



*Haigh Hall*  
THE CLASSIC VENUE FOR BUSINESS & LEISURE

## *Congratulations*

Thank you for considering Haigh Hall for your forthcoming wedding.

To allow us to maintain our high standards and to offer you the excellent quality which Haigh is renowned for, it has been necessary to revise our menus and pricing.

As of April 1<sup>st</sup> 2013 our new package prices will be:

Diamond Package	£44.95
Emerald Package	£55.45
Pearl Package	£62.95
Ruby Package	£83.95

Diamond Wedding Experience Evening Buffet	£11.95
Emerald Wedding Experience Evening Buffet	£13.50
Pearl Wedding Experience Evening Buffet	£15.50
Ruby Wedding Experience Evening Buffet	£18.50

We are confident that you will be happy with the improvements to our wedding experiences, if you have any questions, please do not hesitate to contact a member of our team.

We would also like to point out that the minimum numbers stated in the brochure are incorrect and have been reduced.

The correct minimum numbers for the Douglas Suite are 40 adult day guests and 80 adult evening guests.

The correct minimum numbers for the Grand Ballroom are 60 adult day guests and 100 adult evening guests.

*Whatever your dream, here at Haigh Hall –  
we will turn it into reality*



*Haigh Hall*  
HIL CLASSIC VENUE FOR BUSINESS & LEISURE

## *Ruby Package*

Please choose one item for the entire party from each course and advise us of any dietary requirements

### Canapés on arrival

*Please select 3 from our extensive list*



### Starter

Fresh Salmon and Smoked Haddock Fishcake  
*with Haigh Halls tartare sauce, presented on dressed salad leaves*

### Caesar Salad

*with char grilled chicken and fresh parmesan shavings*

Chestnut Mushroom and Port 'faux gras' with Tarragon and Chestnuts  
*served with sesame breadsticks*



### Intermediate Course

*Please select one soup from our extensive list*



### Mains

*All served with locally sourced potato and vegetable dishes*

### Fillet of Beef en Croute

*presented on vanilla puree with a mushroom and Madeira sauce*

### Herb and Mustard Crusted Canon of Lamb

*served with a rosemary scented jus and garlic mash*

### Pan Fried Fillet of Seabass with Chorizo and Red Onion

*served on a bed of crushed new potatoes and finished with balsamic*

### Pan Fried Tenderloin of Pork

*served on a potato rosti with a creamy wholegrain mustard, tarragon and bourbon  
Sauce*

### Butternut Squash Ravioli

*with fried sage leaves and sun-dried tomatoes*



### Dessert

### Melt in the middle Chocolate Pudding

*with a white chocolate dipped strawberry and freshly whipped cream*

Haigh Hall Mess of Raspberries, Meringue and Fresh Cream

Selection of English Cheeses served with Biscuits, Grapes and Celery Sticks



### To Finish

Freshly Brewed Tea or Coffee served with Haigh Hall Chocolate Mints



*Haigh Hall*  
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*Pearl Package*

Please choose one item for the entire party from each course and advise us of any dietary requirements

Canapés on arrival

*Please select 3 from our extensive list*



**Starter**

Goats Cheese, Mozzarella and Romano Red Pepper Roulade  
*with dressed rocket leaves*

Salmon Fillet and Loin of Natural Smoked Haddock wrapped in Parma Ham  
*served with a white wine and parsley seafood sauce*

Smoked Breast of Goosnargh Duckling  
*served on dressed salad leaves with sage roasted pine nuts*



**Intermediate Course**

Please select one soup from our extensive list



**Mains**

*All served with locally sourced potato and vegetable dishes*

Hand Carved Mustard Crusted Roast Sirloin of Beef  
*served with a rich jus and homemade Yorkshire pudding on a bed of horseradish mash*

Garlic and Rosemary Infused Roasted Lamb  
*with a red wine and redcurrant jus, presented on a bed of minted mash*

Thyme Flavoured Roast Crown of Turkey  
*with bacon wrapped pork chipolata sausage, sage and onion mash, finished with a rich cranberry and port jus*

Poached Corn Fed Supreme of Chicken  
*served with a buttery mash and creamy cider and mushroom sauce*

Wild Mushroom and Spinach Tart  
*with mustard scented leeks and fondant potato*



**Dessert**

Homemade Raspberry and Dark Chocolate Tart  
*accompanied with Chantilly cream*

Haigh Hall Neat 'n' Tidy Mess  
*with fresh berries and stem ginger whipped cream*

Creamy Strawberry Cheesecake  
*With a fresh minted strawberry coulis*



**To Finish**

Freshly Brewed Tea or Coffee served with Haigh Hall Chocolate Mints



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## *Emerald Package*

Please choose one item for the entire party from each course and advise us of any dietary

### Starters

Cream of Vegetable Soup  
*finished with herb croutons and served with a warm bread roll and butter*

Goats Cheese and Caramelised Red Onion Tartlet  
*with French dressed salad leaves*

North Atlantic Prawns  
*dressed in a tangy tomato mayonnaise and served on a bed of rocket leaves*



### Mains

*All served with locally sourced potato and vegetable dishes*

Corn Fed Chicken Supreme  
*served with a mushroom, cream and white wine sauce on a bed of creamy mash*

Lemon Crusted Pork Fillet  
*with creamy mash and parsley sauce*

Herb Crusted Fillet of Salmon  
*served on a bed of crushed new potatoes and warm pesto sauce*

Char Grilled Pepper filled with Caramelised Onion, Golden Raisins and Cous Cous  
*served with a flaked chilli and saffron tomato sauce and flat bread*



### Dessert

Homemade Lancashire Ginger Cake  
*with a rhubarb compote and softly whipped fresh cream*

Homemade Apple Flan  
*with traditional English custard*

Strawberry Cream Pillar  
*with a champagne strawberry compote*



### To Finish

Freshly Brewed Tea or Coffee served with Haigh Hall Chocolate Mints



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# *Diamond Package*

Please choose one item for the entire party from each course and advise us of any dietary

## Starters

Cream of Leek and Potato Soup  
*finished with chives and crème fraîche and served with a warm bread roll and butter*

Trio of Melon Crescent  
*with fresh fruits of the forest*

Homemade Chicken Liver Parfait  
*served with red onion marmalade and melba toast*



## Main course

*All served with locally sourced potato and vegetable dishes*

Herb Roasted Chicken Breast  
*presented on buttery mash and complimented by pork and apple stuffing and roast gravy*

Slow Roast Loin of Pork  
*served with a rich calvados jus and presented on crushed thyme and onion potatoes*

Sage Basted Roast Breast of Turkey  
*presented on sage flavoured mash with stuffing, chipolata & roast gravy*

Portobello Mushrooms stuffed with Feta, Sun Dried Tomatoes and Pine Nuts served  
*with roast onion Boulangier, fine beans red and green pesto*



## Dessert

Sticky Toffee Pudding  
*with hot fudge sauce*

Vanilla Pannacotta  
*with strawberry coulis*

Poached Pear  
*in vintage port served with a cinnamon cream*



## To Finish

Freshly Brewed Tea or Coffee served with Haigh Hall Chocolate Mints



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## *Children's Menu*

*(For our young guests between 3 & 12 years old)*  
*Includes soft drinks during the meal service*  
£12.95

### **Starter**

Tomato soup served with a freshly baked bread roll and butter

Leek and potato soup served with a freshly baked bread roll and butter

Melon fan with sweet seasonal berries

Crunchy vegetable sticks and apple wedges with cream cheese dip



### **Main course**

Grilled 4oz beef burger in a salad barm with fries

Homemade chicken nuggets with fries and salad

Grilled award winning pork sausages with creamy mash

Penne pasta with your choice of either tomato sauce, bolognese sauce or served plain with butter

Crispy fried fish and chips with garden peas



### **Dessert**

Sticky toffee pudding with a scoop of vanilla ice cream

Scrummy profiteroles with chocolate sauce

Fresh fruit salad with freshly whipped cream

Banana boat with ice cream and strawberry sauce

Vanilla ice cream with strawberry or chocolate sauce



# Haigh Hall

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## *Ruby Wedding Experience Evening Buffet*

£18.50

Please choose two main courses plus a vegetarian option if needed, three salad or vegetable dishes and two additional accompaniments.

### Main Courses:

- Prime beef tacos with soured cream
- Fillet of beef stroganoff
- Spiced chicken in black bean sauce
- Italian beef and pork meatballs in a rich tomato sauce
- Locally produced, award winning pork sausages in a red wine and onion gravy
- Luxury fisherman's pie with salmon, prawns and natural smoked haddock
- Beef bourguignon with a rich red wine sauce
- Haigh Hall Lancashire lamb hotpot with a choice of potato or pastry topping
- Lasagne verdi with prime minced beef and rich tomato sauce
- Saute of chicken cacciatore in a rich paprika flavoured sauce with peppers
- Lamb rogan josh with yogurt, tomato and exotic spices
- Barbecue flavoured chicken thighs and pork rib combo
- Vegetarian lasagne with Mediterranean vegetables and cheese topping V
- Wild mushroom stroganoff with a brandy cream sauce V
- Locally sourced root vegetable and Lancashire cheese topped hotpot V
- Five spiced quorn and vegetable stir fry with noodles V

### Salad/Vegetable Dishes:

- Creamy coleslaw
- Red cabbage with apple and caraway
- Dressed Haigh walled garden salad
- Italian potato salad with fresh herbs
- Potato salad with gherkin, onion & flat leaf parsley
- Jewelled rice salad
- Moroccan cous cous with apricots and harissa dressing
- Chefs choice seasonal fresh locally sourced vegetables
- Braised red cabbage
- Assorted pickles

### Additional accompaniments:

Each main dish from the above served with either:

- Pilau rice
- Minted new potatoes in their skins
- Spicy jacket wedges
- Homestyle chips

### Plus a choice from:

- Garlic bread
- Naan bread
- Ripping Bread



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*Pearl Wedding Experience Evening Buffet*  
£15.50

A selection of premium overfilled sandwiches on artisan breads.

Please choose one of the main course options below, plus a vegetarian option if needed, along with two salad or vegetable dishes.

Main Courses:

- Chicken tikka masala with pilau rice
- Moussaka with spiced lamb and cheese topping
- Locally produced, award winning pork sausages in a rich cider sauce with creamy mash
- Prime beef and ale pie with new minted potatoes in their skins
- Cheese and leek pasta bake with garlic bread V
- Quorn and kidney bean chilli with poached rice V
- Potato and chickpea curry with pilau rice V

Salad/Vegetable Dishes:

- Chefs choice seasonal fresh locally sourced vegetables
- Dressed salad
- Coleslaw
- Potato salad
- Rice salad

Ripping bread





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*Emerald Wedding Experience Evening Buffet*

£13.50

A selection of overfilled sandwiches on wholemeal and white artisan breads.

- Pork and mustard sausage roll
- Assorted topped stonebaked pizza slice
- Honey glazed chicken drumstick
- Vegetable samosa/spring roll
- Kofta kebab
- Caesar salad
- Home style chips
- Creamy homemade coleslaw

*Diamond Wedding Experience Evening Buffet*

£11.95

Please choose two hot fillings from our extensive range served with homestyle chips or jacket wedges, tossed salad and coleslaw.

Panini

- Lancashire cheese, red onion and tomato chutney
- Baked ham with vine ripened tomato
- Tuna Melt with flaked chilli
- Brie and sweet chilli
- Turkey, bacon and cranberry

Barms

- Hot roast pork & apple sauce
- Sage basted roast turkey & cranberry sauce
- Baked gammon with spiced pineapple jam
- Cumberland sausage with red onion marmalade
- Smoked bacon and vine ripened tomato

*Hog Roast Evening Buffet*

£13.95 (minimum 80 portions)

Why not consider an alternative to the traditional evening buffet? Our mouth-watering Hog Roasts make for an unforgettable experience. We use locally reared pigs perfect for hog roasting. Our chef will raise the pig out of the hog roaster, display and carve in front of your guests. Our Hog Roast buffet includes...

Spit Roasted Hog carved and placed in a floured bap with a selection of mustards and apple sauce and stuffing, plus your choice of one of the potato dishes below

Sautee Potatoes  
Roast Potato  
New Potatoes

Jacket Potato  
Oven Wedges  
Homestyle Chips



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## *Optional Extras*

When celebrating your special day, it's the little details that make all the difference.....

### **Additional Courses**

#### Canapés

Canapés are available at £1.60 each or 5 per person for £6.40. Please see our extensive list.

#### Cheese Course

A selection of locally produced cheeses with crisp biscuits, butter, grapes, celery and red onion chutney

- £4.25 per person
- £40 per table of 10

#### Soup Course

Additional soup courses are available at £2.95 per person. Please see our extensive list.

#### Desserts

Why not add a sweet to your buffet menu from £1.95 per person?

- Cream and Jam Victoria Sponge £1.95
- Chocolate Fudge Gateau £1.95
- Carrot Cake £2.25
- Fresh Fruit Tartlet £2.75
- Baked Vanilla Cheese Cake £2.75

All served with fresh pouring cream.

#### **Cake of Cheese**

Unique savoury cheese cakes for your special occasion...

Our individually decorated cheese cakes make the ideal choice for your special day; our cheese cakes will enhance the occasion.

Prices start from £160 for 40 people and includes biscuits and condiments

#### **Cask Ale**

Your private bar stocks an extensive range of beers, wines, spirits and soft drinks. If you would like to personalize this to your wedding, our bars offer you the facility to be able to choose your preferred cask ale that will be offered exclusively on your special day.

Terms and conditions apply, please ask a member of our team for more details.



## Canapés

### Cold Canapés

- Thai crab tartlet
- Vine ripened cherry tomato stuffed with tapenade
- Crostini of grilled vegetables
- Cucumber cup with trout mousse
- Parmesan crisps
- Red pepper and goats cheese tartlet
- Marinated salmon with capers and lime on rye bread
- Smoked salmon roularde with cream cheese
- Chicken coronation tartlet

### Hot Canapés

- Grilled aubergine and red pepper crust
- Vegetable tempura
- Haigh hall rarebit bites
- Crostini with grilled cheese, bacon and Spring onion
- Skewered salmon with pickled ginger and soy dipping sauce
- Beef satay with spicy peanut dip
- Falafel with mint yogurt
- Baby baked potato with blue cheese and Red onion marmalade
- Vine ripened cherry tomato & mozzarella skewer

£1.60 each any 5 for £6.40 per person (if not already included in your chosen package)

## Soups

- Beetroot & apple soup with crème fraiche & chopped chives
- Broccoli & stilton soup with fresh cream & parsley
- Butterbean & chorizo soup with crispy chorizo and a drizzle of olive oil
- Carrot & ginger soup with fresh cream and lime juice
- Chicken & root vegetable broth with chopped parsley and sage croutons
- Chickpea, bacon & chilli soup with crispy bacon lardoons and coriander
- French onion soup with cheese toasts and chopped parsley
- Goulash soup with smoky paprika flavoured vegetables and tomatoes topped with soured cream and parsley
- Leek & potato soup with crème fraiche & chopped chives
- Lentil & bacon soup with Roquefort crème fraiche and crispy croutons
- Mediterranean tomato & smoked bacon soup with parmesan and chopped basil
- Pancetta & onion soup with crispy pancetta and ciabatta cheese toasts
- Pea & ham soup with chopped parsley and smoked ham
- Spicy butternut squash soup with toasted coconut and chilli oil
- Summer soup with pesto. A green vegetable soup with pesto, olive oil and parmesan
- Sweet potato & rosemary soup with fresh cream & red peppers
- Tomato & roasted pepper soup with basil oil & crispy croutons
- Winter vegetable soup with parsley and cracked black pepper croutons

All soups are served with freshly baked wholemeal & white dinner rolls & butter

£2.95 each as an additional course



### Reception Drinks

Additional drinks can be served at your reception & wedding breakfast or event;

*Please note this is only a sample menu, full wine and drinks menu available on request (prices correct April 2013)*

Bucks Fizz Sparkling Wine/Orange Juice	£4.50 glass
Peach Fizz Sparkling Wine/Peach Nectar	£4.50 glass
Cranberry Fizz Sparkling Wine/Cranberry Juice	£4.50 glass
Raspberry Fizz Sparkling Wine/Fresh Raspberry	£4.50 glass

For a small supplement, the above cocktails can also be served as champagne cocktails.

Country Park Punch <i>refreshing alcoholic fruit punch</i>	£4.25 glass
Prosecco <i>served chilled</i>	£4.75 glass
Pimms No.1 <i>served with fresh fruit and lemonade</i>	£3.25 glass
Mulled Wine, <i>traditional and warming</i>	£4.25 glass
La Delizia Chardonnay White Wine	£14.95 bottle
San Vito Pinot Grigio White Wine	£16.45 bottle
La Delizia Cabernet Sauvignon Red Wine	£14.95 bottle
Primitivo di Puglia – Antonini Ceresa Red Wine	£16.25 bottle
La Dellizia Pinot blush Rose Wine	£16.45 bottle
Prosecco Astoria Lounge	£22.95 bottle
Prosecco/Pinot Nero Rose Astoria Lounge	£24.45 bottle
Boizel Brut Reserve Champagne	£38.00 bottle
Boizel Brut Rose Champagne	£39.00 bottle
Peroni 330ml (5.1%abv)	£3.60 bottle
Corona 330ml (5% abv)	£3.60 bottle
Coca Cola/Lemonade	£1.30 standard glass
Orange juice	£1.45 standard glass

*Please ask any member of our team for a full list*



## *Civil Registration of Marriage or Civil Partnership Ceremony*

Haigh Hall is a licensed venue and offers you the facility of holding a Civil Registration of Marriage or a Civil Partnership Ceremony. Should you wish for your event to include either of these, it is the organisers responsibility to arrange this through Wigan Registrars (Civil ceremony charges are payable to Wigan Registry Office 01942 705000).

To avoid disappointment, we ask that you contact the registrar to check their availability before confirming your booking with us. Haigh Hall will not accept a deposit until a ceremony time has been provisionally booked with the registrars.

### Ceremony room hire charges:

Grand Ballroom	£250
Douglas Suite	£250
Cocktail Bar	£165
Douglas Lounge	£165

### Exclusive Use

To guarantee exclusive use of Haigh Hall on your chosen date, why not speak to one of our team for details?

### Room Hire

The packages listed in our brochure include room hire. Should you wish to host a bespoke wedding or event that doesn't comply with these packages then a room hire fee will apply

Grand Ballroom	£400
Douglas Suite	£300
Douglas Lounge	£200
Cocktail Bar	£200

All prices include the use of a bar until 12.30am. Bar extensions are available at the cost of £300 per hour.

## *Little Extras*

It's the little details that make all the difference when planning your special day, our wedding coordinator can assist you with hire of the following:

Up lighters	£150 (per room)	
DJ for the Evening Reception	£300	
Candelabra Centerpieces (without floral arrangement)		£15.00 each
Hurricane Vase Centrepiece (including candle)		£10.00 each
Tea light (including holder)		£0.50p each



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### *Frequently asked questions...*

#### **Can Haigh Hall cater for special dietary needs?**

*Guests with special dietary requirements can be catered for as long as prior notice is given. Please discuss with a member of the Events Team when selecting your menu.*

#### **Does Haigh Hall have any accommodation?**

*Unfortunately not, although we can provide a list of local hotels if you wish*

#### **What happens if I need to add or remove guests after I have paid the balance?**

*It is possible to add extra Guests after you have paid the final balance as long as there is sufficient space left in the function room. If a Guest cannot attend after the balance has been paid, you are welcome to replace them, but regretfully, we cannot offer any refunds from 21 days prior to the event.*

#### **I have had my show round at Haigh Hall, what happens next?**

*To ensure that you are able to choose your preferred date, we would recommend that you reserve your special day with us. To avoid disappointment, we will provisionally hold your date for fourteen days. You can request your date by telephone, email or by calling in person. Please feel free to contact our experienced Wedding Co-ordinators who will be more than happy to assist with your booking and completing your booking form. We also ask that you have your civil ceremony/church time booked or provisionally held to ensure timings match.*

#### **How can I make sure all of my plans are just as I would like them?**

*The timings of your event are important to us and these should be noted on your booking form when you return it to us with your deposit. Whilst we cannot guarantee timings, you have peace of mind that we will endeavour to help you plan and mutually agree the timings of your day*

#### **Can I hire Haigh Hall exclusively?**

*Haigh Hall has the capability to hold 2 weddings at the same time, but you can hire it to be exclusively yours. Please ask any member of our team for further information.*



# Haigh Hall

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## Terms and Conditions for Weddings, Conferences and Private Bookings

### General

Please note that the minimum numbers stated in the brochure are incorrect.

The correct minimum numbers for the Douglas Suite are 40 adult day guests and 80 adult evening guests.

The correct minimum numbers for the Grand Ballroom are 60 adult day guests and 100 adult evening guests.

The throwing of confetti is limited to the grassed areas adjacent to Haigh Hall and should not be thrown on the tarmac area to the front of the hall or inside the building.

Food that has not been prepared in the Haigh kitchens may only be consumed on the premises if previously agreed in writing.

Haigh Hall cannot accept liability for any claims; actions or demands arising from damage, or loss to goods and/or property left on site that are the sole responsibility of the owner. Any goods and/or property are left entirely at the owner's risk.

The hirer is totally responsible for meeting the Health and Safety obligations associated with the activities of his/her event. This includes any unsafe act, ensuring that privately owned equipment is in safe working order and covered by the relevant insurance and Portable Appliance Testing Certificates when used on the premises. Copies of current certificates must be available before or on the day of use. Any supplier unable to provide certificates on request may be refused permission to work within Haigh Hall.

The hirer is also responsible for ensuring the premises are left in a safe condition on leaving. Please note any damage to the hall, facilities or fittings will be charged to the hirer. Your chosen wedding package is inclusive of normal cleaning of the building following your event. Any additional cleaning that is deemed necessary by management and which incurs cost will be charged for.

Children are made welcome at Haigh Hall, though they must be supervised at all times in the hall.

No artificial smoke generators or machines are to be used by discos or entertainers due to the sensitivity of the Fire Alarm system. Any charges levied by G.M. Fire Service for false alarms due to smoke machines etc will be passed onto the hirer.

Fireworks are not to be ignited by anybody other than professional pyrotechnic operators with acceptable amounts of Public Liability Insurance, together with prior permission from the Estate Manager. There is a curfew of 10.00pm, which is the latest time a display may start.

We reserve the right to review our prices annually. The price quoted at time of booking may therefore be subject to change. We will notify you of any changes to the pricing of your event as soon as any such changes are made.

Whilst we make every endeavour to ensure that the venue meets all of your requirements, we cannot guarantee exclusive use of the staircase and reception. We can however, ensure that you have the opportunity to use the staircase exclusively for a set period of time.

If your event is cancelled by WLCCL for reasons beyond our control, we will make all reasonable efforts to offer you a mutually convenient alternative date for use of the hall for your booking in line with your original booking requirements.

Haigh Hall does not accept any liability or responsibility if we are unable to provide accommodation, food, drinks or services as a result of industrial action or any other cause which is beyond our control.

Haigh Hall reserve the right to change your room requirements if deemed necessary to our business.

Haigh Hall reserve the right to refuse service and or admittance to anyone acting in a manner deemed inappropriate. Haigh Hall operates a zero tolerance policy towards guests acting inappropriately or causing a nuisance to staff or other guests and will therefore be asked to leave the premises.

In order for us to plan your event safely, Haigh Hall must be informed at the time of booking of all activities that you plan to have at your event, including but not limited to - a horse and carriage or fireworks. We reserve the right to refuse access if prior permission has not been granted in writing.

Unless agreed and stated on the completed booking form or received from Haigh Hall in writing, Haigh Hall are not liable to honour any estimates quoted at the time of show around.

Any Additions that occur to food and drink on the day of the event, will be charged to the hirer after the event.

Candles are permitted, but must be in a holder.



## Exclusive Use Terms and Conditions

Minimum numbers for Exclusive Use Packages are 60 Adult Day Guests and 100 Adult Evening Guests. Exclusive use will not be granted in conjunction with any other offer and not until a minimum spend has been agreed and confirmed in writing. The minimum package for any exclusive use offer is 'The Emerald Package'.

To confirm an Exclusive Use event, a £1000 non refundable deposit must be received along with a completed booking form. Should chair covers need to be moved by Haigh Hall staff then an additional charge of £1 per chair will apply.

## Package Specific Terms and Conditions

1. The Diamond Package is not available on any Saturday, June – September inclusive.
2. The Emerald Package wedding breakfast drinks are based on 1x 175ml glass per person
3. On all Packages the choice of linen is currently restricted to Ivory or White, whilst we endeavour to ensure a choice of colours are available we can only guarantee these colours at no extra charge.
4. On all Packages the complimentary gift storage is supplied at the customers risk. Haigh Hall will not take responsibility for cards/card boxes. All cards and valuables must be removed from site at the end of your event.
5. The Pearl Package Champagne is our house champagne and is subject to change
6. The Ruby Package excludes 250ml glasses of wine, double spirits and premium champagne.
7. The Ruby Package free flowing wine will be served throughout the wedding breakfast. The wine will be poured by members of staff intermittently throughout and will cease once the breakfast has finished.
8. Young persons aged 13-17 are automatically allocated to the packages. In all cases where alcohol is not to be consumed alternative soft drinks will be supplied.
9. On all Packages the hirer must cater for the full number of evening guests invited.

## Bar and Licensable Activities

### Cask Ale

If Cask Ale has been requested by the hirer, Haigh Hall reserve the right to charge the hirer for the remainder of ale left in the barrel/s at the end of the event. The barrel will be weighed and a the retail value of the remainder will the be invoiced to the hirer after the event.

### Corkage Charges

Haigh Hall is a licensed venue, therefore guests are not permitted to consume their own alcohol unless a corkage fee has been agreed in advance.

Corkage Fees are as follows:

Wine 75cl Bottle	£10 per bottle
Sparkling Wine 75cl bottle	£15 per bottle

All guests are reminded that it is an offence to consume alcohol that has not been purchased from Haigh Hall. As the hirer you are responsible for the actions of your guests.

Haigh Hall reserve the right to remove any alcohol found on site that has not been purchased or a corkage charge agreed for in advance.

Haigh Hall reserve the right to remove any guest found to be consuming their own alcohol on site.

Haigh Hall reserve the right to close the bar and cease all drink sales, at any point during your event, should Duty Management deem it necessary.

The use of Alcoholic favours is not permitted at Haigh Hall unless a corkage fee has been previously been agreed in writing.





### **Provisional Bookings**

Provisional bookings can be made and can be cancelled without any penalty. **Provisional bookings will be held for a period of 14 days**, at which point we reserve the right to cancel your booking if we do not receive a completed booking form and deposit.

**Confirming your booking within 14 days of the provisional booking being made**, you must complete and return a signed booking form, including both signatories, together with a non refundable **£500 deposit**. Please note, your booking will not be confirmed until your deposit and booking form have been received. We will acknowledge receipt and confirm your booking in writing to you. The ceremony times stated on your booking form will be those used on the day. Haigh Hall reserve the right to refuse any alterations unless agreed in advance in writing.

### **Cancelling your booking**

In the event of cancellation of any booking or non-arrival of guests for whatever reason, the following charges will be applicable (the day before the event is considered day 1 in this calculation):

- More than 85 days prior no charge
- 57 - 84 days prior 10% of total booking
- 29 - 56 days prior 50% of total booking
- Less than 28 days 100% of total booking

Total booking includes deposit, room hire, meals and pre-ordered drinks. Additional services that have been ordered through our suppliers will also be charged if they have been confirmed. **Transfer requests are subject to second non-refundable deposit of £500**; this will be deducted from the final invoice.

Any cancellation of a confirmed (deposit paid) event must be made in writing to Haigh Hall. Date of receipt of this letter will determine the cancellation charge. Your total booking price will be based on minimum numbers and selected package – cancellation charges shall be calculated based on this.

### **Final Numbers & Payment**

It is possible to add extra guests after you have paid the final balance, this is subject to maximum room occupancy levels. If attendance numbers decrease after the final balance is paid, a refund will not be available.

**We require final payment by the latest, 21 days before the event.** An invoice will be sent to you 5 weeks before your event, simply contact us to arrange the most convenient method of payment.

### **And Finally...**

Any event is stressful; please take the time to plan and organise the day and if you require any help at all our friendly team are always on hand to answer questions.



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**Booking Form for Weddings/Civil Partnerships at Haigh Hall**

Date \_\_\_\_\_  
Event Type \_\_\_\_\_  
Agreed Rooms \_\_\_\_\_

**Partner 1**

**Partner 2**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Contact Number \_\_\_\_\_  
Email Address \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Contact Number \_\_\_\_\_  
Email Address \_\_\_\_\_

**And/or Organiser**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Contact Number \_\_\_\_\_  
Email Address \_\_\_\_\_

If your ceremony is at Haigh, please state  
Room \_\_\_\_\_  
Time of Ceremony \_\_\_\_\_  
If your ceremony is not at Haigh, please state  
Venue/Church \_\_\_\_\_  
Time of Ceremony \_\_\_\_\_

**Please state your anticipated attendance:**

Day \_\_\_\_\_  
Evening \_\_\_\_\_

I/We have read, understood and agree to the terms and conditions set out by Haigh Hall.

Signature 1 \_\_\_\_\_

Signature 2 \_\_\_\_\_

Date \_\_\_\_\_

**Agreed Terms of Use**

Minimum Adult Day Guests \_\_\_\_\_  
Minimum Adult Evening Guests \_\_\_\_\_  
Minimum Package \_\_\_\_\_  
Minimum Spend \_\_\_\_\_

Special Offers/Agreements  
\_\_\_\_\_  
\_\_\_\_\_

Signed on behalf of Haigh Hall:  
\_\_\_\_\_

Date \_\_\_\_\_

Deposit Amount Paid \_\_\_\_\_

Receipt Number \_\_\_\_\_

