

Thank you for considering Abbeyleix Manor Hotel as a potential venue for your forthcoming Wedding. Abbeyleix Manor Hotel is a family run hotel with many years of experience in looking after their customers at the highest level. We only cater for one Wedding a day ensuring you and your guests have our full attention. We can cater for traditional weddings in the Stone Arch Ballroom for up to 280 guests and for smaller intimate weddings in our Oak Room which can cater for 30 to 60 wedding guests. Abbeyleix Manor Hotel is certified for Civil Ceremony and Civil Partnership.

Our experienced and dedicated wedding planner will be with you every step of the way helping you to organise your perfect day and will be there on the day to ensure every little detail is just right. Our menus are tailored for Weddings at Abbeyleix Manor Hotel and we source many of our ingredients locally offering you the best of traditional cooking with modern flair only using Irish Beef and Lamb.

We would like to take this opportunity to wish you all the best with your wedding plans and we look forward to having the opportunity to show you around our hotel. Please feel free to contact our wedding team at any time to arrange your private viewing of our hotel.

We would be happy to discuss any special or additional requirements you may have; we also have some suggestions listed within our wedding pack for you to choose from.

Should you decide to extend your celebrations to include the night before or after your wedding day we would be happy to discuss in detail and come back to you with a proposal.

Please contact [info@abbeyleixmanorhotel.com](mailto:info@abbeyleixmanorhotel.com) for further details and to arrange a personalised meeting or viewing of our hotel.

With best wishes,  
The management & team  
Abbeyleix Manor Hotel

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## 2022/2023 Abbeyleix Manor Hotel Wedding Pack

### Abbeyleix Manor Hotel

Our family run hotel boasts 43 comfortable en-suite bedrooms. We pride ourselves in meeting our customers' needs and will only cater for one wedding per day. Abbeyleix Manor Hotel is located in the charming heritage town of Abbeyleix, close to many wonderful gardens, for example Heywood Gardens offer you spectacular wedding photography opportunities.

Our skilled and experienced team of chefs will offer you the best of traditional cooking with modern flair.

### Accommodation

A minimum of 15 standard guestrooms along with your bridal suite will be held for you and the wedding party on the night of your wedding (allocation based on a minimum of 100 adult guest attending your wedding banquet). A special discounted Bed and Breakfast rate is given to the Bridal Party. Please do let us know if you wish to reserve more rooms on the night before or after your wedding night as well as any additional rooms you may need on the night of your wedding at the time of confirming your wedding date with us. We will do our best to accommodate your request.

Our bridal suite is a stunning and luxurious suite, creating the ideal retreat for you and your partner following your perfect wedding day.

### Civil Ceremony and Civil Partnership

The Abbeyleix Manor Hotel is licensed by the civil Registrar to perform civil wedding ceremonies. Our wedding ceremony room is located close to the ballroom and offers an intimate setting, catering for up to 140 guests. The cost of the room hire for the ceremony is €200.00. This includes room set up, candles and use of our red carpet.

### Wedding Packages

We offer two main wedding packages here at Abbeyleix Manor Hotel but are always open to new suggestions and requests, please do talk with our wedding team should you wish to tailor make your own wedding package and we will accommodate you where possible.

Off peak packages are available all year round and weekends from November to March, excludes Christmas week from 27<sup>th</sup> December to 3<sup>rd</sup> January.

- Heritage Package from €44.00 peak season per person/€40.00 off peak per person.
- De Vesci Package from €49.00 peak season per person/€46.00 off peak per person.

Packages apply to a minimum of:

- 80 Adults Sunday to Thursday
- 100 Adults Friday
- 100 Adults Saturday

### Corkage

Corkage is at €11 per bottle.



**Heritage Wedding Package 2022 / 2023**  
**€44.00 per person peak season / €40.00 per person off peak season**

Includes:

- Pre-wedding consultations with a member of our experienced wedding team.
- Contract with the hotel of your wedding arrangements.
- Special discounted accommodation rates available for your Bridal party.
- Luxury bridal suite with Jacuzzi bath on your wedding night and full Irish Breakfast the following morning served in the Bistro.
- Complimentary bed & breakfast for bride and groom's parents on the night of your wedding. (max of 2 guest rooms)

Wedding Arrivals Reception

- Arrive in style with a royal red-carpet welcome, in-house floral arrangement and Prosecco for the Bride and Groom.
- Mulled wine, Summer Punch or Prosecco reception (choose one of the three beverage options).
- Welcome tea/coffee served with homemade mini scones and biscuit cake.
- Dedicated reception area for your guests

Wedding Banquet

- Crisp linen napkins, white tablecloths.
- Personalised wedding menu.
- Romantic candlelit table (tea lights) with in-house floral arrangements.
- Use of microphone and projector for your wedding speeches.
- Idyllic background music.
- A member of our management team will be available for your Master of Ceremonies.
- 5 Course Wedding Banquet with set starter, soup course, choice of 2 main courses (supplements may apply), choice of 2 dessert options or The Manor trio dessert plate and Tea/Coffee.
- A glass of house wine to accompany your meal
- Late bar for residents
- Free use of the Candy Cart
- Free use of the Fairy Backdrop
- Uplighters with options of colours available for use.
- Table plan included if required
- Chiavari Chairs included in package
- White Chair covers with Sash available on request (€1.50 supplement per chair)
- Free Meal Tasting for Bride and Groom to be.

Evening Wedding Reception

- Freshly brewed Tea or filtered Coffee, Cocktail Sausages, Spicy Wedges and a selection of dips.



**De Vesci Wedding Package 2022 / 2023**  
**€49.00 per person peak season / €46.00 per person off peak season**

Includes

- Pre-wedding consultations with one of our experienced wedding team.
- Contract with the hotel of your wedding arrangements.
- Special discounted accommodation rates available for your Bridal party.
- Luxury bridal suite with Jacuzzi bath on your wedding night with a complimentary bottle of Prosecco and full Irish Breakfast served the next morning in the Bistro.
- 2 Complimentary bed and breakfast guestrooms.

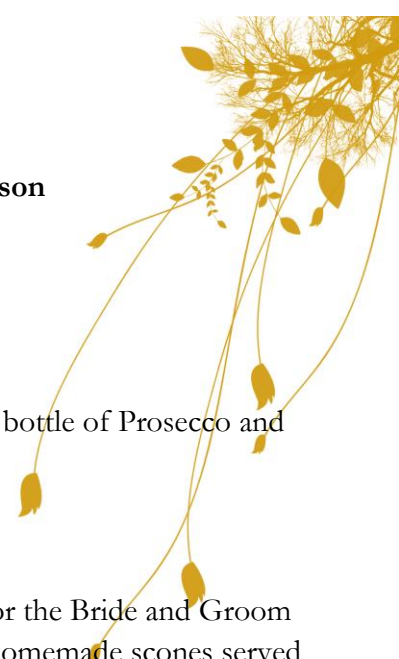
Wedding Arrivals Reception

- Arrive in style with a royal red-carpet welcome, floral arrangement and Prosecco for the Bride and Groom
- Freshly brewed tea and filtered coffee, canapés, homemade biscuit cake and mini homemade scones served with local jam.
- Mulled wine, Summer Punch or a Prosecco reception (choose two options).
- Dedicated reception area for your guests.
- Crisp linen napkins, white tablecloths.
- Wedding cake stand and use of cake knife
- Personalised wedding menu
- Romantic candlelit room (table tea lights) with in-house floral arrangements.
- Use of microphone and projector for your wedding speeches.
- Idyllic background music.
- A member of our management team will be available for your Master of Ceremonies.
- 5 Course candlelit Wedding Banquet with 2 options for Starters, Homemade Soup, 3 options for Main Course (supplements may apply), 2 choice Dessert or the Manor trio dessert plate and Tea/Coffee.
- A glass of house wine to accompany your meal.
- A top up of house wine during your meal.
- Late bar for residents.
- Free use of the Fairy Back Drop.
- Uplighters with options of colours available for use.
- The Manor Candy Cart with sweets
- Table plan included if required
- Chiavari Chairs included in package
- White Chair covers with Sash available on request (€1.50 supplement per chair)

**De Vesci deluxe evening menu option**

Choose 5 options from the below evening menu list

Homemade Chicken Goujons  
Cocktail Sausages  
Selection of Freshly Cut Sandwiches  
Potato Wedges  
Chicken and Mushroom Vol Au Vent  
Tomato and Garlic Bruschetta  
Crispy Vegetable or Duck Spring Rolls  
Served with Tea and Coffee



## Wedding Banquet Menu Options for the Heritage and De Vesci Wedding Packages

### Starter

Warm Marinated Chicken Salad, served on a bed of green Leaves and accompanied with Roasted Tomatoes, Crispy Croutons and Fresh Parmesan Shavings, drizzled with Creamy Dressing

Chicken Liver Pate with locally made G's Gourmet Relish on Crispy Crackers

Chicken and Mushroom Vol au Vent with a Creamy Dressing

Smoked Salmon with Potato Cakes (€3 supplement per person)

Breaded Mushrooms Stuffed with Garlic Butter on a Bed of Rocket with a Blue Cheese Sauce

Free Range Egg Salad with Green Leaves, Red Onion and a Marie Rose Sauce

King Prawns Wrapped in Filo Pastry and Served on a Bed of Rocket, Drizzled in a Sweet Chili Sauce (€3 supplement per person)

### Soup Course

Roasted Vegetable Soup topped with Cream and Crispy Croutons

Cream of Carrot and Coriander Soup

Leek and Potato Soup

### Main Course

Roast Crown of Turkey with Home-baked Ham, served on a bed of Sage and Onion Stuffing and drizzled with Rich Gravy

Roast Striploin of Beef with Yorkshire pudding and Creamed Horseradish, finished with Red Wine Jus (€4 supplement per person)

Butterfly Lemon Chicken with savoury Stuffing, covered in Creamy Smoked Bacon and Mushroom Sauce.

Baked Dorne of Irish Salmon, topped with Paprika served with a Chive and Lemon Sauce.

Roast Leg of Irish Spring Lamb with Rosemary Stuffing, served with a Red Wine Jus (Seasonal) (€4 supplement per person)

Slow Roasted Shoulder of either Lamb or Pork, served on a Vegetable Ratatouille finished with a delicious Rich Jus gravy from the chosen meat.



Oven-baked Loin of Pork Crusted with Mustard and Thyme,  
served with Apple Sauce and finished with Cider Cream.

Poached Filet of Hake, Topped with Zesty Lemon and Herb Crust  
and drizzled with Citrus Dill Sauce.

Oven-baked Sea Bass with Fresh Creamed Spinach and drizzled with a  
light Tomato Sauce. (€2 supplement per person)

### **Vegetarian Options**

Vegetarian Ratatouille on a Bed of Savoury Rice

Bruschetta of Roasted Mediterranean Vegetables with Melted Brie and Tomato Relish.

### **Dessert**

Please feel free to choose any three of the below desserts to be presented as a trio dessert plate. (Desserts will be in smaller size when chosen for a dessert plate) Or simply choose the full-size option below.

Italian Tiramisu

Zesty Lemon Tart

Bailey's Cheesecake

Banoffee Pie

Fresh Meringues with Cream and Summer Berries (seasonal)

Sherry Trifle

Profiteroles with Chocolate Sauce

Warm Chocolate Fudge Cake

Warm Apple Pie with Custard

Traditional Bread and Butter Pudding

#### **Please note:**

Supplements apply for additional choices on the above menu.

Price is based on a minimum of 100 adult guests.

Prices are inclusive of VAT and apply for 2022 / 2023 only.

Prices are based on terms and conditions and subject to availability at time of booking.

Beef or Lamb will be cooked medium to well for all guests unless requested otherwise in advance of the wedding day.

Children's menus are available upon request.

Please note we can cater for smaller weddings in our restaurant. T&C apply.



## Tailor make your Wedding at Abbeyleix Manor Hotel

We have a selection of various options or additions to your wedding package listed below. Please do not hesitate to ask about other options you may have in mind, we would be happy to discuss and cost accordingly.

- \* Welcome Reception of Prosecco/Summer Punch/Mulled wine €4.50 per person
- \* Welcome Reception of Prosecco/Summer Punch/Mulled wine and Canapés for your guests upon arrival €6.00 per person
- \* Fresh Strawberries dipped in chocolate served on a mirrored platter to delight your guests upon arrival €2.00 per person
- \* Homemade Mini Scones with local jam €2.00 per person
- \* Freshly hand-made canapés and a selection of sandwiches for your guests upon arrival €4.50 per person
- \* Deluxe Evening Buffet offering you a selection of Sandwiches, Spring Rolls, Cocktail Sausages, Potato Wedges, Chicken Goujons, Smoked Salmon on Brown Bread served with tea/coffee €12.00 per person
- \* Bacon Baps for Evening Reception €4 per person
- \* Top up of house wine during meal €4.50 per person
- \* Fairy Light Back Drop for stage €200
- \* Manor Candy Cart filled with sweets for the wedding party €250
- \* Arch way for Civil Ceremony €100
- \* Live music upon arrival €220 subject to availability (classical singer or Instrumental Music)
- \*Tayto Cart €200



## Booking Terms and Conditions

- Provisional bookings can be held for up to 14 days, at which time it is at the hotel's discretion to release the date.
- A minimum deposit of €500 is required to secure all bookings along with a signed wedding contract issued by The Abbeyleix Manor Hotel. Please note all deposits are strictly non-refundable.
- All remaining balances must be settled with hotel reception team before departing the morning after your Wedding Day/Reception. For each 24-hour delay there after there will charge a 5% additional charge.
- Payment can be accepted in the following formats only:
  - Bankers Draft
  - Cash
  - Credit Card

**\*\* Please note: Personal cheques can only be accepted 10 working days in advance of the wedding date – personal cheques will not be accepted as payment on departure.**

- Should you be forced to postpone your wedding, deposits can be transferred to a new date booked within six months of the original date.
- The hotel reserves the right to cancel an event in the following cases;
  - The hotel believes the booking might prejudice the reputation of the hotel.
  - Evidence is received by the hotel that clients are financially unable to meet the cost of the function.
  - Should guest attending the event, behave in any way considered to be detrimental, offensive or contrary to normal expected standards of behaviour.
  - The booking is made under false pretences, namely by a third party.
- All prices are in Euro and are inclusive of vat. Prices may be subject to proportionate increases according to rises in food & labour costs, taxes, vat or unforeseen circumstances.
- Any damage caused to the premises, fixtures, fittings, wall, floor, carpets, allocated bedrooms or grounds of the hotel by the bridal party or their guest(s) will be billed to the main wedding account.
- Menus must be finalised 6 weeks prior to the wedding date.
- Final numbers along with your table plan must be submitted to the hotel 7 working days prior to your wedding date. This will be deemed as the minimum numbers for the day and charged for accordingly. Any increase in numbers will be charged accordingly.
- Wedding receptions taking place in the Stone Arch Ballroom are based on a minimum of 100 adult guests dining on a Friday or Saturday, this will be the minimum numbers charged for.
- The Stone Arch ballroom can accommodate a maximum of 280 wedding guests.
- The hotel reserves the right to play host to more than one event on any day. However, we will only hold one wedding per day.
- Accommodation check-in time is after 3.00pm on the day of arrival and check out is at 12 noon the following day.
- The hotel does not take responsibility for gifts, cards, cake etc left in the hotel. Please ensure you collect all your belongings before leaving the hotel.
- The hotel is not liable for any loss or damage to property owned by or in the custody of the client or its guests.
- Fire exits must be kept free at all times.
- All entertainment must provide their own equipment and accept full responsibility for same, please inform the hotel of full details of the entertainment booked in advance of your wedding date.
- No exceptional noise from the party will be entertained and Abbeyleix Manor Hotel reserves the right to cease all celebrations in the event that other patrons are being adversely affected.
- Music must end at 2:00am and the room must be vacated by 2:30am.



- No beverages/food of any kind will be permitted to be brought into the hotel by the patron or any patrons, guests or invitees from outside without the explicit permission of the Hotel in writing. (This excludes the Wedding Cake).
- Confetti Cleaning Charge of €200.
- Corkage is allowed at a cost of €11 per bottle of Wine and €14 per bottle of Champagne/Prosecco.
- Residents can only avail of residents' bar till 3:00am with service at the Night Porter's discretion.
- At the time of booking, a maximum allocation of 15 rooms are held for the Wedding Party. The Bridal Suite will be held for the Bride & Groom and the rest of the rooms are held for guests of the wedding to name as they contact the hotel directly. Please inform the hotel if you wish to provide names for the rooms yourself. The hotel gives no guarantee that any additional rooms other than these 15 rooms will be available and it is the Bride & Grooms responsibility to book these rooms.
- Any rooms that are not named within 3 weeks will automatically be released prior to the wedding date.
- Any rooms which have been chosen to be held past this date and remain unsold will be charged to the Bride and Grooms account.
- Please sign here as confirmation of your booking & to state that you understand & are willing to abide by all of the terms & conditions listed above.

### Cancellation

- Cancellation of confirmed bookings must be made in writing. Cancellation fees are calculated on the pro forma value of the booking as follows:
  - Cancellations received within 36-20 weeks of the wedding date – 25% of services booked
  - Cancellations received within 21-19 weeks of the wedding date – 50% of services booked
  - Cancellations received within 18-4 weeks of the wedding date – 75% of services booked
  - Cancellations received within 3 weeks of the wedding date – 100% of services booked

**\* The hotel will not be liable for any failure or delay to provide facilities, services, food or beverages as a result of events or matters outside its control.**

Bride's Name: \_\_\_\_\_ Bride's Signature: \_\_\_\_\_

Groom's Name: \_\_\_\_\_ Groom's Signature: \_\_\_\_\_

Date of your Wedding Reception: \_\_\_\_\_

Please note that only the signature of the Bride or Groom will be accepted. The signature of a 3<sup>rd</sup> party will not suffice and will result in the immediate termination of this contract.