

## ***Your Wedding Reception at Killashee House Hotel in The Thomson Suite***

*Choosing a venue for your wedding is one of the most important decisions that you will make. What we offer at Killashee House Hotel is a tranquil setting for your wedding with luxurious facilities and beautiful woodlands and gardens. Our team of competent managers are at hand to tend to your every need and to ensure that your special day will live long in your memory.*

*At Killashee we have a choice of two stunning venues for your wedding. The 'Original House' is the perfect option for an intimate wedding reception. The 'House Package' offers the 'Original House' with its own entrance, reception room, banqueting hall, private garden and 12 traditional suites. The maximum number that can be catered for in the 'Original House' is 80 guests. We have a number of suitable rooms for civil ceremonies and blessings.*

*Alternatively our magnificent 'Thomson Suite' is in the main area of the hotel and can cater for weddings from 100 guests upwards. This room has beautiful high ceilings & exquisite chandeliers, setting the scene for a stunning wedding banquet.*

### ***The Thomson Suite 'Wedding Package' offers you the following with our compliments:***

- *Red carpet welcome*
- *Champagne on arrival for the Bride & Groom*
- *Tea & Coffee your Guests on arrival*
- *Fresh flower arrangements coordinated by our in house floral designer*
- *Complimentary stay in the exquisite Bridal Suite with Champagne breakfast for the Bride & Groom*
- *Two Complimentary suites for the night of the Wedding for parents of the Bridal party*
- *Complimentary tasting of the proposed wedding menu for the Bride & Groom*
- *Candles on your tables*
- *Elegant ivory chair covers*
- *Personalised menu covers*
- *Selection of Silver Cake stands*
- *Exclusive use of the Fountain Gardens for photographs*
- *Dedicated team that are highly trained to tend to your every need*
- *Built-in amplification system for speeches*
- *Tranquil setting amidst acres of woodlands and Fountain gardens*
- *Ample car parking*
- *Discounted accommodation rates for wedding guests*
- *Discounted membership to Killashee Country Club*
- *Discounted rates at the Villa Spa*

## **SUGGESTED MENUS 2011/2012**

### **1<sup>st</sup> Course - APPETISERS**

*Traditional Oak Smoked Salmon, Red Onion, Lemon, Capers with Chive Crème Fraîche  
& Homemade Brown Soda Bread*

**€10.95**

*Hors d'Oeuvres Platter consisting of Smoked Salmon Rosette, Cantaloupe Melon, Parma Ham,  
King Prawns, Asparagus Tips, Crispy Salad Leaves with Balsamic Dressing*

**€12.95**

*Salad of Smoked Duck Breast served with a Chicory & Orange Salad,  
Balsamic Glaze & Sukura Leaves*

**€11.85**

*Terrine of Chicken with Roasted Red Peppers  
Wrapped in Streaky Bacon, Served with Mixed Leaves & Fruit Chutney*

**€11.95**

*Goats Cheese & Red Onion Marmalade Tart  
with Mixed Leaves and Balsamic Reduction*

**€10.95**

*Rosette of Galia Melon with Seasonal Fruits & Mango Sorbet*

**€9.95**

*Hot Baked Parcel of Chicken, Mushroom, Emmental Cheese &  
Mustard Seed Dressing*

**€10.95**

*Chicken Caesar Salad with Parmesan Shavings, Focaccia Croutons*

**€11.35**

*Roulade of Fresh Atlantic Salmon Studded with Prawns & Tangy Lime Dressing*

**€12.45**

*Tiger Prawn Cocktail served with Mango & Coriander Salsa with Classic Marie Rose Dressing*

**€11.30**

**2<sup>nd</sup> Course SOUP/SORBET**

*Cream of Potato & Leek Soup with Spring Onion*

*Cream of Sweet Potato Soup with Smoked Bacon*

*Cream of Carrot & Coriander Soup*

*Cream of Roasted Parsnip & Rosemary Soup*

*Mediterranean Vegetable Soup, Basil Oil*

*Traditional Cream of Vegetable Soup with Fresh Herbs*

*Cream of Mushroom Soup, Truffle Oil*

*Roast Red Pepper & Tomato Soup*

*Passion Fruit & Campari Sorbet*

*Mango & Papaya Sorbet*

*Champagne & Strawberry Sorbet*

**All €4.95**

### **3<sup>rd</sup> Course - MAIN COURSE**

*Slow Roasted Prime Irish Beef Fillet Medallions with Scallion Mash,  
Roasted Shallot & Rich Red Wine Sauce*  
**€39.00**

*Individual Beef Fillet Steak, Horseradish Mash, Grilled Portobello Mushroom & Pepper Sauce*  
**€42.00**

*Roast Rack of Lamb, Herb Crust, Fine Ratatouille & Rosemary Jus*  
**€39.00**

*Breast of Farmhouse Chicken with Sundried Tomato Mash, Red Onion Marmalade, Mushroom Cream*  
**€31.90**

*Roast Prime Irish Sirloin of Beef with Yorkshire Pudding & Port Jus*  
**€35.00**

*Seared Fillets of Sea Bass, Pea Puree, Mussel Cream*  
**€35.00**

*Baked Fillet of Salmon, Red Pepper Mash, Cauliflower Puree & Sauce Vierge*  
**€34.00**

*Baked Fillet of Monkfish with Buttered Asparagus & Chive Cream Sauce*  
**€36.00**

***All Main Courses are inclusive of Fresh Vegetables & Potatoes***

### **VEGETARIAN OPTIONS**

*Brie Pithivier with Provençale Vegetables & Pesto Cream*

*Ricotta & Spinach Cannelloni, Fresh Tomato Sauce & Parmesan Shavings*

*Wild Mushroom & Asparagus Risotto with Grated Parmesan*

*Stir-fry of Asian Vegetables with Fine Egg Noodles*

*Individual Vegetable Strudel in Filo pastry & Red Pepper Dressing  
Served with Minted Cous Cous*

## **4<sup>th</sup> Course - DESSERTS**

*Apple & Berry Crumble, Crème Anglaise, Vanilla Ice Cream*  
**€7.95**

*Mille Feuille of Strawberries & Champagne Cream, Raspberry Sorbet*  
**€7.95**

*Assiette of Miniature Dessert*  
**€7.95**

*Marbled Chocolate Terrine, Fresh Fruit Sorbet, Raspberry Sauce*  
**€7.95**

*Mint & Chocolate Chip Parfait with Chocolate Glaze*  
**€7.95**

*Pear & Almond Tart with Butterscotch Sauce*  
**€7.95**

*Coconut & White Chocolate Charlotte, Mango Sorbet*  
**€7.95**

## **5<sup>th</sup> Course – TEA & COFFEE**

*Tea & Coffee*    **€2.00 per person**

*Tea & Coffee with Petit Fours*    **€4.00 per person**

*\*Please note there is a minimum 5 course menu required.*

*\*The prices are based on one choice per course and are inclusive of V.A.T.*

*\*If a choice is required in any course a **€5.00** supplement must be added onto the more expensive of the two options required.*

*\* Childrens Menus are available starting from €16.50 for a 3 course menu or half of the adult 5 course menu at half of the adult menu price*

## **Drinks Reception Food & Nibbles**

*Selection of Canapés Served in Savoury Mini Tartlets* €7.95 per portion  
*Smoked Chicken & Basil Mayonnaise, Goats Cheese & Red Onion Marmalade, Duck Liver Pate & Fruit Chutney, Smoked Salmon with Cucumber and Crème Fraîche, Tiger Prawn in Marie Rose Sauce,*

*Selection of Finger Sandwiches:* €4.50 per portion

*Strawberries dipped in chocolate* Seasonal - Price on Request

## **Evening Reception Food**

*Selection of Sandwiches, Cocktail Sausages, Tea or Coffee @ €7.95 per portion*

*Selection of Sandwiches, Chicken Goujons, Cocktail Sausages, Tea or Coffee @ €9.00 per portion*

*Extensive Finger Buffet including Mini Vegetable Spring Rolls, BBQ Chicken Drumsticks, Mini Sausage Rolls & Cocktail Sausages, Selection of Finger Sandwiches, Tea or Coffee @ €12.95 per portion*

## **Drinks Reception for Your Wedding**

### **Killashee Cocktail Selection**

*Killashee East Coast Cooler*

*Killashee Summer Punch*

*Mulled Wine*

### **Sparkling Wine**

*Masottina Prosecco Frizzante Sparkling Wine* €6.00 per glass

*Roger Goulart, Cava Sparkling Brut Rosé* €7.50 per glass

*Kir Royal (with Prosecco)* €8.00 per glass

*Kir (White Wine & Cassis)* €6.00 per glass

*Dressed Pimms* €6.50 per glass

*Warm Apple Cider* €5.95 per glass

### **Cocktails**

*Cosmopolitans* €7.50 per glass

*(Created using Vodka, Cointreau, a dash of Cranberry Juice & a squeeze of Fresh Lime)*

*Mojitos* €7.50 per glass

*(Created by muddling Fresh Mint, Lime Wedges & Brown Sugar shaken together with Rum & topped with Chilled Soda Water)*

*Lemon Drop Martinis* €7.50 per glass

*(Created by shaking Chilled Vodka with a sight dash of Cointreau & Freshly Squeezed Lemon Juice)*

## ***Thomson Suite ‘Prestige’ Package***

- *Complimentary ‘Killasbee Cocktail’ for all guests on arrival*
- *5% discount from chosen Dinner Menu*
- *Complimentary Sparkling Wine for the Toast*
- *30 portions of sandwiches, cocktail sausages, tea & coffee for the evening reception*
- *Special Accommodation Rate of €150.00 Bed & Breakfast for two guests sharing a Deluxe Double Room*

***All this plus the wonderful ‘Thomson Suite Wedding Package’***

***The Thomson Suite “Prestige” package is offered on  
Sunday to Thursday  
April, May, June, July, August, September & October***

***The Thomson Suite “Prestige” package is offered Daily –  
November, \*December, January, February & March***

*\* (Excludes dates between Christmas and New Year)*

*(Please note that the elements included in the package are non-transferable)*

# Terms and Conditions of Bookings for the Thomson Suite At Killashee Function room Hotel

## 1. Definitions

- 1.1. "The hotel" means Craigfort Taverns Limited trading as Killashee House Hotel and Villa Spa.
- 1.2. "The customer" means the person or persons in whose name(s) the booking is being made and in the case of a wedding event shall mean the bride and groom. The customer is responsible for payment of all sums due to the hotel pursuant to these terms and conditions.
- 1.3. "The function room" means the function room comprising part of the property of Killashee House Hotel and Villa Spa and known as the Thomson Suite.
- 1.4. "The minimum number" means the minimum number of persons attending the event which shall be 120 if the event takes place on a Friday or Saturday. The minimum number Sunday to Thursday is 100 guests.

## 2. Bookings

### 2.1. Provisional booking.

- 2.1.1. A customer may obtain a provisional booking of the function room which secures the function room for the date booked and guarantees that it will not be sold or allocated to any other person for a period of 14 days from the date of the booking.
- 2.1.2. A provisional booking may be made by the customer by informing the hotel of the date on which the event is to take place and requesting the hotel to make the function room available for the event on the date specified.
- 2.1.3. On receipt of a request for a provisional booking, the hotel having checked that the function room is available on the date specified, will confirm the provisional booking by letter or email to the customer. The receipt of this confirmation by the customer is the only evidence that will be accepted by the hotel as confirmation that a provisional booking has been made.
- 2.1.4. A provisional booking is valid only for 14 days from the date of confirmation and if not substituted by a Confirmed Booking within that period it will lapse in which case the function room may be sold or released to another customer at the discretion of the hotel.

### 2.2. Confirmed booking.

- 2.2.1. A customer, having obtained a provisional booking, may obtain a confirmed booking of the function room on payment to the hotel of a sum of €2,000 (the "Deposit") which deposit will be acknowledged by the issue of a receipt by the hotel together with a signed copy of the terms and conditions.
- 2.2.2. A confirmed booking guarantees to the customer that the function room will not be sold to any other customer or allocated for any other use by the hotel and that the customer has reserved the use of the function room for the dates specified in the confirmation.
- 2.2.3. A customer may re-schedule the event to an alternative date at any time within 3 months on the date of the confirmation provided that the function room has not been allocated to another person and is otherwise available for use on the alternative date.
- 2.2.4. A deposit paid in respect of a confirmed booking is strictly non-refundable and in the event of cancellation of the event for any reason the hotel reserves the right to retain the Deposit.
- 2.2.5. The payment of a Deposit indicates an acceptance by the customer of these terms and conditions.
- 2.2.6. These terms and conditions may only be amended by the mutual agreement of the customer and the hotel in writing.

### **3. The Costing**

- 3.1. The costing describes the package details of the event including the menus, numbers attending, and special requirements and provides an indicative estimate of the cost of the event.
- 3.2. The package details may be amended by the customer subject to these terms and conditions.
- 3.3. The final choice of menu must be notified to the hotel not less than 3 weeks in advance of the date of the event and failure on the part of the customer to do so may result in the hotel being unable to provide the required menu at the event.
- 3.4. The final number attending the event must be confirmed to the hotel by the customer not less than 48 hours prior to the date of event.
- 3.5. The final cost will be based on the agreed details and the final number as advised by the customer unless the actual number is greater than the final number in which case the charge will be based on the actual number attending. In the event that the final number is less than the minimum number as specified in Clause the cost will be based on the minimum number.

### **4. General**

- 4.1. The hotel reserves the right to take bookings and cater for other events including weddings in other locations within the hotel on the same date and at the same time as the customer's event.
- 4.2. The customer is guaranteed exclusive use of the function room on the date confirmed.
- 4.3. With the exception of wedding cakes no food or beverage whatsoever may be brought into the hotel by the customer or any person attending the event for consumption on the hotel premises.
- 4.4. Corkage is not permitted by the hotel in any circumstances.
- 4.5. By arrangement with the hotel the customer may attend the hotel for the purpose of sampling of a proposed menu in advance of the event. The dates, time and the numbers attending and assigned for the sampling of menus is at the sole discretion of the hotel.
- 4.6. These terms and conditions must be signed by the customer as evidence of receipt by the customer and if signed by any person other than the customer will render the contract null and void.
- 4.7. The hotel takes no responsibility for any property left in the hotel by the customer or other persons attending the event and customers should ensure that all belongings, wedding gifts, cards, cake, etc are safely removed.
- 4.8. The hotel is not liable for any loss or damage to property owned by or in the custody of the customer or persons attending the event. The hotel recommends that the customer consider arranging insurance cover in respect of any potential loss or damage.
- 4.9. It is strict Policy of Killashee House Hotel that all children must be supervised by an adult at all times during their visit to Killashee House Hotel & Gardens.

### **5. The Event**

- 5.1. The hotel will not be liable for any failure or delay in providing facilities, services, food or beverage as a result of events or matters outside of its control.
- 5.2. Any damage caused to the premises or grounds of the hotel by the customer or any persons attending the event is the responsibility of the customer and the hotel reserves the right to charge the customer for the cost of remedying any damage caused in addition the charge for the event.
- 5.3. Persons attending the event who have reserved bedrooms must check in at reception after 3.00pm on the date of the reservation. An earlier check in may not be possible.
- 5.4. In addition to the function room the customer has the use of the Fountain Garden on the date of the event.

## 6. Accommodation

- 6.1. On receipt of a confirmed booking a maximum of 20 bedrooms will be reserved for the customer or persons attending the event unless the customer indicates that a lesser number of bedrooms are required.
- 6.2. The reserved bedrooms shall include 2 suites which are provided free of charge, 8 deluxe double bedrooms which will be allocated to guests as directed by the customer and 10 deluxe double rooms which will be allocated to guests as directed by the customer or on a first come first served basis.
- 6.3. The hotel gives no guarantee that any additional rooms other than the 20 reserved will be available
- 6.4. Rooms which have not been allocated at least 28 days in advance of the event will be released to other customers automatically.
- 6.5. Any additional rooms required by the customer in addition to the 20 specified must be reserved and paid for in accordance with reservation terms and conditions including the payment of deposits.  
**It is the responsibility of the customer to ensure that any rooms over and above the 20 allocated rooms are reserved by the customer in advance of the event.**

## 7. Prices and Payment Terms

- 7.1. Menu prices quoted in the brochure are in respect of a set menu. An additional charge of €5 per person per course is charged if a choice menu is required.
- 7.2. A menu must consist of a minimum of five courses.
- 7.3. The prices quoted apply to 2010/2011 events only
- 7.4. All prices are in Euro and are inclusive of VAT. Prices may be subject to proportionate increases in respect of rises in food, labour costs, taxes or other unforeseen circumstances.
- 7.5. In addition to the deposit, an amount of 50% of the estimated final cost of the event is payable 6 weeks in advance of the date of the event. Failure to make this payment within the time stipulated is a fundamental breach of the contract and entitles the hotel to cancel the event without refunding the deposit.
- 7.6. The remaining balance of the final cost must be paid by the customer on the day following the event prior to departure from the hotel. Payment of this balance must be made by either, cash, authorised credit card or bank draft. Personal or business cheques may not be used to settle the balance under any circumstances.
- 7.7. For the convenience of customers the hotel will accept payment of the balance by cheque provided that the cheque is delivered to the hotel not less than 10 working days prior to of the date of the event. In no circumstances will a cheque be accepted as payment on departure.
- 7.8. The hotel reserves the right to charge interest on any unpaid balance of the invoice at a rate of 10% per annum.

**8. Cancellations:**

8.1. The hotel reserves the right to cancel an event in any of the following circumstances:

- 8.1.1. If the management of the hotel have any reason to believe that by proceeding with the event, the reputation or good standing of the hotel would be damaged or brought into disrepute and it shall be solely at the discretion of the hotel management to make this decision.
- 8.1.2. The management of the hotel has reasonable cause to believe that the customer will be unable to pay the invoiced cost of the event on the due dates.
- 8.1.3. In the event that the customer or any person attending the event behaves in any way considered to be detrimental, offensive or contrary to normal expected standards of behaviour.
- 8.1.4. In the event of a breach of Clause .
- 8.1.5. In the event of a cancellation by the client within 6 months prior to the date of the event, the hotel reserves the right to charge a cancellation fee of €5,000.00 in addition to the deposit. The hotel may waive or reduce the cancellation fee at its sole discretion depending on the circumstance in each case.

8.2. In no circumstances will the deposit be refunded.

**These terms and conditions are designed to ensure that the customer has a clear understanding of all matters relating to bookings and to avoid ambiguity or uncertainty. The hotel recognises that the customer requires the highest level of service and satisfaction possible and reassurance that the event will be successful. The hotel gives a commitment that it will play its part in ensuring the success of the event and that all those attending will receive the highest level of service and satisfaction possible.**

Date of Event the \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_\_\_\_

**Signed by the Customer**

\_\_\_\_\_  
**Bride**

\_\_\_\_\_  
**Groom**

**Signed on Behalf of the Hotel**

\_\_\_\_\_  
**Wedding Co-ordinator**

