

# Making Memories

*One promise that lasts a lifetime*



**Holiday Inn Lancaster**



# 🌿 Congratulations 🌿

## **Congratulations on your engagement and forthcoming wedding!**

It's now time to start planning your big day and we are delighted that you are considering our venue to host your wedding. Getting married is such a special occasion and choosing the right venue is just as important.

Our hotel has such a lot to offer to ensure that your special day is *your day, your way*.

With all our years of experience, we will make sure that your day is special and we pride ourselves in offering the highest standard of service to ensure your day is run with perfection. We want your wedding to be memorable and we would like to help make this happen.

From your first visit to the hotel, our dedicated wedding co-ordinators will be on hand to assist you every step of the way.

# Wonderful Weddings

Here at the **Holiday Inn Lancaster**, we pride ourselves on being one of the area's premier wedding venues.

Whether you're planning an intimate gathering or a traditional celebration, we are sure that the Holiday Inn Lancaster can provide exactly the right setting for your wedding day.

With riverside grounds that are perfect for photographs, a function suite with a private bar and a civil license for private ceremonies, we can guarantee that everyone will be happy.

Here at the Holiday Inn Lancaster, we have a selection of packages to suit all of your needs. Our wedding packages cover everything from your arrival drinks reception to dancing the night away with our resident DJ.

Should any of these packages not be what you require for your special day, we also offer a range of bespoke menus to suit your individual requirements.

Our dedicated wedding co-ordinator will take the strain and worry out of the planning and organising so that you can enjoy the celebrations...so relax and enjoy the biggest day of your life!



## Superb Suites

Our superb function suite is versatile and therefore perfect to create your own personalised ambience

### Halton Suite

The Halton Suite is conveniently located on the ground floor of the hotel and can hold up to 120 guests for a sit down wedding meal and 150 for an informal buffet or evening reception.

The Halton Suite is also licensed to hold civil wedding and civil partnerships to accommodate up to 120 guests.

The Halton Suite boasts its own private entrance, air conditioning, large portable dance floor and its own private bar area which is ideal for reception or arrival drinks, so is therefore the ideal venue to hold all of the celebratory events during your day.



## Civil Weddings & Partnerships

We are pleased to advise that the **Holiday Inn Lancaster** has been approved to hold civil wedding and civil partnership ceremonies within the hotel.

Before confirming your date, you will need to check the availability of a registrar to conduct your ceremony with Lancaster Registration Office on 0845 053 0021.





PACKAGE ONE

## Wedding Bells & Diamonds

£4,000 {includes 50 day guests and 80 evening guests}

### Included in the package:

- Red carpet on arrival
- Master of ceremonies to guide you through the formalities on the day
- Civil ceremony room hire
- Drinks reception and canapés on arrival for 50 guests
- Day reception room hire
- Chair covers & sashes for 50 guests
- 5 Table centrepieces and top table skirt
- Backdrop
- Top table flower arrangement
- Backdrop
- Three course wedding breakfast for 50 guests
- One table drink during the wedding breakfast for 50 guests
- One glass of prosecco for the toast
- Cake stand & knife
- Evening reception room hire
- Evening buffet for 80 guests
- Evening Disco & DJ until 12.30am
- Private Bar
- Bed & Breakfast for the happy couple on the night of the wedding
- Anniversary stay to celebrate your first anniversary
- Discounted accommodation rates for guests



## Evening Buffet

Selection of sandwiches served on mixed breads

BBQ chicken wings

Individual meat pies

Savoury quiche

Warm sausage rolls

Italian pizza selection

Satay chicken sticks with peanut mayonnaise

## Additional guests

Additional day guests are charged at £51.50 per person

Additional evening guests are charged at £17.50 per person

Children can have either half portion of the adult menu or alternatively select from the children's menu

Children are aged 3 - 12 years

Under 3's are complimentary

## Wedding Meal

**Please choose one dish from each course selection**

Prawn cocktail served with brown bread and a lime and chilli mayonnaise

Freshly made cream of leek and potato soup served with toasted croutons

Dovetail of galia melon served with fresh strawberries and parma ham

Country style pate served with a rich plum relish

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Roast topside of beef served with Yorkshire pudding and horseradish gravy

Baked loin of pork, served with an apple and sage mash and port wine gravy

Baked chicken supreme dressed with a white wine, mushroom and bacon sauce with tarragon

Poached salmon steak served with parsley new potatoes and choron sauce

Three bean and tomato pie, topped with herb mashed potato

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Profiteroles, chocolate sauce and raspberry coulis

Forest fruits cheesecake served with fresh strawberries

Chocolate raspberry slice and raspberry cream

Baked lemon tart with a lime and Chantilly cream

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Freshly brewed tea and coffee served with chocolate mints



PACKAGE TWO.

# Confetti & Crystal

£2,700 {includes 50 day guests and 80 evening guests}



## Included in the package:

- Red carpet on arrival
- Master of ceremonies to guide you through the formalities on the day
- Civil ceremony room hire
- Drinks reception on arrival for 50 guests
- Day reception room hire
- Two course wedding breakfast for 50 guests
- One glass of sparkling wine for the toast
- Cake stand & knife
- Evening reception room hire
- Evening buffet for 80 guests
- Evening Disco & DJ until 12.30am
- Private Bar
- Bed & Breakfast for the happy couple on the night of the wedding
- Discounted accommodation rates for guests

## Wedding Meal

**Please choose one dish from each course selection**

Baked chicken supreme with a white wine, mushroom & tarragon sauce, served with roasted new potatoes and seasonal vegetables

Roast Leg of Lamb served with mint gravy, roasted new potatoes and seasonal vegetables

Vegetarian option available on request

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Chocolate raspberry slice served with cream & fruit coulis

Caramel brownie & flapjack stack with chocolate sauce and cream

## Evening Buffet

Freshly cut sandwiches,  
A selection of crisps, nachos and nuts,  
Chicken wings and chips  
Crudités and dips

## Additional Guests

Additional day guests are charged at £33.00 per person  
Additional evening guests are charged at £12.50 per person  
Children can have either half portion of the adult menu  
or alternatively select from the children's menu  
Children are aged 3 - 12 years, under 3's are complimentary



PACKAGE THREE

# Hearts & Kisses

£1,225 {includes 50 guests and ceremony from 3.00pm}



## Evening Buffet

**Select 2 options from the below menu**

Chilli, rice & tortilla chips

Lasagne, salad & garlic bread

Chicken curry & rice

Chicken Hotpot, mixed breads and pickled red cabbage

Vegetarian Lasagne

## Additional Guests

Additional evening guests are charged at £25.00 per person

Under 3's are complimentary

### Included in the package:

- Red carpet on arrival
- Master of ceremonies to guide you through the formalities on the day
- Civil ceremony room hire
- Drinks reception on arrival for 50 guests
- Wedding reception room hire
- Cake stand & knife
- Evening buffet for 50 guests
- Evening Disco & DJ until 12.30am
- Private Bar
- Bed & Breakfast for the happy couple on the night of the wedding
- Discounted accommodation rates for guests



# Bespoke Wedding Packages

Should any of our packages not be what you are looking for, we can also create your own bespoke wedding package.

All of our Brides & Grooms are offered the following items complimentary:

- Red carpet on arrival
- Master of ceremonies to guide you through the formalities on the day
- Wedding reception room hire
- Cake stand & knife
- Evening reception room hire
- Private Bar
- Bed & Breakfast for the happy couple on the night of the wedding
- Discounted accommodation rates for guests



We can then tailor the following items to suit you perfectly:

- Ceremony Room Hire
- Drinks receptions
- Wedding Breakfast – 1 to 6 courses available
- Venue Dressing – Chair covers & sashes, top table skirt, table centrepieces, top table flowers & backdrop
- Table drinks
- Toast drinks
- Photography
- Evening Buffets
- Candy Cart
- Disco & DJ
- Midnight Snacks
- Gym Membership – for the run up to your big day



Prices available upon enquiry

# Weddings Timeline

## 2 - 18 months before the big day:

- Set the date for your wedding
- Set your budget and decide who is organising each aspect
- Identify the type of venue for your ceremony & reception and contact the Wedding Co-ordinator
- Book wedding photographer
- Book wedding cars & other transport
- Book band or DJ for reception
- Order invitations & stationery
- Decide on Bridesmaids, Best Man & Ushers
- Order wedding cake
- Decide on the number of guests & start drawing up a guest list
- Purchase wedding insurance
- Reserve a block of rooms at the hotel for out of town guests

## Six months before the big day:

- Register for your wedding gift list
- Choose wedding dress & accessories
- Choose Bridesmaid dresses
- Book your honeymoon & remember to check with your travel clinic about vaccinations
- Decide on theme and select flowers, table decorations etc.
- Bridegroom to arrange suits for Best Man, Ushers & Fathers
- Organise the hen night and stag night

## Four months before the big day:

- Post wedding invitations with details of timings, transport, directions & details of the hotel
- Select wedding rings
- Finalise order of service and select music/hymns
- Contact your wedding suppliers e.g. florist, entertainment etc. to confirm details
- Wedding menu taster session at the hotel

## Six to eight weeks before the big day:

- Confirm any travel arrangements & hotel reservations
- Organise presents for Bridesmaids and Mothers of the Bride & Bridegroom
- Choose wedding favours for the reception
- Make hairdresser & beauty salon appointments
- Meet with your Wedding Co-ordinator to discuss seating plans, place cards and drinks packages
- Confirm final number of guests & seating plan with your Wedding Co-ordinator

## Three weeks before the big day:

- Arrange wedding rehearsal
- Give florist total number of button holes and delivery details
- Confirm timings with wedding cars & transport operators
- Discuss with your photographer the photos you would like
- Give the DJ/band a list of songs you would like played
- Final fittings for wedding dress
- Ensure Bridegroom, Best Man & Father of the Bride write speeches
- Bridegroom to arrange a gift to be delivered to the Bride before the ceremony
- Remind the Bridegroom to get a haircut
- Collect wedding rings and ensure they fit

## One week before the big day!

- Have trial hair and make-up session
- Meet with Best Man, Bridesmaids and Ushers to finalise wedding day plans
- Confirm arrangements with photographers, transport operators, florists etc
- Wear in the wedding day shoes at home!
- Collect wedding dress, veil & accessories
- Pack for honeymoon and ensure tickets have arrived

Finally - relax and enjoy the big day!



## Looking After You and Your Guests



Guests who choose to stay overnight will be offered a preferential rate as part of your wedding party and we would be happy to reserve a block of rooms just for your wedding guests.

We have 156 spacious and modern bedrooms all having en-suite facilities, flat screen TV's, iron and ironing board and tea and coffee making facilities with the added addition of having complimentary use of the leisure club during your stay.

Amongst the 156 bedrooms, we have 27 executive rooms which add a bit of luxury to your special occasion for your guests to enjoy. The executive rooms have bathrobes and slippers, luxury toiletries and complimentary bottled water and chocolate bar.

We are delighted to offer friends and family a special rate\* from £55 bed and breakfast based on one or two adults sharing a room on the night of your wedding. The rate includes car parking, use of the leisure facilities and full English breakfast the following morning.

**\*Please note rates are subject to availability, terms and conditions apply.**

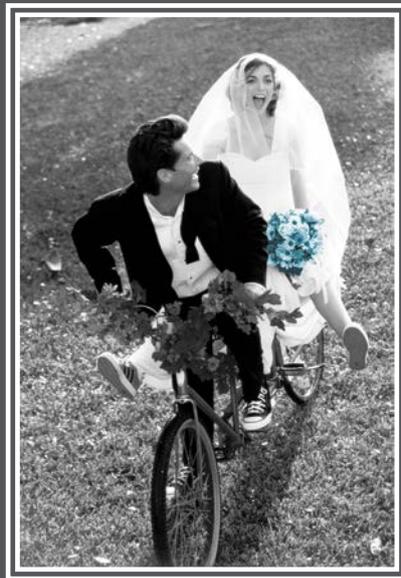
## Relax and Rejuvenate



With our health and fitness facilities located at the hotel, there is no better way to get in shape for your big day. Our fitness facilities offer a relaxed, friendly atmosphere as well as the latest equipment.

Of course if sometimes you need to totally escape wedding preparations, you could let your stresses float away in our pool, or lie back and relax in our Jacuzzi or sauna.

**Preferential rates for memberships are available for couples who are holding their wedding with us. Please ask your wedding co-ordinator.**



**Holiday Inn**  
AN IHG<sup>®</sup> HOTEL

**Lancaster**

Waterside Park · Caton Road · Lancaster · LA1 3RA

**Contact us**

Tel: 01524 541312

Email: [events@hilancasterhotel.co.uk](mailto:events@hilancasterhotel.co.uk)

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