card will incur a 3% additional charge, payments by debit card or cash are exempt from this.

An additional £500.00 must be paid 12 weeks prior to your wedding day. The remaining payment will be due 12 days prior to your wedding day based on your updated numbers provided 14 days prior to wedding. Should the invoice remain unpaid at this point The Portaferry Hotel reserve the right to cancel the booking and claim cancellation charges. All additional sundries must be paid on departure. Final numbers and table plan should be provided by 12 noon 2 days prior to wedding no final changes are permitted after this point.

Additional charges and alterations may be made to the existing packages however a surcharge will be made per guest. Children of 4 – 11 years old are charged quarter price of package adult meal, 12- 15 half price of an adult meal, all above this age will be charged full price. Soup Starter, Fish fingers, sausages or chicken nuggets and chips, followed by ice-cream – must be advised in advance.

Alcohol product may increase from original quote due to government taxes. The Bride and Groom will be kept up to date with this information and will be advised of any such changes on final invoice.

The hotel will not be responsible for any gifts that are left or arrive for the Bride and Groom and all possessions, including flowers, cake, table decorations etc. must be removed from the storage area on the morning after the event. It is your responsibility to insure for any loss or damage to wedding gifts as these are not covered by the Hotel's policy.

For security reasons access to the Hotel's residents bar is restricted to residents only. Any guests found to be in possession of alcohol that has not been purchased in the hotel will have these items removed from their person and may incur a corkage charge being applied to Bride & Grooms account.

### **LICENSES**

If you wish to get married at the hotel arrangements and all necessary rooms must be booked with the hotel to accommodate this taking place. Please see banqueting pack for fees payable to hotel. If you wish to be married in the hotel you must make all necessary arrangements with the Registrar at Ards/ North Down District Council.

### **CANCELLATION CHARGES**

In the event of cancellation the following charges will be made: Cancellation of a confirmed booking – loss of deposit. Cancellation with less than 9 months' notice – 50% of estimated Total Charge Cancellation with less than 6 months' notice – 75% of estimated Total Charge Cancellation with less than 3 months' notice – 100% of estimated charge All prices include VAT Tariffs are subject to annual increase at the hotels discretion. No printed pricing will be continued beyond the Package dates that are stated.

### **FINAL ARRANGMENTS**

Final arrangements, including menu, special requirements must be confirmed to the hotel at least 12 days before the date of your wedding. This must be done by appointment with a duty manager. Table plans must be provided by the bride and groom and will not be prepared by hotel. Should you wish to alter any arrangements or increase numbers the hotel reserves the right to amend rates.

## **ACCOMMODATION**

The Bridal Suite is complimentary in Wedding Packages. The Portaferry Hotel currently has 14 bedrooms including the Bridal Suite. We are unable to guarantee that bedrooms will be available for your event therefore we encourage you to make reservations as soon as possible. A 10% discount is offered to wedding guests who would like to stay over. This 10% discount is only available when reservations are made directly through the hotel reception and is not available when on any reservation made through our Website or any other 3rd party agency. This discount is only available Monday to Thursday. Single room for 1 person rate, Double rate for 2 persons are available – please check with reception for this information. The 10% discount is not available on any other offer. To reserve all hotel bedrooms we require the rooms to be paid for upfront, any rooms cancelled before the group cancellation policy which is 12 weeks prior to arrival will be refunded or transferred. 3 months before the reservation date we require full details and a rooming list of each person staying. Again after this point all unused/unreleased rooms will be invoiced to your final account. We are unable to guarantee that bedrooms will be available for check-in before 3 pm unless the bedroom has been reserved and a holding fee paid in advance.

## **FOR YOUR COMFORT**

The Hotel has provided additional items such as decorative furnishings in the Bridal Suite and Master Suites. These items must not be removed from the rooms. An inventory will be taken after check-out and if any items are found to be missing you will be held responsible and invoiced accordingly.

## **ON THE DAY**

Other events may be taking place in the hotel and therefore it is important that the arrival and meal times that have been prearranged be adhered to.

## **ENTERTAINMENT**

All entertainers that have been provided by you for your event must carry their own public liability insurance. A copy must be available if a duty manager requests to inspect it. Any damage that may occur to the hotel equipment or premises by an outside entertainment company will be invoiced to you.

## **CHILDREN**

Children attending evening wedding parties in the hotel must remain within the function suite after 9 pm and are not permitted in public bar areas.

## **DAMAGES**

You are responsible for any damages caused to the hotel or any fixtures and fittings or any part of the grounds. The cost of repairing any such damage by your guests must be reimbursed to the hotel.

## **SMOKING**

Smoking is not permitted inside the building.

## **INSURANCE**

Wedding insurance should be considered to protect you against cancellation, damage at or to the venue and third party injury



*Dedicated to the Happiest Day of  
your life*

*Thank you for considering us for  
your special day*