



Borough Arms
Hotel

Wedding Brochure 2024

A wedding at the Borough Arms Hotel is a memorable and cherished occasion.
Why not hold your civil marriage ceremony at our venue too?

We know how important it is that your wedding is a truly spectacular day and we offer every couple a bespoke service. Be inspired by the opportunity to add your own unique twist to your big day and let your personality shine through.

You will have the undivided attention of our dedicated Wedding Co-ordinator who will ensure that the finer details come together to make the day of your dreams a reality.

Our friendly and attentive team will be on hand to meet your every need on your special day.



Tel: 01782 629421

Email: info@borough-arms-hotel.co.uk



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Dazzling Wedding Package 2024 For Weddings on a Monday to Thursday £1,795.00

Included in this package: -

3 course Wedding Breakfast for 40 guests

Evening Reception buffet for 80 guests

Highly personal and dedicated Wedding Co-ordinator

Complimentary Double En-suite Room inclusive of Full English Breakfast

Red Carpet on arrival

Glass of Bucks Fizz on arrival for guests during the day

Colour co-ordinating paper napkins

Use of silver cake stand and knife

Bar extension until 12.30 am

Function Suite hire

Discounted accommodation rates for the wedding party

Free on-site parking

Wedding Breakfast – additional guests at £28.50 per person

Evening Reception buffet – additional guests at £15.50 per person





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Spectacular Wedding Package 2024 For weddings on a Friday and Sunday £2,395.00

Included in this package: -

3 course Wedding Breakfast for 40 guests

Evening Reception buffet for 80 guests

Highly personal and dedicated Wedding Co-ordinator

Complimentary Bridal Suite inclusive of Full English Breakfast

Red Carpet on arrival

Glass of Bucks Fizz on arrival for guests during the day

Colour co-ordinating paper napkins

Use of silver cake stand and knife

Table numbers and table plan

Bar extension until 12.30 am

Function Suite hire

Discounted accommodation rates for the wedding party

Accommodation letters (to send out with invitations)

Free on-site parking

Wedding Breakfast – additional guests at £30.95 per person

Evening Reception buffet – additional guests at £15.95 per person





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Royal Wedding Package 2024 **For weddings on a Saturday** **£3,650.00**

Included in this package: -

3 course Wedding Breakfast for 40 guests

Evening Reception buffet for 80 guests

Highly personal and dedicated Wedding Co-ordinator

Complimentary Bridal Suite inclusive of Full English Breakfast

Red Carpet on arrival

Glass of Bucks Fizz on arrival for guests during the day

Glass of house wine with the wedding breakfast

Glass of Prosecco for the toast

Organza sash bow with white chair covers for wedding breakfast guests

Colour co-ordinating paper napkins

Use of silver cake stand and knife

Table numbers and table plan

Bar extension until 12.30 am

Function Suite hire

Discounted accommodation rates for the wedding party

Accommodation letters (to send out with invitations)

Free on-site parking

Wedding Breakfast – additional guests at £31.95 per person

Evening Reception buffet – additional guests at £16.95 per person



Wedding Breakfast Menu

First Course Option - 1 Soup choice and 1 Starter

Homemade Soup served with Crusty Bread Roll and Butter:

Oven Roasted Tomato | Basil oil (VG)

Broccoli & Silton | Chive Cream (V)

Leek & Potato | Crispy Leeks (VG)

Market Vegetable | Heart Shaped Croutons (VG)

Wild Mushroom | Truffle Oil (VG)

Starter

Goats Cheese & Red Onion Tart | Balsamic Dressed Rocket (V)

Duck Liver Pate | Red Onion Jam | Ciabatta Toast

Traditional Prawn Cocktail | Baby Gem Lettuce | Granary Bread (*GF)

Mushroom Bruschetta | White Wine Cream | Crispy Rocket (VG) (*GF)

Tandoori Chicken Skewer | Mint Yoghurt | Red Onion | Rocket Salad (GF)

Spring Onion & Sweetcorn Crab Cakes | Sweet Chilli Dip

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Second Course Option of 2 Main choices & 1 Vegetarian choice

Served with Market Vegetables and Potatoes

Main Course

Traditional Topside of Beef | Yorkshire Pudding | Stock Gravy (*GF)

Slow Braised Steak | Yorkshire Pudding | Stock Gravy (*GF)

Pan Fried Chicken Breast | Fondant Potato | Mushroom & Tarragon Cream Sauce (GF)

Roast Turkey Breast | Sausage Meat Stuffing | Pigs in Blanket | Stock Gravy (*GF)

Crispy Pork Belly | Mashed Potatoes | Black Pudding | Cider Gravy (*GF)

Fillet of Seabass | Crushed New Potatoes | Pea Cream | Samphire (*GF)

Fillet of Salmon | Fondant Potatoes | Bernise Sauce (supplement of £3.50 pp) (*GF)

Leg of Welsh Lamb | Mint Mashed Potatoes | Mint & Rosemary Gravy (supplement of £3.50 pp) (*GF)

Vegetarian

Cajun Sweet Potato Roulade | Sauteed New Potatoes | Green Beans | Garlic Aioli

Roasted Vegetable Tart | Tomato & Tyme Sauce

Wild Mushroom Risotto | Crispy Leeks | Truffle Oil (GF)

Third Course Option of 2 Dessert choices

Dessert

Sticky Toffee Pudding | Toffee Sauce | Vanilla Ice Cream (VG)

Apple Pie | Vanilla Custard

Mixed Berry Crème Brulee | Shortbread Biscuits (*GF)

Double Chocolate Brownie | White Chocolate Sauce (*GF)

Lemon Tart | Meringue Kiss | Raspberry Coulis

Oreo Cheesecake | Oreo Ice Cream (VG) (GF)

Shortbread Hearts | Whipped Cream | Fresh Strawberries | White Chocolate Sauce (VG)

*V-Vegetarian, VG-Vegan, GF-Gluten Free, *GF--can be adapted to Gluten Free*

We can accommodate many types of dietary needs – see a member of our team for further details

Freshly Brewed Tea/Coffee & Mints

Children's Meal Options:

Children under the age of 10 can have a half portion of the Wedding Breakfast or choose from the following: -

Chicken Nuggets with Chips and Beans or Peas

Fish Fingers with Chips and Beans or Peas

Pizza with Chips and Beans or Peas

Assorted Ice Cream Served with Strawberry Sauce

Chocolate Fudge Cake

additional children at £15.00 per child
under 3's free of charge

Evening Buffet Menu

Buffet Option 1

5 Sandwich Options and 7 Buffet Options

Select Sandwich Options on White and Wholemeal Bread (*GF)

from the following: -

Roast Beef & Horseradish
Honey Roast Ham & Wholegrain Mustard
Coronation Chicken
Cheese & Onion (V) (*VG)
Egg Mayonnaise & Chive (V)
Tuna Mayonnaise & Sweetcorn
Roasted Vegetables (VG)
Turkey & Stuffing

Select Buffet Options from the following: -

Chicken Drumsticks - BBQ, Tandoori or Roasted
Southern Fried Chicken Goujons with BBQ Dip
Lamb Kofta with Minted Yoghurt
Vegetable Samosas with Minted Yoghurt (*VG)
Oatcakes - Cheese, Cheese & Bacon or Cheese & Mushroom (V)
Onion Bhajis (VG)
Assorted Pizzas (*VG)
Vegetable Spring Rolls with Sweet Chilli Dip (VG)
Pasta Salads – Cajun Mayo or Tomato Arrabbiatta (VG) (*GF)
Pork Pie & Pickled Onions
French Fries (VG) (GF)
Potato Wedges (VG) (GF)
Cheese and Onion Rolls (V)
Cocktail Sausages
Mixed Salads (VG) (GF)

*V-Vegetarian, VG-Vegan, GF-Gluten Free, * - can be adapted*

We can accommodate many types of dietary needs – see a member of our team for further details

Buffet Option 2

Hot Roast Baps (*GF)

With a selection of Beef, Pork and Five Bean Burgers (VG)

Served with Fries, Coleslaw, Pasta Salad and Mixed Salad

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Dessert

£4.00 per person

Chocolate Fudge Cake
Strawberry Cheesecake
Lemon Tart
Black Forest Gateaux

Bespoke buffet menus are available – please see a member of our team for further details

Optional Extras

Civil Ceremony Room Hire

Baker Room (maximum of 40 guests) £150.00

King Room (maximum of 90 guests) £250.00

Wedding Beverages

Bottles of House Wine (White, Red & Rose) £19.95 per bottle

Prosecco £24.95 per bottle

Champagne from £59.50 per bottle

Canapes £7.95 per person

Cheese Board £8.50 per person

Disco

Hotel Resident DJ £320.00 (until 12.30 am)

Administration charge of £65.00 for the use of own DJ

Overnight Accommodation Rates for Guests

Single Room from £55.00 per night inclusive of Full English breakfast

Double/Twin Rooms from £72.50 per night inclusive of Full English breakfast

Family Rooms from £110.00 per night inclusive of Full English breakfast

Suites from £179.00 per night inclusive of Full English breakfast

Decorations

Chair covers with organza sash from £3.95 each

Table runners with crystals or petals from £5.50 each

(Full decoration price list available on request)



Ceremony Price List 2023-2025

For Ceremonies taking place at the Borough Arms Hotel

Staffordshire County Council Registration Service
Tel – 0300 1118001

Non-refundable Booking Fee: £100

Standard Ceremony Fees 2023-2024:

Standard Ceremony Fee – Monday-Friday: £525
Standard Ceremony Fee – Saturday: £550
Standard Ceremony Fee – Sunday and Bank Holidays: £575

Standard Ceremony Fees 2024-2025:

Standard Ceremony Fee – Monday-Friday: £525
Standard Ceremony Fee – Saturday: £550
Standard Ceremony Fee – Sunday and Bank Holidays: £575

NB The earliest time for a Ceremony is 10.00 am
The latest time for a Ceremony is 5.00 pm

For Ceremonies taking place at a Registry Office

Non-refundable Booking Fee: £75

Standard Ceremony Fees 2023-2024:

Standard Ceremony Fee – Monday-Friday: £275
Standard Ceremony Fee – Saturday: £300
Standard Ceremony Fee – Sunday & Bank Holiday: £350

Standard Ceremony Fees 2024-2025:

Standard Ceremony Fee – Monday-Friday: £275
Standard Ceremony Fee – Saturday: £300
Standard Ceremony Fee – Sunday & Bank Holiday: £350

NB The earliest time for Ceremony is 10.00 am
The latest time for Ceremony is 4.30 pm

The above is payable to Staffordshire County Council

Each person must give their notice of 'intention to marry' to their local Registry Office within 12 months of the date of their ceremony at a cost of £35.00 per person.

Above costs are valid from 1st April 2023 to 31st March 2025



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Wedding Terms & Conditions

Deposits and Payments

1. A non-refundable deposit of £750.00 is required within 14 days of a provisional booking.
2. Any balance must be settled no later than four weeks before your wedding date.
3. We require the precise numbers of guests attending no later than four weeks before your wedding date. (These numbers will be the minimum charge or 90% of the original number given, whichever is larger.)
4. Any food, drink, or services not in the contract must be paid for at the time of request.

Cancellations

1. Cancellation more than six months before the planned wedding do not incur any charge as long as we are successful in re-letting the room for a similar function. Otherwise, the charges below will apply which include an estimate of room hire, pre-booked food and beverages:

• Between 6 and 4 months prior to the event	25%
• Between 3 and 1 months prior to the event	75%
• Less than 1 month prior to the event	100%
2. Cancellation must be made in writing to the Borough Arms Hotel and will only be deemed to take effect from the date received. Postponement will be treated as a cancellation and the same Terms and Conditions apply.
3. We retain the right to cancel the booking without obligation in the unlikely event of fire, disputes with employees, alterations or decorations that are not ready on time or by the order of any Public Authority.

General

1. Any materials, mechanical or electrical equipment owned by you or your guests and used at our hotel, must be brought to the attention of the Hotel in writing. You will need our consent prior to the Wedding, and they must comply with all current relevant regulations. In the unlikely event of any issues, you will be liable for any damage or injury arising from the use of the equipment, unless it has been caused by the negligence of the Borough Arms Hotel's employees.
2. All property left on our premises is at the risk of all guests: we cannot be held responsible for any losses.
3. Incendiary or explosive devices or the use of candles in or around the Borough Arms Hotel is forbidden.
4. Prices are inclusive of VAT at 20% and due to market fluctuations may be subject to change without notice.