

Your Lakeside Wedding

at Kettering Conference Centre



Your Wedding

We would like to congratulate you on your forthcoming wedding.

Whether you need a large, grand room or something a little more intimate, our professional and friendly team are here to help make your wedding day a successful and memorable occasion.

The Lakeside is a beautiful room set beside our nine-acre lake with its own outdoor terrace and private lawn, making it perfect for summer weddings. It has its own stylish bar with a dance floor and can accommodate up to 150 people for a meal and up to 200 guests for the evening reception.

For larger weddings our Fair Isle room can accommodate up to 500 guests with its own private bar, spacious dance floor and sophisticated lighting to create just the right atmosphere for your day.

We have put together two wedding packages to help you plan your day. We are very happy however to discuss any variations or extras you may need to make your day perfect. Musicians, red carpet, star cloth, chocolate fountain, sweet stall, whatever you want we can arrange it for you.

Car parking is a breeze, as we have free car parking for up to 500 cars.

Your Civil Ceremony

All of the rooms at Kettering Conference Centre are licensed for civil marriage ceremonies so any sized ceremony can be accommodated. For most weddings our Portland Room works well in conjunction with the Lakeside suite. The Portland holds up to 150 people for the ceremony.

Please remember that for civil ceremonies the bridal party is responsible for booking the registrar and all legal requirements.



Traditional

All inclusive wedding package £57.50 per person

A dedicated wedding coordinator & host
Hire of Lakeside Suite, terrace and garden

Three course meal

Evening buffet

Welcome drinks

Glass of wine served with the meal

Glass of sparkling wine for your toast

Filter coffee and chocolate mints

Use of cake knife and cake stand

Screen and projector for your photos/videos

Microphone for your speeches

Feature coloured lighting

Chair covers with organza sash

White table linen with coloured napkin and table runner

Free parking

*Prices are based on a minimum of 65 adults.
Children up to the age of 11 can receive a smaller portion at a cost of £40 per child*

Traditional Menu



Red or white wine

Bucks fizz

Alcoholic or non-alcoholic fruit punch

Orange juice

Please choose one alcoholic and non alcoholic drink



Fresh homemade soup

with croutons, bread roll and butter

Coarse pate

mixed salad leaves & Cumberland sauce

Rosemary & garlic crusted brie wedges

Mixed leaves & redcurrant sauce

Smoked Haddock & spring onion fish cake

With a sweet chilli sauce



Hand carved British prime sirloin roast beef

with Yorkshire pudding

Roasted breast of chicken

In a white wine & tarragon sauce

Butchers Best Sausages or Quorn Sausages (v) and mash

Rich onion gravy

Caramelised red onion & goats cheese filo tart

All served with a selection of vegetables and potatoes





Cream profiteroles with a chocolate sauce
Lemon cheesecake
Morello Cherry Flan
Fresh fruit salad
Double chocolate tart
all served with fresh cream

Please choose 1 items from each section



Optional extra

Cheese & biscuits
served on one large platter per table with celery and grapes

£4.95pp



Our ingredients are always of the best quality and where possible sourced locally

Evening Buffet Menu

Buffet Menu One

Selection of assorted sandwiches

Red thai chicken skewers
Sesame & lime dipping sauce

Indian savouries (v)
Pakora, onion bhaji, samosa & aloo tikki

Mini Yorkshire pudding selection
Beef & horseradish, chicken & redcurrant

Falafel (v)
Yoghurt & mint dip

Vegetable crudities and dips (v)

Homemade creamy coleslaw (v)

Mixed leaf salad

Mini Chocolate muffins

Mini assorted fruit tartlets

***Included in package for daytime guests
£11.95 per person for additional evening guests***

Buffet Menu Two

Selection of assorted sandwiches & Wraps

Red thai chicken skewers
Sesame & lime dipping sauce

Indian savouries (v)
Pakora, onion bhaji, samosa & aloo tikki

Mini Yorkshire pudding selection
Beef & horseradish, chicken & redcurrant

Sliced Meat Platter
Bread and butter

Cheese Platter
Selection of savoury biscuits

Falafel (v)
Yoghurt & mint dip

Vegetable crudities and dips (v)

Homemade creamy coleslaw (v)

Mixed leaf salad

Mini Chocolate muffins
Mini assorted fruit tartlets

***Why not upgrade your buffet?
£4.00 per person or £15.95 for evening guests***

Your Civil Ceremony

£300

Theatre style seating for up to 150 guests

Chair covers with organza sash

Colour coordinated feature lighting

Softly draped backdrop

Private room for pre wedding interview

All of the rooms at Kettering Conference Centre are licensed for civil marriage ceremonies, so any sized ceremony can be accommodated. For most weddings our Portland Room works well in conjunction with the Lakeside suite. The Portland holds up to 150 people for the ceremony.

Please remember that for civil ceremonies the bridal party is responsible for booking the registrar and all legal requirements.

Wedding Terms & Conditions

Provisional Bookings

Once a verbal booking has been made the date will be provisionally held for up to 14 days. During this time if another enquiry should be received KCC reserves the right to request an earlier confirmation.

Confirmation of your Booking

To confirm your booking with KCC a non refundable and non transferable deposit of £500 will be required. A copy of our full terms and conditions will also need to be signed and returned. Once these have been received our booking will be formally confirmed.

Payment

The following will apply, unless otherwise agreed.

3 months prior to the event—interim payment £1000
2 weeks prior to the event—full payment is required.

The booking is automatically cancelled if full payment is not received by KCC 2 weeks prior to the booking.

We regret that payments, including deposits are non refundable and non transferable.

Cancellation

In the event of cancellation by the customer the following charges would apply.

6-3 months notice: 50% of estimated booking value
Less than 3 months: 100% of estimated booking value

Minimum Numbers

The following minimum numbers apply

Lakeside suite 65 guests
Fairisle 150 guests

If your final numbers should fall below the above minimum numbers a room hire charge may apply.

Public Liability

Any entertainment booked must have Public Liability Insurance to comply with KCC Health and Safety requirements. A copy will need to be provided 14 days prior to arrival.

Prices

All prices shown are inclusive of VAT, but may be subject to change of rate and any other relevant taxes/levies at the current prevailing rate in force on the date of the event.

All prices are correct at time of going to print however these are subject to change.

Force Majeure

KCC do not accept liability or pay compensation for any loss, damage or expense where the event/function or prompt performance of our obligations is prevented or affected by reasons of force majeure. Force Majeure means any event which KCC or the supplier of the service could not, even with all due care, foresee or avoid such as war or threat of war, riots, civil strife, terrorist activity, industrial action, natural or nuclear disaster, fire, adverse weather conditions, closure of airports or ports, Technical problems with transport, governmental action and all other similar events.

Food & Drink

You, or any member of your party, must not bring food or drink onto KCC premises without our prior agreement. In exceptional circumstances and by prior written agreement, we will charge corkage or equivalent charges for all drink or food brought in and consumed.

Behaviour on our Premises

You must make sure that you, members of your party and anyone visiting you at KCC behave in such a way that they do not cause a nuisance or unreasonable disruption to KCC, its members or employees, or to any other visitor to KCC. You may be liable for any costs relating to failure to obey the venue regulations.

General

For civil ceremonies the bridal party are responsible for the booking of the registrar and all legal requirements.

There is a possibility that other events will be taking place within KCC at the same time as your function.

Any items left after the event must be collected with 24 hours and are not the responsibility of KCC.

KCC reserves the right to alter any menu if supplier or quality issues should arise.

A minimum of 75% of your total number of guests attending your reception should be catered for at your evening buffet.

Animals and Pets

Only guide dogs for the blind and hearing dogs for the Deaf, are allowed on the KCC premises.

I, the undersigned, herewith accept the above terms and conditions. I understand that KCC reserves the right in exceptional circumstances to cancel, move or postpone bookings.

Name of Bride/Groom:

Signed by Bride/Groom :

Today's Date:

Date of wedding reception:

Please sign the above and return to KCC with a deposit of £500 to secure your booking.



Come and see us...

You are welcome to come and see us at anytime, however if you can make an appointment first then we can make sure that one of our wedding coordinators is here to meet you and that the rooms are available for you to view.

We have a friendly team who will be happy to show you around and talk through your wedding day.

Please call us for an appointment on 01536 414 414.



 **Kettering**
Conference Centre

Kettering Conference Centre, Thurston Drive, Kettering, Northants NN15 6PB
Telephone: 01536 414 414 email: sales@ketteringconference.co.uk www.ketteringconference.co.uk