



Congratulations!

May we take this opportunity to congratulate you on your forthcoming Wedding and extend our very best wishes for the future.

We at the Swindon Marriott would like to offer our expert guidance to assist in organising your Wedding Reception and make your special day a truly memorable occasion.

To help in the planning of your special day we have compiled packages offering a selection of Wedding Breakfast menus and Evening buffet menus for your consideration.

We realise however, that your Wedding Day has to be as you would wish and we will be delighted to discuss any specific requirements that you may have.

In choosing the Swindon Marriott for your Wedding Reception you will be assured of the finest service and facilities available, and our experienced team of Banqueting Personnel will endeavour to meet your every individual requests.



Civil Ceremonies at the Swindon Marriott Hotel

In 1999 Swindon Borough Council granted approval to the Swindon Marriott Hotel as a Venue for the Solemnization of Marriages

Approval has been granted for the following rooms:

*Cherhill & Pewsey Suites – Maximum capacity of 50
Bratton & Westbury Suites – Maximum capacity of 80
Uffington Suite – Maximum capacity of 190*

The charges for the room in addition to the Registrar's fees are:

*Cherhill & Pewsey Suites at £290.00
Bratton & Westbury Suites at £345.00
Uffington Suite at £550.00*

This rate is inclusive of a Flower Arrangement for the Registration Table and an Interview Room prior to the Ceremony.

With effect from 3rd June 1999 the Registrar responsible for Ceremonies at the Swindon Marriott Hotel is:

*Superintendent Registrar
Registrar Office
Aspen House
Temple Street
Swindon
Wiltshire
SN1 1SQ*

Telephone Number: 01793 521734



The Swindon Marriott Hotel Wedding Package Includes

A Long & Low Top Table Flower Arrangement

A filled arrangement to compliment the top table, in your chosen colours

Top Table dressed with Crystal & Silverware

Red Carpet Reception

A walk down the Red Carpet with a Glass of Champagne to welcome in the newly weds

Table Plan, Place Cards & Menus

The above can be supplied in either Gold or Silver

Top Table White Chair Covers

A Supplement will be charged for additional Chair Covers

Complimentary Suite for the Bride & Groom

A Complimentary Stay for the Bride & Groom on the Night of the Wedding

Two Complimentary Standard rooms for both sets of parents

A complimentary stay for the parents of the Bride & Groom for the night of the wedding

Silver Cake Stand & Knife, Round or Square 13" stand with use of the Knife for your day

White Table Linen

Room Hire with compliments of the Swindon Marriott Hotel

Toastmaster

The Conference & Banqueting Manager will be here throughout the day to toast the Bride & Groom

A Perfect end to the day with preferential rates available to your guests

Dedicated Wedding Planner to look after all arrangements to help make your day special

A Complimentary tasting of your chosen Wedding Breakfast Menu

Complimentary Anniversary Dinner for 2 on your first anniversary

Gift for the Bride & Groom

*We offer the following Wedding package based on a minimum of 70 Adults attending your Wedding Breakfast in the Uffington Suite.
Our prices include VAT at the current rate*



Gold Package

Starters

Marinated Mozzarella and Tomato Salad

Baby mixed greens Balsamic dressing

Chicken Liver pate

Caramelised onion chutney, toasted ciabatta

Cream of Leek and Potato Soup

Herb Crouton

Rillette of Salmon

Pickled Cucumber, Crème Fraiche

Main Courses

Baked Breast of Chicken Wrapped in Smoked Bacon

Ragout of mushroom and Pearl Onion , Thyme Sauce & roast potatoes

French Trimmed Pork Cutlet

Cider Sauce, wholegrain mustard mash & seasonal vegetables

Baked Fillet of Salmon

Chive cream sauce, seasonal vegetables and new potatoes

Roast Leg of Lamb

Gravy, roasted root vegetables & roast potatoes

Desserts

Duo of chocolate teardrop

Raspberry coulis

Sable of fresh cream and strawberries

Profiteroles

Filled with cream, warm chocolate sauce

Glazed Lemon Tart

Red berry compote

Coffee & Mints

Please choose 1 dish per course and a vegetarian option below if required, a confirmation of the number of vegetarian meals will be required 4 weeks prior to your wedding

Indulge your chosen menu by adding a Sorbet course @ £3.00 per person

Lemon & Vodka

Champagne

Mango with a hint of Lime



Platinum Package

Starters

Parma Ham & Melon

Fresh Fig

Ham Hock and Leek Terrine

Red onion marmalade Baby mixed greens

Scottish Smoked Salmon

Potato and Chive Salad Lemon & Dill dressing

Cream of Wild Mushroom Soup

Truffle essence

Main Course

Roast Sirloin of Beef

Herb roast potato , Peppercorn sauce, seasonal vegetables

Roast Rump of Lamb with Tapenade Crust

Cafe au Lait Sauce, Mash Potato, seasonal vegetables

Pan Fried Filet of Sea Bass

Crushed new potatoes and Chorizo, seasonal vegetables & Sauce Vierge

Supreme & Duck

Fondant potatoes, baby vegetables, Crème de cassis Jus

Desserts

Crème Brûlée

Ginger biscuit

Assiette of Mini Dessert's

Chocolate torte , Lemon cheesecake , Raspberry mousse

Classic Italian Tiramisu

A Selection of English & Continental Cheeseboard

Grapes, celery, pear chutney & biscuits

Coffee & Mints

Please choose 1 dish per course and a vegetarian option below, a confirmation of the number of vegetarian meals will be required 5 weeks prior to your wedding

Indulge your chosen menu by adding a Sorbet course @ £3.00 per person

Lemon & Vodka

Champagne

Mango with a hint of Lime



Vegetarian Menu Options

Please choose one option.

Pear & Gorgonzola tart, pesto cream sauce

Penne pasta, tomato & basil sauce, mushrooms & shaved parmesan

Mediterranean vegetable cheese Wellington

Wild mushroom & asparagus risotto

Children's Menu

Starters

Duo of sliced melon

Heinz tomato soup

Breaded fish goujons with salad and tatar sauce

Vegetable sticks with dipping mayonnaise

Main Course

Chicken nuggets with peas and chips

Breast of chicken peas and chips

Sausage with mashed potato, gravy

Pizza slices with mix green salad

Junior beef burger with cheese & bacon

Desserts

Jelly & ice cream

Banana Split

Chocolate muffin & ice cream

Bowl of ice cream

Choose ONE dish for all children

All Children & Young Diners menu will include an unlimited amount of Pepsi Cola, Lemonade, Squash, Milk or Fruit Juice during the Wedding Breakfast & an Arrival drink



Drinks Packages

Silver

Arrival Drinks

*Montepulciano March
La Campagne Sauvignon Blanc
Orange Juice*

Wedding Breakfast

*2 Glasses of Wine Per Person
Montepulciano March
La Campagne Sauvignon Blanc*

Toasts

Pigalle Brut Sparkling Wine

Gold

Arrival Drinks

*Bucks Fizz
Orange Juice
Pigalle Brut Sparkling Wine*

Wedding Breakfast

*2 Glasses of Wine Per Person
La Campagne Merlot
La Campagne Sauvignon
Blanc*

Toasts

Piper Heidsieck

Platinum

Arrival Drinks

*Pimms
Kir Royal
Apple Fizz*

Wedding Breakfast

*2 Glasses of Wine Per person
Rosemount Shiraz Cabernet
Rosemount Semillon
Chardonnay*

Toasts

Moet et Chandon

A Selection of Soft drinks will be made available for your guests that are driving

*Our prices are subject to alteration by government tax charges
All wines and Champagnes are dispensed in 125ml glasses*

Whilst every effort is made to ensure the continuity of supplier & vintages, should stocks of a particular wine be exhausted, a comparable wine will be offered.



Additional Extras:

For additional costs the following can be ordered in for your special day:

A pre-order will be required for the items listed below at your earliest convenience, and are subject to availability.

Coloured Slips from £2.50 per table

Coloured Napkins from £2.00 per napkin

Velcro Bows from £6.50 per bow

Fruit Platter per table £23.00.

Cheese Platter per table £26.50

Chair back covers @ £3.50 per chair



CANAPÉ SELECTION

Cold Canapés

*Mini Prawn Cocktail cups
Cucumber Bites with Tuna Mousse
Smoked Salmon & Cream Cheese
Sun dried Tomato & Cream Cheese Crostini (V)
Goats Cheese & Spinach lollipop V*

Hot Canapés

*Mini Thai Fish Cakes with a sweet Chilli dipping sauce
Tempura King Prawn
Chicken Satay with Peanut dipping sauce
Mini Wild Mushroom Vol-au-vents V
Chicken Tikka with mini Poppadom
Mini Goats Cheese & Red Onion Marmalade Tart (V)
Mini Spring Rolls (V)*

Sweet Canapés

*Tiny Cream Tea Scones
Mini Chocolate Brownies
Fruit Kebabs*

*Please choose 4 items from the above menu @ £6.50 per person
Please choose 5 items from the above menu @ £7.50 per person
Please choose 6 items from the above menu @ £8.50 per person*



Evening Finger Buffet Menu

Create your own Finger Buffet by selecting a minimum of 6 items –

Minimum numbers of 120 will be charged for the evening function.

£5.00 per item per person

Smoked Salmon & crème fraiche baguette
Pastrami on crostini & tomato chutney
Baked new potatoes
Cajun spice chicken
Melon & Parma ham
Calamari with garlic mayonnaise
Yorkshire pudding filled with roasted beef

£4.50 per item per person

BBQ chicken drumstick
Lamb cutlet with mint sauce
Vegetable tempura with dips (V)
Seafood platter
Cured meat platter
Selection of cold meat platter
Smoked chicken platter
Assorted sandwiches with chef's choice fillings
Wings of fire
Minted lamb kebab in mini pitta bread
Mexican quesadilla
Southern fried potato wedges (V)

£3.00 per item per person

Tomato & basil quiche (V)
Mini spring rolls with dippings (V)
Ham & cheese pizza
Indian onion bhajis with mango chutney

£2.50 per item per person

Crudities, corn chips & guacamole (V)
Vegetable samosas (V)
Garlic bread topped with cheese (V)
Cocktail sausages
Sausage rolls

£4.50 per item per person

Selection of mini desert
Mini French patisseries
Mini cheesecakes
Fresh fruit salad
Petit fours
Cheeseboard



Toastmaster

The friendly formality of our Toastmaster makes all the difference to your Wedding Reception.

Our Toastmaster is solely dedicated to your Wedding Reception and will follow your personal requests.

The normal duties of a Toastmaster would be:

- *A meeting prior to the Wedding Day to discuss his/her duties personally with the Bride and Bridegroom.*
- *Arrange the Bride and Bridegroom and their respective parents in the most suitable place and in the correct order to receive their guests.*
- *Announces the Bride and Bridegroom, escorts them to the Top Table and announces grace and the cutting of the Cake.*
- *Makes any announcements or relays any messages that you may require.*

In addition, our Toastmaster will be able to assist you with any concerns you may have regarding Wedding Etiquette.

Preferential Hotel Accommodation Rates

The Perfect Ending to a Perfect Day...preferential hotel accommodation rates are available to guests attending a Wedding Reception.

All our spacious rooms are superbly furnished and feature a private bathroom, Plasma TV, Wi-Fi access, trouser press, hairdryer, tea and coffee tray, and a direct dial telephone.

*All residential guests are invited to relax in the Leisure Club area which includes a fully-flood lit pool, whirlpool, sauna and steam room, outdoor tennis court, fully equipped gym and aerobics studio.
Hair and Beauty Salon on site*

Reservations are subject to availability.



How to Book

To book your Wedding Day at the Swindon Marriott please contact our Wedding Planner to arrange an appointment.

The following payment schedule is applicable –

- ❖ A non-refundable deposit of 10% of the estimated revenue is required along with a signed contract at time of confirming your wedding day.*
- ❖ Three months prior date of the event, a payment of 50% of the estimated revenue is required.*
- ❖ One month prior to the date of the event the final balance is required.*

The hotel must be notified of your final numbers and Table Plan no later than 72 hours prior to your Wedding Day.

If the final numbers are higher than those pre-paid then the hotel will invoice you for the difference and any extra charges incurred on the day.

If the final numbers are lower than those pre-paid, taking into consideration any guaranteed minimum numbers, a refund will be issued by the hotel.

Anniversaries to Celebrate

| | |
|---------------------------------|-------------------------------|
| <i>First - Paper</i> | <i>Thirteenth - Lace</i> |
| <i>Second - Cotton</i> | <i>Fourteenth - Ivory</i> |
| <i>Third - Leather</i> | <i>Fifteenth - Crystal</i> |
| <i>Fourth - Fruit, Flowers</i> | <i>Twentieth - China</i> |
| <i>Fifth - Wooden</i> | <i>Twenty-Fifth - Silver</i> |
| <i>Sixth - Candy</i> | <i>Thirtieth - Pearl</i> |
| <i>Seventh - Wool, Copper</i> | <i>Thirty Fifth - Coral</i> |
| <i>Eighth - Bronze, Pottery</i> | <i>Fortieth - Ruby</i> |
| <i>Ninth - Pottery, Willow</i> | <i>Forty-Fifth - Sapphire</i> |
| <i>Tenth - Tin</i> | <i>Fiftieth - Golden</i> |
| <i>Eleventh - Steel</i> | <i>Fifty-Fifth - Emerald</i> |
| <i>Twelfth - Silk, Linen</i> | <i>Sixtieth - Diamond</i> |



Price List

| Menus 2010 | Friday <i>Mid July-Sept only</i> | Saturday | Sunday |
|--------------------------------|--------------------------------------------|-----------------|---------------|
| <i>Gold Menu</i> | £28.20 | £31.50 | £26.95 |
| <i>Platinum Menu</i> | £36.25 | £39.50 | £34.50 |
| <i>Children's Menu</i> | £13.75 | £15.25 | £13.00 |
| <i>Silver Drinks Package</i> | £15.50 | £17.50 | £14.75 |
| <i>Gold Drinks Package</i> | £16.50 | £18.50 | £15.75 |
| <i>Platinum Drinks Package</i> | £19.50 | £22.50 | £18.75 |
| Menus 2011 | Friday <i>Mid July-Sept only</i> | Saturday | Sunday |
| <i>Gold Menu</i> | £31.50 | £34.50 | £29.50 |
| <i>Platinum Menu</i> | £40.50 | £43.50 | £38.50 |
| <i>Children's Menu</i> | £15.50 | £17.50 | £14.50 |
| <i>Silver Drinks Package</i> | £17.50 | £19.50 | £15.50 |
| <i>Gold Drinks Package</i> | £18.50 | £20.50 | £16.50 |
| <i>Platinum Drinks Package</i> | £21.50 | £22.50 | £20.00 |
| Menus 2012 | Friday <i>Mid July-Sept only</i> | Saturday | Sunday |
| <i>Gold Menu</i> | £31.50 | £35.50 | £30.50 |
| <i>Platinum Menu</i> | £41.00 | £44.55 | £39.00 |
| <i>Children's Menu</i> | £15.50 | £17.50 | £15.00 |
| <i>Silver Drinks Package</i> | £18.00 | £20.00 | £17.00 |
| <i>Gold Drinks Package</i> | £19.00 | £21.00 | £18.00 |
| <i>Platinum Drinks Package</i> | £22.00 | £23.00 | £21.50 |

All rates listed are inclusive of VAT at current rate



Arranging a Marriage

As advised by Swindon Borough Council

1. The parties wanting to get married must make a preliminary enquiry with the licence holder or marriage representative of the approved building.
2. The licence holder/marriage representative must issue a licence holders letter to the parties agreeing that the marriage can take place on their premises.
3. Licence holders letters (or proforma) will be supplied to the licence holder by Swindon Register office.
4. The parties must be advised to attend or telephone Swindon Register office as soon as possible to ensure that their booking can be accommodated.
5. Having received the licence holder's letter, the parties will be able to make a booking for the register office staff to attend the approved premise. The date and time for their marriage will then be fixed; they will then be advised as to the next stage for the procedure.
6. The Register office will issue an appointment booklet or an advanced booking form to the parties, which will state the date of the intended marriage.
7. The parties must then contact the approved premise to inform the licence holder/marriage representative that the booking has been made with the register office and that a day and time for the intended marriage has been set.
8. It is advisable that the licence holder/marriage representative asks to see the appointment booklet or advance booking form, to ensure that there is no confusion about the date and time of the proposed marriage.
9. The licence holder/marriage representative must realise that the necessary legal documents still have to be signed and issued by the Register office of the district or residence of the parties to the marriage. Completing the legal documents (giving notice of marriage) cannot begin until one year prior to the day of the marriage. If the preliminary legal documents are not completed in time or the correct authorities for the marriage issued, then under no circumstances can the proposed marriage take place, whatever other arrangements may have been made.
10. An advanced (provisional) booking can be made at the Swindon register office for up to two years in advance of the proposed marriage date. The parties to the marriage will then have to complete the legal preliminaries as soon as possible within one year of the date of the proposed marriage.
11. The parties must be advised of any limit to the number of guests attending their marriage as determined by the size of the marriage room and fire regulations
12. The parties must be advised that punctuality on the day of the marriage is essential. It must be pointed out that the Register office staff may be booked to attend other marriages in other buildings.