



Fairlawns
HOTEL AND SPA

Independent & Individual

Menu Prices

Drink Suggestions

Further Information and Booking Conditions

1st January 2012 - 31st December 2012



www.fairlawns.co.uk

Your Drinks Service

Seasonal reception drinks, carefully selected wines (many with awards), a choice of toasting wines and top brand bar drinks. A flexible approach to offer you the opportunity to choose for your party based on your taste. Here are a few suggestions based on popular requirements but we are really happy to discuss your own suggestions and requirements.

Reception Drinks

Sherry	£3.50	Summer or Winter Punch (one glass each)	£4.25	Pimms (one glass per person)	£5.25
Bucks Fizz (with sparkling wine)	£5.25	Summer or Winter Punch (unlimited prior to meal)	£6.50	Pimms (unlimited prior to meal)	£8.50

Wines, Bubbly and Champagne

(approximately 6 medium glasses per bottle)

Table Wines from £15.95 per bottle	Bubbly from £19.50 per bottle	Champagne from £34.50 per bottle
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Wedding Breakfast Menu Prices

(all priced 'per person')

Menu T1/09	£37.00	Menu T5/09	£39.50	Menu T9/09	£42.50
Menu T2/09	£37.00	Menu T6/09	£39.50	Menu T10/09	£44.50
Menu T3/09	£37.00	Menu T7/09	£39.50	Menu T11/09	£44.50
Menu T4/09	£37.00	Menu T8/09	£39.50	Child Meal	£14.50
Sorbet course	£2.60	Fish Course	from £6.25	Cheese platter	
Liqueur with coffee	£2.95	Cheese plate for one	£4.25	for table (10)	£29.50

Supplementary charges for alternative appetisers and desserts

Duck confit	£2.25	Sticky toffee pudding	£1.80
English asparagus, dry cured bacon & shaved Parmesan (May-June)	£2.85	Summer pudding, clotted cream (May-September)	£1.80
Prawn & cucumber salad, sweet pepper & tomato mayonnaise	£1.80	Chocolate platter - dark chocolate brownie, milk chocolate mousse, white chocolate shake	£2.85
Platter of Scottish salmon - smoked, pâté & lax, dressed leaves	£5.10	Rhubarb, three ways - poached, crumble & sorbet (March-June)	£2.85
Classic Prawn Cocktail	£3.95	Three English strawberry desserts - tartlet, poached & sorbet (May-September)	£2.85
Galantine of Deben duck, orange & walnut salad	£2.20	Lemon composition - posset, lemon meringue & sorbet	£2.85
Crab, avocado & tomato gateau, tomato coulis	£4.00		
Platter of exotic fruits, passion fruit syrup & mango sorbet	£2.85		

Canapés

Selection of 4	£5.40	Selection of 6	£8.00
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Main Meal Buffet Menus

B1/09	£37.00	B2/09	£39.50	B3/09	£47.50
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Evening Party Buffets

MENUS *		ADDITIONAL ITEMS	
<i>(please order for all guests in attendance)</i>		<i>(Feel free to add to the main menu to increase the choice, minimum order per item 20)</i>	
Local Pork Roast	£14.95	Gateaux	£2.85
Fork Buffet	£16.75	Fresh fruit salad	£3.50
Finger Buffet	£16.75	Fairlawns Brownies	£2.60
Caribbean Buffet	£18.60	Apple & almond tarts	£2.60
Asian Buffet	£18.60	Cheese	£4.10
		Coffee	£2.00

* Evening Party Buffets are only available if a wedding breakfast has taken place at Fairlawns. If the reservation is for an evening party only then you are asked to offer them a more substantial selection. Suitable menus are available on request.

All prices include VAT @ 20%

Room Hire Charges – Reception Rooms

There are NO ROOM HIRE charges for the private dining or party rooms subject to the minimum number of adult guests detailed below being catered for:

Wedding Breakfasts:

Orchard Room (available Monday – Thursday only)	16 adult guests
Cedar Room (Available Monday – Thursday only)	26 adult guests
Orchard & Willow Rooms *	*40 adult guests
Orchard, Willow & Garden Rooms	
January, February & March	50 adult guests
October & November	65 adult guests
April - September & December	76 adult guests

Evening Parties:

(Catering to be provided for all guests 6 years and over)

Orchard, Willow & Garden (January, February & December)	100 adult guests
(March, October & November)	120 adult guests
(April - September inclusive)	130 adult guests

* The Orchard and Willow Rooms are not available on Fridays and Sundays between June and September or on Saturdays throughout the year when they are usually combined with the Garden Room to provide facilities for a larger party.

Reservations for Saturdays for numbers below those specified above are not accepted more than 8 months in advance.

If numbers fall below these levels then the following room hire will be charged:

Wedding Breakfasts:

Orchard Room	£150.00	Orchard & Willow Rooms	£350.00
Cedar Room	£250.00	Willow & Garden Rooms	£950.00

Evening Parties:

Orchard, Willow & Garden Rooms	£950.00
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Room hire charges may be reduced on Fridays, Sundays and Bank Holidays or when reservations are made less than 8 months in advance. This will be discussed when you visit the hotel and confirmed when you make your reservation.

Room Hire Charges - Civil Ceremonies

Room Hire charges for your Civil Ceremony will be confirmed when the choice of rooms for each part of your day have been finalised. They reflect the number of people in attendance and the space involved. They include: coffee on arrival, pleated ceremony table with matching chairs, ring cushions and a red carpet. There are NO ROOM HIRE charges for the private dining or party rooms subject to the minimum number of adults detailed in the preceding information being catered for.

Room hire charges may be reduced on Fridays, Sundays and Bank Holidays or when reservations are made less than 8 months in advance. We welcome the opportunity to discuss this with you when you visit and confirmed should you make a reservation. Reservations for Saturdays for numbers below those specified are not accepted more than 8 months in advance.

Walsall Registry Office contact number: 0845 111 2847.

Accommodation for You and Your Guests

A FREE four poster bedroom for you!

Book your Wedding Reception at Fairlawns and we are delighted to invite you to stay in a lovely four poster bedroom with views over the wedding garden and to enjoy a freshly cooked breakfast as our guests. Your guests can spoil themselves too! Preferential rates include free temporary membership of The Fairlawns Health Club (over 16's only) and they may also treat themselves to a Spa treatment. Resident guests may continue their celebrations in our Resident's Bar until 2.00am and if they stay two or more nights the rate is even better value! Special rates are published in January each year and we prepare specially printed cards which you can send out with your "save the date cards" or your invitations. If there are a lot of you staying we may even be able to arrange a private room in which you can relax over a lovely cooked breakfast.

If you choose to spoil yourself even more then you may choose to reserve the Premier Suite (additional charges apply) in which case you may give the four poster to friends or family.

Prices

Prices quoted in this tariff relate to the year detailed on the

front page and will apply to events which take place in that year only.

While every effort is made to hold prices for each calendar year we reserve the right to increase them at any time up to six weeks prior to any reservation.

Prices for subsequent years are reviewed each December at which stage an updated tariff will be sent to those with advance reservations.

Disco

Special music for Civil Ceremony	£100.00
Evening Party 7.00 p.m. - Midnight	£295.00

Deposits

The following deposit / partial payment is required to secure your reservation:

Orchard Room	£250.00
Cedar Room	£350.00
Orchard & Willow Rooms	£500.00
Orchard, Willow and Garden Rooms	£1000.00

A further pre-payment equivalent to the amount detailed above is required 8 months prior to your event.

Conditions of Booking

'The small print - kept simple!'

Applicable to all reservations made from 1st December 2011. All reservations for Wedding Receptions at Fairlawns are accepted subject to your acceptance of these conditions and are non-negotiable.

1. Reservations for Wedding Breakfasts are accepted on the understanding that a minimum of one reception drink, one drink to accompany the meal and one drink with which to toast the Bride and Groom are provided with a meal chosen from our menus for all guests.
2. Provisional reservations must be confirmed within seven days along with the appropriate deposit. Reservations not confirmed within this period will be released without further reference.
3. All deposits / pre-payments are non-refundable in the event of cancellation or postponement.
4. All reservations are accepted subject to certain minimum numbers (excluding children). These are as detailed in the Wedding Tariff unless an alternative agreement has been reached and confirmed in writing. Should numbers subsequently fall below those agreed then supplementary room hire charges may apply. Reservations for receptions and parties below the minimum numbers detailed in the Wedding Tariff are not usually accepted more than 8 months in advance.
5. While every effort is made to hold all published prices for each calendar year we reserve the right to increase them at any time up to 6 weeks prior to any reservation, or up to the day should the increase relate to Government taxes such as VAT or Excise Duty.
6. Should the reception be either cancelled or postponed then you accept responsibility for settling the following charges:

- At any time more than twelve months prior to the date of the reception the initial deposit.
- Twelve to nine months prior to the date of the reception 70% of the anticipated catering account (both daytime and evening) based on the number of guests booked based on the most economical menu.
- Eight to Five months prior to the date of the reception 85% of the anticipated catering account (both daytime and evening) based on the above calculations.
- Under four months from the date of the reception 100% of the anticipated catering account (both daytime and evening) based on the above calculations.

Please note that it is possible to insure your Wedding against cancellation. Most Insurance Brokers will have details of available policies.

In the event that income is subsequently received for the facilities being cancelled the hotel will take into account the receipts and make an appropriate repayment within 21 days of the alternative revenue being received.

This is subject to the cancellation charges being paid in full within 14 days of the postponement or cancellation being made.

7. A pre-payment amounting to 95% of the forecast account is required by no later than 28 days prior to the reception. This payment (which will be calculated to reflect previous pre-payments) is deducted from the final account which should be paid within seven days of your reception.
8. Any damage caused to the property by your guests will be your responsibility and will be charged accordingly. It is your responsibility to insure for any loss or damage to wedding gifts brought on to hotel premises as these are not covered by hotel policies.
9. For security reasons access to the hotel restaurant, resident's bar and bedrooms is restricted to hotel guests only.
10. For Health and Safety reasons you are required to appoint one person to take responsibility for the behaviour, safety and security of any children in attendance and it will be with this person that the Hotel Management communicate on such matters throughout the event. Children must remain under close supervision and remain within the rooms designated to your event at all times.
11. It is your responsibility to notify the hotel, in writing, should any guest attending the event suffer from food allergies.
12. Evening Parties – should you choose to have an evening party then you agree to respect the following conditions which are in place to protect our reputation and to ensure compliance with the policies we maintain regarding the responsible service of alcohol in accordance with Licensing Laws and Health and Safety Legislation.
 - A buffet should be provided for all guests in attendance, including children aged 6 and over.
 - The hotel resident disco should be used
 - Non-resident bar facilities are available until midnight with music terminating at the same time. Non-residents are asked to vacate the premises by 12.30am and may not remain on the premises as guests of residents.
 - The Resident Bar facilities are for hotel guests only. This facility is open until 2.00am. Resident guests are asked to retire to their bedrooms by no later than 2.30am
13. Fairlawns Hotel Limited cannot be held responsible for any failure to provide any contracted services due to any failure in public utility supplies or for any other reasons that could be reasonably deemed as beyond their direct control.

Access & Special Needs

Please call for a chat if you anticipate any difficulties, have special requirements or if access to accessible cloakrooms or bedroom accommodation is required.

Following Access Audits the Company committed to a major programme of building alterations to facilitate accessibility to all areas of the building. Planning, financial, operational and logistical constraints mean that such a comprehensive programme can only reasonably be phased over several years. In the meantime, our team will be happy to discuss any special needs with a view to achieving the high standard of service, comfort and hospitality we aim to offer all guests.

We are delighted to offer one ground floor bedroom; this is partially adapted and offers the further benefit of direct access from & emergency exit to the car park. Also available are two further rooms, which have been designed with the needs of wheelchair users in mind. These are on the first floor (lift service) of

the Spa wing with convenient parking but direct access to main hotel facilities (restaurant, reception and private dining suites) involves going outside and around the buildings. This will continue to be necessary until a number of other projects have been completed as and when this statement will be updated, initially on the website and then on printed literature.

The Cedar, Board, Garden, Orchard and Willow Rooms are all situated on the ground floor but there are a number of internal steps, including two to the Restaurant. The Penthouse is a second floor suite. Until such time as our programme of improvements is complete there will not be an elevator in the main buildings.

Statement dated 1st December 2011.

Printed information, or pages from this website may be made available in large print upon request. Alternatively we will be delighted to talk you through our various facilities and offers.



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AWARD WINNING RESTAURANT • MEETING AND PRIVATE DINING SUITES • ADULT HEALTH CLUB

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