



*The Perfect Setting  
For Your Special Day...*



## THE RED LION HOTEL



# *Our warmest congratulations on your forthcoming marriage*

At the Best Western Red Lion Hotel we know that your wedding is the most special and memorable day in your life, but also one of the longest in planning!

The Best Western Red Lion Hotel is the ideal venue for you. Its 'secret garden' style courtyard and 13th century charm combines with our award winning restaurant and modern approach to create a suitable venue for all.

We are licensed for civil ceremonies and offer an inclusive wedding package for your special day which can be tailored to your requirements.

We guarantee you good quality service from experienced and friendly staff from the time you pick up this brochure until the moment you leave for your honeymoon.

For information please contact our Wedding Co-ordinator who will be delighted to discuss your requirements in greater detail.



## *Your Wedding*

### *at the Best Western Red Lion Hotel*

Planning a wedding is a complicated and involved process, so we want to make sure you know as much as you can before you start.

#### *The ceremony*

A popular choice among couples these days is to marry in a licensed venue such as a Hotel. The Best Western Red Lion is an approved venue under the marriage act 1949 and the Marriage (approved premises) regulations 1995. We are also licensed for civil partnership ceremonies.

These licenses enable you to hold your ceremony, wedding breakfast and reception under one roof. Additionally, we have some delightful areas in which to take your wedding photographs so you can look back on your special day. If required we can also provide accommodation for the bride and groom and for their guests.



# Your Wedding

## The Wedding Breakfast

Traditionally, the bride and groom partake in a meal with their family and friends known as the wedding breakfast. This is usually followed by toasts and speeches by the father of the bride, the groom and the best man. In more recent times, it has become quite common for the bride to make a speech as well.

At the Best Western Red Lion we can accommodate you in either our Restaurant or in our Courtyard Suite, both of which are beautifully decorated.

The wedding breakfast can be included in your personalised wedding package. Or if you are simply looking for a meal after your ceremony and none of the evening celebrations, our banqueting menu is extensive and varied



## Evening Reception

The evening reception for weddings has become a long standing popular way of having many more friends and family celebrate your wedding with you. With limits on sit down numbers, it is nice to be able to invite those people who were unable to join the day, to celebrate with a little food, a little drink and a little dancing...



## Overnight Accommodation

We would be delighted to host the bride and groom as well as some of their guests. As part of the Wedding Package, we offer a complimentary stay to the bride and groom. For guests we are more than happy to offer a preferred rate (subject to availability).

If you have had guests join you overnight, perhaps you would like to dine together at breakfast? We can arrange this all for you before the wedding, what better way to spend the morning than with your friends and family?

# Civil Marriages

## at the Best Western Red Lion Hotel

The hotel is approved by Wiltshire County Council as a venue for civil marriages and civil partnership ceremonies under the marriage act 1949 and the following apply when holding your wedding on our premises:

- There is a fee of £100.00 to hold your wedding to cover the cost of our licence. If you choose to hold your reception at another premises, the fee is £250.00 which includes the hire of the room.
- We recommend that you make a provisional reservation with the hotel and then contact the Salisbury registry office to confirm dates and times before making firm arrangements.
- Without the attendance of a superintendent registrar and a registrar, there can be no marriage. It is therefore essential that you ensure the availability of the registrar before you begin planning your wedding with us. Civil marriages may only take place between 10am and 5pm Monday to Sunday with the exception of Christmas Day and Good Friday.
- We advise you that the superintendent registrar can only perform a civil, non-religious ceremony and as such any music or reading that form part of the ceremony must be secular and agreed with the registrar in advance.
- The room in the hotel where your ceremony is to take place will be set out with the superintendent registrars approval using only tables and chairs that are required for the ceremony. Flowers and other decorations must be discussed with the hotel in advance and if required, with the superintendent registrar.

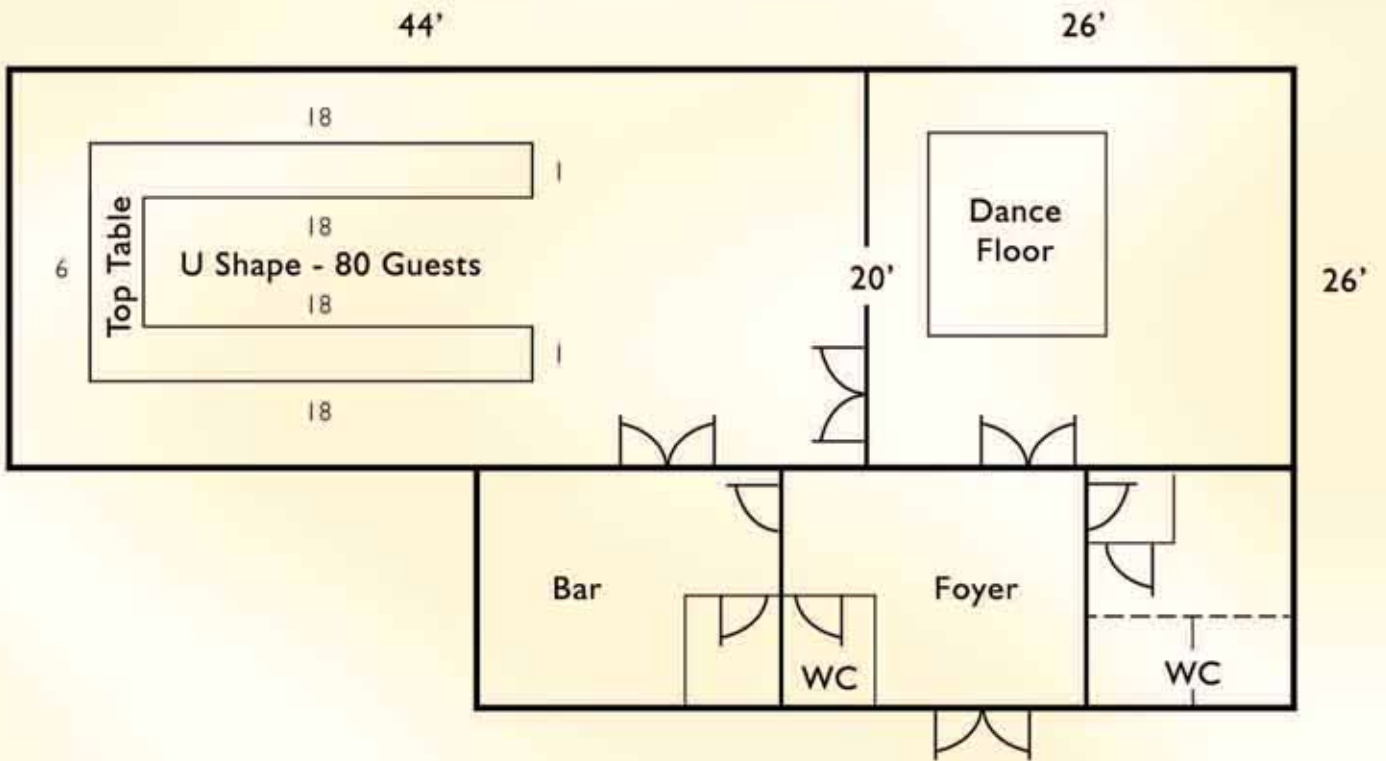


# The Courtyard Suite

at the Best Western Red Lion Hotel

Marborough Room

Wellington Room

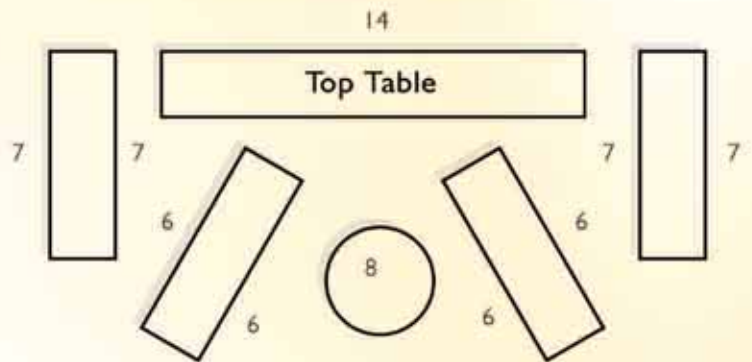


## Alternative Layouts

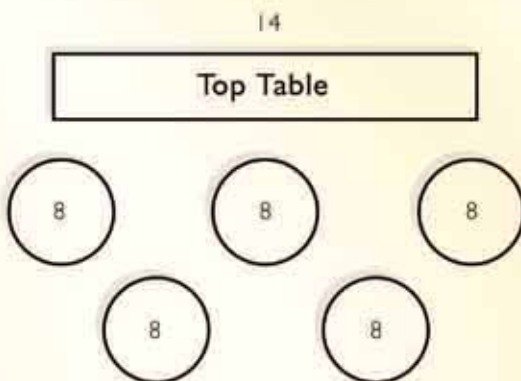
Block - 44 Guests



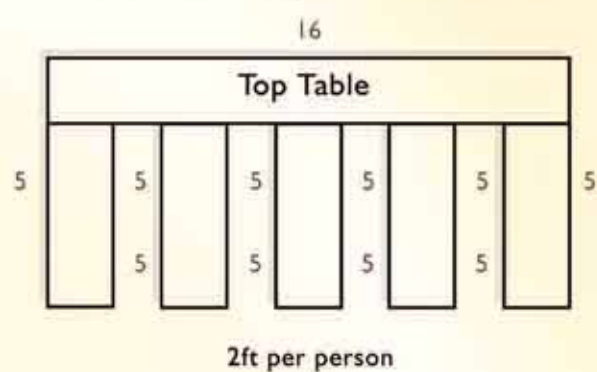
Crescent Shape - 74 Guests



Top Table and Rounds - 54 Guests



Top Table and Sprigs - 66 Guests



# Suggested Top Table Seating Plan

The Top Table seating arrangements facing your guests would normally read from left to right.

We recommend that the Top Table should be set out as in the plan below.

1	2	3	4	5	6	7	8	9
Chief Bridesmaid	Best Man	Groom's Mother	Bride's Father	Bride	Bridegroom	Bride's Mother	Groom's Father	Bridesmaid

## The Perfect Reception

Have you considered a formal line-up for your wedding breakfast? The usual line-up waiting to greet the guests is as follows, the bride's parents, followed by the bridegroom's parents, then the bridesmaids and best man and lastly the bride and bridegroom.

The line-up ensures that both families have the opportunity to speak to all the guests, but conversation should be kept to a polite minimum as the queue can become unwieldy. Always let the hotel know if you intend to have an official line up so ample time can be allowed.

## Toasts and Speeches

These would normally take place at the end of the meal.

The following is the usual order of proceedings:

1. Toast to "the Bride and Bridegroom". This is normally proposed by the bride's father
2. Toast to "the Bridesmaids". This is always proposed by the Bridegroom following his response to the first toast.
3. The Best Man would then respond to the Bridegroom's speech on behalf of the Bridesmaids. He would also read any special greeting cards to the guests.

# Booking Terms and Conditions

## at the Best Western Red Lion Hotel

### 1. Numbers

The Final numbers, along with the menu pre-orders where applicable, will be due no later than 30 days prior to the event. This will be the minimum amount that will be charged for. Inclusive packages (e.g. drinks) are based on a minimum of 40 guests. Below these numbers, items will be charged individually. As a guideline maximum capacities are; Sit down 80 guests and informal 120 guests. If you feel you may exceed these numbers please contact the conference office to discuss.

### 2. Complimentary and Preferred Room Rates

This offer is made in good faith but strictly subject to availability at the time of booking.

### 3. Deposits

A provisional booking will be held for 14 day, after which a non-refundable deposit in the sum of £250.00 will be required.

### 4. Cancellations

Cancellation of your wedding may incur a cancellation charge of the booking value as shown:

- 16 - 12 weeks 50%
- 12 - 8 weeks 75%
- LESS THAN 8 WEEKS 100%

In every case, if the hotel is able to re-let the rooms, the resulting revenue will be deducted from the cancellation charge.

### 5. Payment Terms

We will require 80% of the estimated account to be paid 4 weeks prior to the event. The remaining 20% to be settled 14 days after the event. If it is not paid by that time the Hotel reserves the right to charge interest of 1.5% per month of the outstanding amount.

### 6. Use of the Hotel

- i) If you are planning to bring electrical or other equipment into the Hotel e.g. amplification, lightening etc, please check with the Hotel first that it complies with all the current regulations.
- ii) Please ask the Hotel if you wish to stick things to the walls, floors and ceilings etc.

### 7. Damage

The Client agrees to take reasonable precautions not to damage not injure hotel property or staff and is responsible for the actions of his/her guests and contractors for any such damage.

### 8. General

- i) The hotel reserves the right to move a function room deemed most suitable in accordance with final numbers or if any part of the Hotel is otherwise unavailable due to events outside the hotels control
- ii) It is agreed that you are not acting on behalf of someone else.
- iii) Any equipment or item specifically requested by you will be charged to your account.
- iiii) The hotel cannot be held liable for loss of damage to any equipment. items of value whether personal or otherwise during and after use on the premises.

# The Wedding Checklist

To take the stress out of planning your wedding, allow plenty of time, at least 6 months to a year.

This list should make sure there are no last minute panics.

	Tick	Contact	Tel No	Notes
Agree your budget				
Decide date and venue				
Arrange church/venue				
Book reception				
Book evening party				
Book entertainment				
Book photographer				
Book videographer				
Book toastmaster				
Order transport				
Decide on number of guests				
Order invitations				
Choose wedding dress				
Choose Bridesmaids				
Choose Best Man and Ushers				
Order wedding cake				
Book honeymoon				
Make wedding present list				
Confirm legal arrangements				
Buy bridesmaid's dresses				
Order flowers, balloons etc				
Choose wedding rings				
Send out invitations				
Arrange hen/stag night				
Check passports are valid				
Choose hymns for service				
Choose presents for bridesmaids				
Confirm travel arrangements				
Arrange men's suit hire				
Confirm numbers with caterers				
Make beauty appointments				
Confirm car hire, photographers etc				
Final wedding dress fitting				
Talk through hairstyle with hairdresser				
Start packing for honeymoon				

## ORANGEMENTS<sup>o</sup> THE BAND SHOP

We have a full array of special acts and artists at our disposal as a supplement to your evening's activities or as the main event. All are high quality, creative and professionally trained and can easily be incorporated into any of our themed evenings, activity or event.

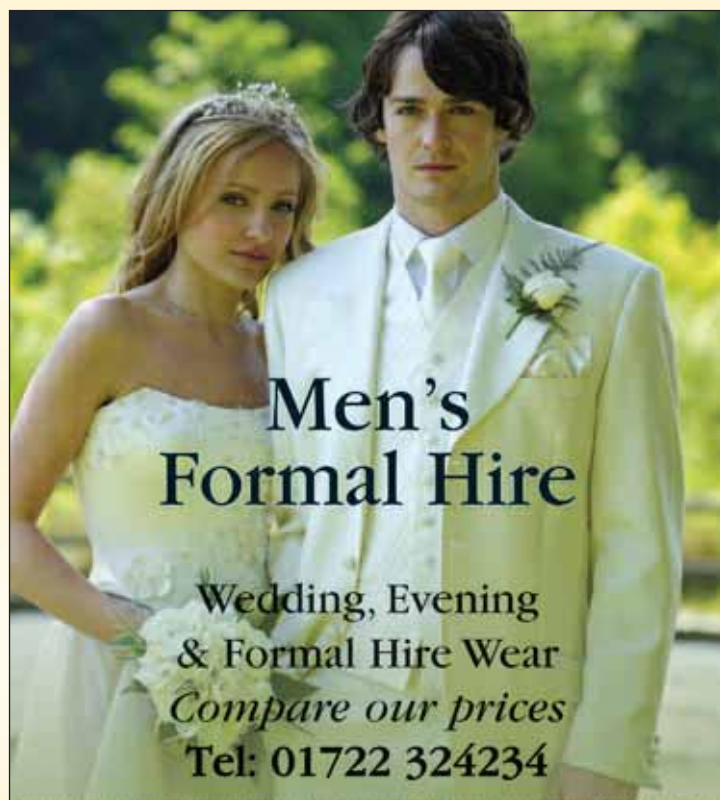
**THEATRES & FESTIVALS • COVER & SHOW BANDS**  
**CORPORATE SERVICES • COMEDY & MAGICIANS**  
**TRIBUTE BANDS • CLASSICAL JAZZ SWING BANDS**  
**FOLK CEILIDH SALSA • LATIN BANDS • DISCOS**

With so many bands and acts available to you from Orangements you'll easily find what you are looking for!

For more information call us on: **0845 8333663**  
 or visit our website: [www.orangements.com](http://www.orangements.com)

Orangements Limited,  
 Tango Towers, Beaumont Business Park,  
 Woodlands Road, Mere, Wiltshire BA12 6BT

Email: [info@orangements.com](mailto:info@orangements.com)



## Men's Formal Hire

Wedding, Evening  
 & Formal Hire Wear  
*Compare our prices*  
 Tel: 01722 324234



### CHAS BAKER

CLASSIC & CONTEMPORARY MENSWEAR SINCE 1902

MILFORD STREET, SALISBURY, WILTSHIRE SP1 2AL

[www.salisbury-suit-hire.com](http://www.salisbury-suit-hire.com)

*Your wedding day is special...*



*...don't miss a moment!*

**EXPRESSIONS**  
 DIGITAL  
 PHOTOGRAPHY

CONTACT: Ian Kebby

[www.expressionsdp.com](http://www.expressionsdp.com)

[info@expressionsdp.com](mailto:info@expressionsdp.com)

07933372406

# PARTY SEASONS

All you need for that party, celebration or special event including:

- Party Ware & Children's Themed Party Ware
- Balloons, Banners, Bunting & Balloon Gas Cylinder Hire
  - Balloon decorating at the venue
- Costumes, Wigs, Hats & 100's of Dress-up accessories.
  - Stag and Hen Giggles
  - Games and Party Favours
- Wedding, Anniversary, Birthday & Baptism Accessories
- Seasonal Lines from New Year through to Christmas
  - Delivery Service, Mail Order, Quotations and Order Discounts

## PARTY SEASONS

2 Priory Square, The Maltings,  
Salisbury, Wiltshire SP2 7TL

Tel: 01722 416013

email: [enquiries@partyseasons.co.uk](mailto:enquiries@partyseasons.co.uk)

[www.partyseasons.co.uk](http://www.partyseasons.co.uk)

**MAKING THE MOST OF ANY OCCASION**



[www.evadi.co.uk](http://www.evadi.co.uk)

evadi beauty & spa treatments

At evadi our team of highly trained therapists offer a wide range of treatments to help you look and feel your best on your wedding day.

Relax and enjoy being pampered to enhance your special occasion.

- Manicures and Pedicures
- Wedding Make-up
- Nail Extensions
- St Tropez Tanning
- Facials
- Massage and Alternative Therapies

Gift Vouchers Available

01722 337632

[enquiries@evadi.co.uk](mailto:enquiries@evadi.co.uk)



20 Winchester Street  
Salisbury, Wiltshire SP1 1HG

# Beverley's

*Creative Cakes*



Extensive Choice of Home-made Cakes including Special Diets  
Personally Created For Your Special Day

Samples By Request

Email: [beverley.barter@btinternet.com](mailto:beverley.barter@btinternet.com) [www.beverleyscreativecakes.com](http://www.beverleyscreativecakes.com)

53 The Borough, Downton, Salisbury, Wiltshire SP5 3LX

Tel / Fax: 01725 513758

# S&N

## Scottish & Newcastle UK

Delighted to be associated with and supply  
The Best Western Red Lion Hotel

Scottish & Newcastle UK Limited  
Unit 11, Poplar Way East  
Cabot Park  
Avonmouth BS11 0YH  
Tel: 0845 878 7073  
[www.scottish-newcastle.com](http://www.scottish-newcastle.com)





We don't believe in giving half measures



Spirits

Wines

Beers

Soft Drinks



Pleased to supply the Best Western Red Lion Hotel

Tel: 0870 6000640  
www.matthewclark.co.uk

**CATERERS**

Glendale Farm  
Southampton Road  
White Parish  
Wiltshire  
SP5 2QW

*Catering Butchers*

Are Happy To Supply  
The Best Western  
Red Lion Hotel

Telephone  
01794 885942

**Quality Assured**



*The Diligent Frog Ltd.*

*Speciality Food Supplier*



*Delighted to be associated with  
The Best Western  
Red Lion Hotel*



**Tel: 01722 500938**

42 Heath Road • Salisbury • Wiltshire • SP2 9JX

**WIMBORNE**  
— **Cooking**  **ils** —

Tel: 01258 858088 | Fax: 01258 858088 | email: info@wimbornecookingils.com

Supplier of good quality cooking oils, everyday consumables and cleaning products to the catering industry at very competitive prices, we are a small friendly company, we care about our customers needs and value their custom, we are proud of our good reputation and the reliable service we provide.

Do you have a problem disposing of your waste cooking oil?  
Waste oil is recycled, to be used in the production of Bio Diesel, we cover the Area of Dorset, The New Forest and Wiltshire; Call us today, you won't be disappointed.

Henbury Stud Farm, Sturminster Marshall, Wimborne, Dorset BH21 3RN



**THE RED LION HOTEL**



Would like to thank all of the sponsors and advertisers on the brochure for all of their assistance and support in helping to produce and make this brochure a success.

May your Wedding Day be all you dream of...  
...and more



Paragon, the producers of this Wedding Brochure, would like to take this opportunity to congratulate you on your forthcoming wedding and wish you every success for your future together. We would also like to thank all advertisers for their support of this publication.

**PARAGON**  
*"Model of Excellence"*

7 Grosvenor Street, Blackpool, Lancs FY1 3DX Tel: 01253 622233 Fax: 01253 622244



# THE RED LION HOTEL

Milford Street, Salisbury, Wiltshire SP1 2AN

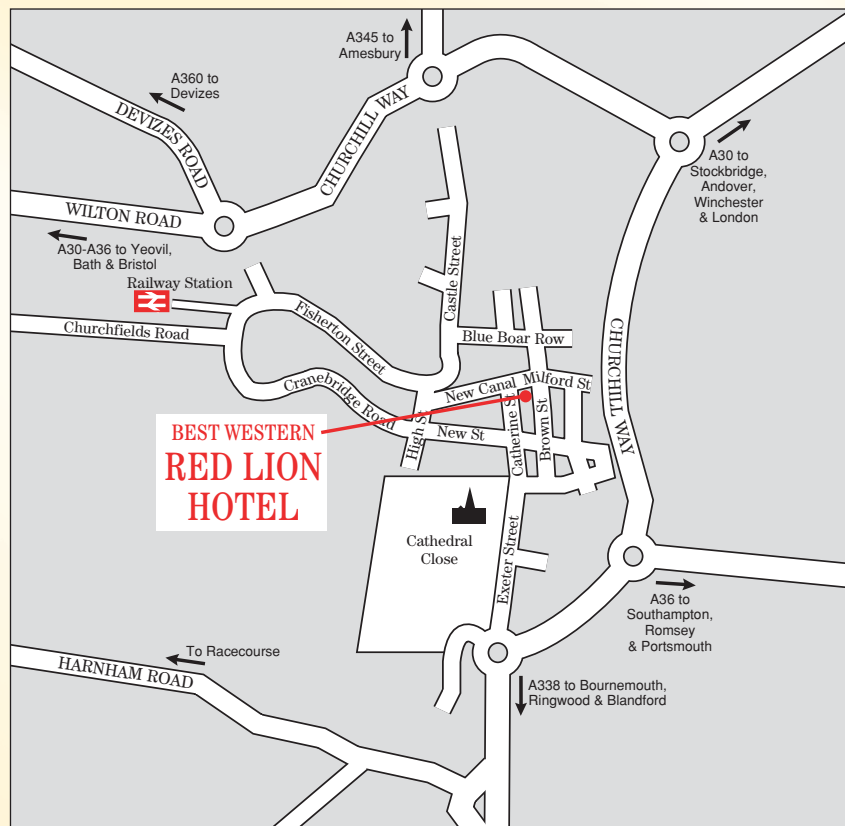
Tel: 01722 323334 Fax: 01722 325756

Email: [reception@the-redlion.co.uk](mailto:reception@the-redlion.co.uk) Website: [www.the-redlion.co.uk](http://www.the-redlion.co.uk)



AA  
Rosette  
Award

## HOW TO FIND US



Compiled and published by

**PARAGON**

*"Model of Excellence"*

7 Grosvenor Street, Blackpool, Lancs FY1 3DX

Tel.: 01253 622233 Fax: 01253 622244