

Highdown Hotel Wedding Ceremonies & Receptions



Congratulations & Thank you for considering the Highdown Hotel to celebrate your Special day

Here at the Highdown Hotel we offer peaceful and elegant facilities, which are surrounded by glorious Highdown gardens. The Highdown hotel is an ideal location for your wedding.



The hotel holds a wedding licence for civil ceremonies offering you the convenience of enjoying your big day all under one roof.

Whether it is a quiet, intimate gathering, renewing your vows or a traditional full wedding celebration, we can help create your perfect day.

To us every wedding is unique, this is why our wedding co-ordinator will be on hand from the start to guide you through every detail until we know you are happy and to make sure everything is just right so you can enjoy your perfect day to the full.

Littlehampton Road, Highdown Rise, Goring-by-Sea,
Worthing, West Sussex BN12 6FB

Tel: 01903 700152 Fax: 01903 507518

email: highdownhotel@thechapmansgroup.co.uk

Weddings

Special Occasions



Civil Ceremonies and Civil Partnerships

Highdown Hotel is licensed for civil ceremonies and civil partnerships on the premises. These ceremonies can be performed in either our Highview Suite or our main dining area. The Highview Suite is licensed for up to 100 guests.

We are proud to say that with the backdrop of Highdown gardens and Highdown Hill, we have the ideal setting for all of your wedding photos so that they provide a lifetime of treasured memories.

The Wedding Breakfast and Evening Reception

All of the Wedding breakfasts and Evening Receptions take place in the Bowes Lyons Suite, which has been recently refurbished to an exemplary standard to make it a magnificent venue for any occasion.

The Bowes Lyons Suite can cater for 100 people for the wedding breakfast and 180-200 for the evening reception.



Wedding Packages

We endeavour to make it as easy as possible for you to arrange your special day and therefore we provide a number of packages to make the process easy

The Silver Wedding Package -
from £4600.00



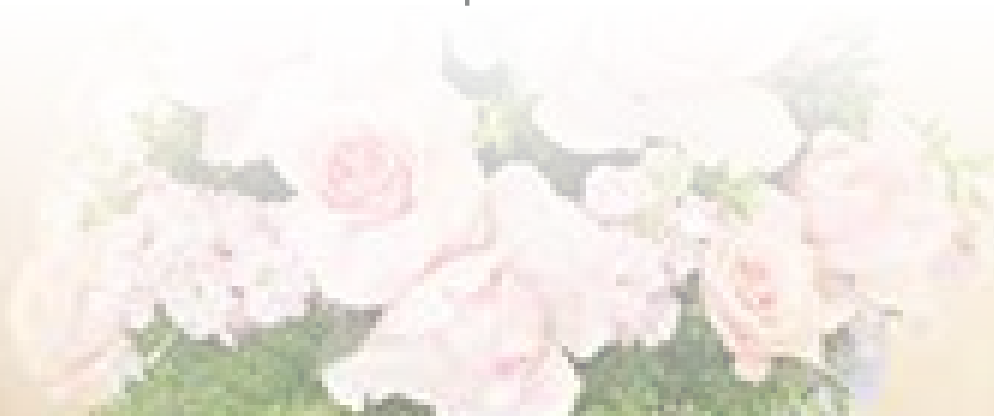
The Gold Package -
from £5600.00



The Platinum Package -
from £6600.00



The Bronze Package -
from £2800.00



Weddings

Special Occasions



The Silver Wedding Package

Use of the Civil Ceremonies room

*

Use of our glamorous function room for the wedding breakfast & evening event

*

Dedicated wedding organiser who will be on hand to offer helpful advice and assist with all your arrangements from start to finish.

*

White table linen cloths & white linen napkins

*

A glass of Buck Fizz on arrival for each of your guests.

*

Three course wedding breakfast from the Silver Menu

*

A glass of house wine per adult guest during the meal

*

A glass of sparkling wine per adult guest for the toast

*

Evening Finger Buffet B

*

Complimentary Evening Entertainment from our Resident DJ

*

Cake stand & knife

*

Top table & Cake table swaged in organza in the colour of your wedding

*

Complimentary double room for the night of the wedding for the Bride & Groom

The Silver Wedding Package - from £4600.00

THE ABOVE PACKAGE IS BASED ON THE REQUIRED MINIMUM OF 50 ADULT GUESTS ATTENDING.

Additional guests at £62.00 for the Whole Day Additional Evening Buffet from £11.50 per person

Children's meals are charged from £14.45 per Child

Weddings

Special Occasions



Silver Menu Wedding Breakfast Options

Maximum of two options per course is to be chosen off the menu for your wedding guests to choose from, this is including vegetarian options, and pre-orders will be required in advance

Starters

Roast Plum Tomato Soup with Sweet Basil Pesto served with a Granary Roll and Butter

*

Slow Baked Portobello Mushroom, Crispy Bacon, Melted Mature Cheddar
Cheese served with Dressed Leaves

(Vegetarian Option can be served without Bacon)

*

Breaded French Brie with Cranberry Chutney and Dressed Salad

Main Course

Scottish Roast Topside of Beef, Rosemary Scented Roast Potatoes served with a Rich Gravy,
Homemade Yorkshire Pudding and Seasonal Vegetables

*

Sussex Chicken Breast, Wrapped with Smoked Bacon, Garlic and
Fresh Herb Crème cheese filling, with Dry Vermouth, Tarragon and Cream Sauce served
with Crushed New Potatoes

*

Grilled Scottish Salmon Fillet with a Parsley Crust, served with New Potatoes,
Lemon Butter and Seasonal Vegetables

*

Vegetable Lasagne served with Homemade Chunky Chips and a Dressed Salad

Desserts

Homemade Apple and Cinnamon Crumble served with Devon Custard or Fresh Cream

*

Chocolate Fudge Cake with Rich Valrhona Dark Chocolate Sauce or Fresh Cream

*

Individual Tarte au Citron with Fresh Cream*

Weddings

Special Occasions



The Gold Wedding Package

Use of the Civil Ceremonies room

*

Use of our glamorous function room for the wedding breakfast & evening event

*

Dedicated wedding organiser who will be on hand to offer helpful advice and assist with all your arrangements from start to finish.

*

White table linen cloths & white linen napkins

*

A glass of Pimms on arrival for each of your guests.

*

Three course wedding breakfast from the Gold Menu

*

Half a bottle of house wine per adult guest during the meal

*

A glass of sparkling wine per adult guest for the toast

*

Evening Finger Buffet C

*

Complimentary evening entertainment from our resident DJ

*

Chair covers and sashes in your choice of colour

*

Top table & Cake table swaged in organza in the colour of your wedding

*

Complimentary double room for the night of the wedding for the Bride & Groom

*

Discounted accommodation hotel rooms for your guests

The Gold Wedding Package - from £5600.00

THE ABOVE PACKAGE IS BASED ON THE REQUIRED MINIMUM OF 50 ADULT GUESTS ATTENDING.
Additional guests are charged at £72.00 for the whole day Additional evening buffet at £13.50 per person
Children's meals are charged from £14.95 per child

Weddings

Special Occasions



Gold Menu Wedding Breakfast Options

Maximum of two options per course is to be chosen off the menu for your wedding guests to choose from, this is including vegetarian options, and pre-orders will be required in advance

Starters

Fresh Onion Soup and Garlic Croutons with Gruyere Cheese

*

Luxury Country Style Pate, French Bread and Red Onion Chutney

*

Brie, Pear and Red Onion Stack with Herb and Mustard Vinaigrette

Main Course

Mediterranean Style Tray Baked Lamb Cutlets with Sweet Potato, Peppers,
Courgettes and Onion with Red Wine and Rosemary Sauce

*

Glazed Slow Roast Belly of Pork, Celeriac and Pear Mash, served with
Creamy Somerset Cider Sauce

*

Italian Style Stuffed Aubergine with Herb Crust and Buttered New Potatoes

*

Roast Fillet of Hake with Crisp Parsley and Garlic Crumbs and Warm Olive Oil Mayonnaise

Desserts

Spiced Rhubarb Crumble with Crushed Nut Crumble, served with
Fresh Cream or Devon Custard

*

Mango and Raspberry Cheesecake served with a Coulis and Chantilly Whipped Cream

*

Individual trio of Chocolate and Cornish Ice Cream

Weddings

Special Occasions



The Platinum Wedding Package

Use of the Civil Ceremonies room

*

Use of our glamorous function room for the wedding breakfast & evening event

*

Dedicated wedding organiser to be on hand to offer helpful advice and to assist with all your arrangements on your wedding day.

*

A glass of champagne with strawberries & Thai basket canapés to welcome your guests.

*

Three course wedding breakfast with coffee & mints from our Platinum Menu

*

Half a bottle of house wine per adult guest during the meal

*

A glass of Champagne per adult guest for the toast

*

Evening finger D

*

Complimentary evening entertainment with our resident DJ

*

White Linen table cloths and napkins

*

Chair Covers & Sashes in your choice of colours

*

Top table & Cake table swaged in organza in the colour of your wedding

*

Complimentary double room for the night of the wedding for the Bride & Groom

*

Discounted accommodation hotel rooms for your guests

The Platinum Wedding Package - from £6600.00

THE ABOVE PACKAGE IS BASED ON THE REQUIRED MINIMUM OF 50 ADULT GUESTS ATTENDING.
Additional Guests are charged at £75.00 for the whole day Additional evening Buffet from £16.95 per person
Children's meals are charged from £14.45 per head



Platinum Menu Wedding Breakfast Options

Maximum of two options per course is to be chosen off the menu for your wedding guests to choose from, this is including vegetarian options, and pre-orders will be required in advance

Starters

Purple Stem Broccoli and Derbyshire Stilton Soup served with Croutons

*

Smoked Haddock and Spring Onion Fishcake with Dressed Salad and Lemon Mayonnaise

*

French Red Onion Tarte Tartin served with a Balsamic Dressing and Green Salad

Main Course

Rosemary and Salt Baked Lamb Shank with Minted New Potatoes
with Sweet Mustard Mayonnaise

*

Slow Roasted Pulled Pork with Creamed Cannellini Beans and Root vegetables

*

Moroccan Spiced Tuna Steak with Harrissa Butter and Coriander New Potatoes

*

Filo Pastry Spinach and Feta Cheese Pie with Southern Pecan and Apple Salad

Desserts

Strawberry and Champagne Cheesecake, Raspberry Coulis and Fresh Cream

*

Individual Chocolate Torte and Cornish Ice Cream

*

Classic Banoffee Pie and Italian Chocolate Ice Cream

Weddings

Special Occasions



Finger Buffet

Puff Pastry Sausage rolls	Cajun Spiced Potato Wedges with Sour Cream
*	*
BBQ and plain chicken drumsticks	Vegetable Spring Rolls
*	*
Selection of quiches	Spiced Chicken Goujons with a Red Pepper and Mayonnaise Dip
*	*
Pork Pie with Piccalilli	Traditional English Sandwiches
*	*
Hot Indian Selection	Slices of Gala Pie with crushed pickle
*	*
Mozzarella Goujons (V)	Tomato and Balsamic Vinegar Rocket and Parmesan Salad
*	
Chipolatas with Mustard Honey Glaze	

A -Choice of 6 for £11.50 per person

B -Choice of 8 for £13.50 per person

C -Choice of 10 for £15.50 per person

D -Choice of 12 for £18.50 per person

Add desserts to your buffet for an extra £5.00 per person

Choice of 3 from the list bellow

Brownie chunks

*

Assortment of flap jacks

*

Profiteroles with chocolate sauce

*

Selection of mini muffins

*

Melon and strawberry fruit skewers with coulis

Weddings

Special Occasions



Children's Menu

Maximum of one options per course is to be chosen off the menu for all children, this does not include a vegetarian option

Starters

Tomato Soup served with Bread and Butter

*

Garlic Bread

*

Garlic Bread with Grated Cheese

Main Course

Sausage, French Fries and Baked Beans

*

Fish Fingers, French Fries and Baked Beans

*

Chicken Goujons, French Fries and Beans

*

Creamy Tomato Sauce with Penne Pasta topped with Cheddar Cheese

Desserts

Chocolate Fudge Cake with Ice Cream

*

Profiteroles with Chocolate Sauce

*

Chocolate and Vanilla Ice Cream

This menu is £14.45 per Child

Weddings

Special Occasions



The Bronze Wedding Package (Evening Weddings Only)

Dedicated wedding organiser who will be on hand to offer helpful advice and to assist you with your arrangements from start to finish.

*

Use of our glamorous function room for your wedding evening celebration.

*

Evening Finger Buffet B for 100 Evening Guests

*

Cake stand & knife

*

Balloons (includes 8 clusters, 3 balloons in a each cluster)

*

Complimentary evening entertainment with our resident DJ

*

Complimentary double room for the night of the wedding for bride & Groom

*

Discounted hotel rooms for your wedding guests

The Bronze Wedding Package is £2800.00

ADDITIONAL EVENING BUFFET FROM £11.50 PER PERSON.



Drinks Options

Welcome drinks

A Glass of Fruit Juice £1.50 per person

*

A Glass of bucks fizz (125ml) £3.50 per person

*

A Glass of Sparkling wine £3.50 per person

*

A Glass of sparkling rose wine £3.50 per person

*

A Glass of Pimms £4.50 per person

Drinks with Wedding Breakfast

SA bottle of still or sparkling water (1 litre) £4.50 per bottle

*

Jugs of Orange or Apple juice £6.50 per Jug

*

Half a bottle of wine £6.75 per person

*

Bottle of wine £12.95 per bottle

*

Bottle of sparkling wine £16.95 per bottle

*

Bottle of Lanson Champagne £35.95 per bottle

*

Tea and coffee served with chocolate mints £1.50 per person



Canapés

Greet your guests with a selection of canapés.

Chocolate covered strawberries

£3.25 per person

*

Mini pizzas selection (suitable for children)

£2.95 per person

*

Crostini topped with:

Smoked salmon crème fraiche/

Chicken liver parfait/Tomato red onion and balsamic

£3.45 per person

*

Thai basket selection -

Prawn/Vegetable and tamarind/Crab and sweetcorn/Green Thai chicken/

Chicken and cashew nut

£4.45 per person

Afternoon Tea

If you are looking for a more intimate celebration with your family and friends, we now offer afternoon tea for after your ceremony.

This includes a selection of cakes or a selection of sandwiches served with a cup of tea or coffee.

£10.50 per person

(This is only available between 12.00pm – 4.00pm)

Weddings

Special Occasions



Accommodation

We are delighted to offer 16 en-suite bedrooms for both yourselves and your guests. Accommodation is subject to availability at the time of booking your wedding. For your wedding guest who would like to book hotel rooms we are able to offer special rates as detailed below:

We are delighted to offer 16 en-suite bedrooms for both yourselves and your guests. Accommodation is subject to availability at the time of booking your wedding. For your wedding guest who would like to book hotel rooms we are able to offer special rates as detailed below:

Single Room **£65.00**

*

Double Room **£75.00**

*

Four poster bedroom **£75.00**

*

Twin Room **£75.00**

*

Family Room **£85.00**

Prices include Full English Breakfast and VAT.

Check in is from 3.00 pm

Check out is by 11.00 am

Please beware that we can not guarantee early check in on the day of your wedding, if your wedding guests require early check in we suggest they book the night before to avoid disappointment.

Weddings

Special Occasions



Ancillary Services

We are proud to be able to offer ancillary services to make your special day unforgettable for all the right reasons!

Room Decoration

In partnership with local suppliers, we are able to offer exquisite room decoration packages, to include items such as balloon displays, chair covers and sashes in your choice of colours, backdrops for the tables and extravagant table centrepieces.

We are also able to provide other decorations, such as ice sculptures and chocolate fountains upon request.

Table plans and name cards can also be arranged for the suite at your instruction.

As a Highdown Bride & Groom, final touch offer free delivery, set up and take down.

Sandra at Final Touch:

Tel 01903 776631
www.finaltouchmemories.co.uk

Wedding Cake

Everyone wants a piece so make sure it is something to remember, with our specialist cake-maker able to prepare a delight to your specifications.

June on 01903 722369

Photographers

We have a recommended photographer who has provided us with excellent value photo packages with which to capture the moments of the day

David Sawyer on 01903 410704

Flowers

Make whoever catches the bouquet want to rush home to put them in water with sensational arrangements from our florist. All aspects of the day are covered, from the bouquets for the ladies and buttonholes for the men. Table decorations and centrepieces are also available upon request.

David John Flowers

Tel 07725659394

Davidjohnflowers@hotmail.co.uk

LoRanCakeCo

Cupcakes and Homemade cakes, made to order.

Great for party's, Weddings, Christenings, business meetings and afternoon Teas

No Tiered wedding cakes.

Tel 07508321333

Lorancakeco@hotmail.co.uk

Evening Entertainment

We can provide both a DJ and a band playing all styles of music, from rock to disco classics.

PCA Ltd Entertainment Company by Pete Cross

Tel 02392640170

pete@pca.uk.com

Weddings

Special Occasions



Terms and Conditions

Please note that all prospective clients are required to abide by the terms and conditions below. Payment of the deposit assumes understanding of and compliance with the terms and conditions.

Your hire agreement is with Highdown Hotel and Restaurant.

Only persons over the age of 18 may apply to hire the premises.

Highdown Hotel reserves the right to refuse a request for hire. All information and prices were correct at the time of printing and are subject to change without prior notice. All arrangements featured in this brochure are subject to availability. In the event of any taxation change beyond the control of the

hotel (e.g. increases in the standard rate of VAT) the Hotel reserves the right to vary the prices quoted to an extent which reflects such charges.

No access to the function room is permitted before or after the times specified and agreed during your pre-function arrangement meetings as another function may be taking place and it may prevent the room being ready according to your requirements in time for your function.

Access to the function room prior to the event will only be granted to the client or their authorised representatives / suppliers in order to carry out prewedding preparations.

Excepting for access and egress to and from the function room, access is restricted to the function room and toilet area: it is not permitted for your function to overflow in to the Carvery Restaurant family bar areas, unless (a) with the express permission of Highdown staff and/or(b) these areas are open for the express purpose of facilitating/ supporting your function.

Booking confirmation will be sent on receipt of a non-refundable deposit (to be submitted with your booking form). Please make your cheque payable to Saviour Inns Ltd.

The balance of your booking will be payable, and is due, in full 8 weeks prior to your wedding date. Failure to do so will entitle us to cancel your wedding.

On the agreement is shown the number of guests attending the Wedding reception. This is the minimum number that will be charged for. An

increase in number may be possible.

Your function - bar and music must cease at the agreed time and in accordance with normal licensing laws. The exciting license states the sale of alcohol must come at an end at 12.00pm for private per-booked functions.

The client is responsible to the hotel for any damage caused by the client or their guests, agents or employees You will be liable for the cost of repairs carried out as a result of damages caused to any part of the hotel premises or equipment thereon by negligence, wilful act or default of any person invited by you or on your behalf to the hotel etc. An extra charge will be made for cleaning if confetti or confetti like novelties are used inside the main building or the hotel.

The legal maximum capacity of the room is 200. Please note that for a fully-seated function its maximum capacity is realistically 104. A Minimum of 30 people are required for functions to be booked in our upstairs function room and a Minimum of 50 are required for functions to be booked in our down stair function room. .

The Fire Exit doors must be kept unblocked i.e. with clear access, for the duration of the event.

In the event that the fire alarm is activated, all persons in the Function Room at that time must immediately evacuate through the nearest fire exit.

The client undertakes not to do or bring anything in to the room which shall in any way increase the risk of fire, without the prior and express permission of

High down's representative(s) e.g. balloons filled with inflammable gas.

The client shall not cause or permit the obstruction by persons or property of any gangway, passage, stairway or steps, either inside or outside the function room.

The client must ensure that all reasonable precautions are taken for the safety of their children and guests' children. All children under 16 must be accompanied by, or under the supervision of, a responsible adult.

Highdown Hotel and Restaurant shall be entitled to specify any other precautions which it considers necessary for the safety of persons or property.

The premises are licensed and only food and beverages purchases on the premises may be consumed as part of a function.

Access to hotel overnight accommodation is not available until 3pm; we are unable to guarantee early access to hotel accommodation before these times.

All rooms must me vacated by 11 am on the day of departure.

The client will not permit any person to interfere with or damage the fixtures and fittings, or any equipment that is the property of The Highdown Hotel

and Restaurant. Failure to do so will lead to loss of deposit and cost of repair or replacement.

Please note that all payments and deposits are non-refundable. For cancellations between twelve and six months prior to the wedding the charge will be 20% of the total estimated bill. For cancellations between six and three months prior to the wedding the charge will be 50% of the total estimated bill. For

cancellations less than three months before the wedding the charge will be 100% of the function room hire and 90% of the pre-booked food and beverages.

We will endeavour to re-let your function space and a reduction of the cancellation fee will be made in the event that we are successful in doing so. All cancellations must be in writing.

We would like to remind our prospective customers that at present we do not have at this time disabled access to the Bowes Lyon Suite or in our up stairs

function room and accept no responsibility on this issue.

If the management feels that a function requires additional door supervision, the door supervision shall be SIA registered and appointed by Highdown Hotel.

The cost of the door supervision shall be the responsibility of the hirer.

The Government VAT Is Included At The Current Rate.

Signed _____

Date / /

Signed _____

Date / /