

Beautiful Weddings
at
The Plough Inn



'The Perfect Venue For The Perfect Day'

Wedding Brochure

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WELCOME TO THE PLOUGH INN

On behalf of the management and the staff at The Plough Inn we would like to congratulate you on your forthcoming wedding and extend to you our best wishes for the future.

The Plough Inn is set in the quaint village of Stoke Lacy 4 miles south west of Bromyard and 10 miles north east of Hereford.

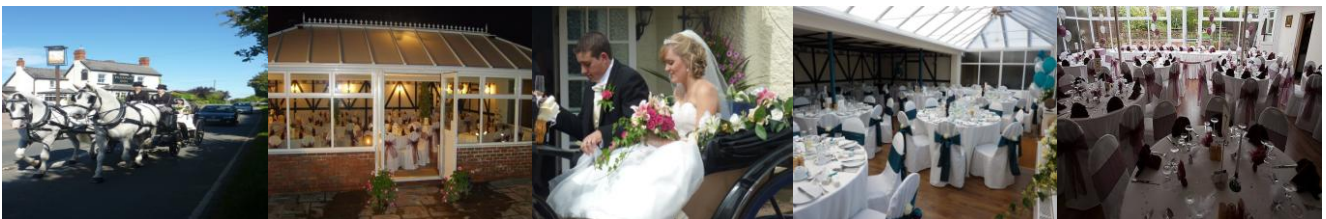
Hosting a wedding is a huge responsibility and our team at The Plough Inn is perfectly placed to look after every aspect of your big day. We treat every wedding as an individual occasion that should be cherished.

From the formal to the informal, from the small and intimate, to the larger and extravagant – we can do it.

All you need to do is to relax and enjoy yourselves in the comfort of The Plough Inn.

Our friendly experienced staff at The Plough Inn will discuss and give professional and personal guidance to ensure that all expectations for your perfect wedding are met. We can promise you a memorable day to treasure forever.

For formal weddings breakfasts our garden room will accommodate up to 100 people, alternatively we can cater for up to 150 for an informal reception. For evening receptions we can cater up to 250 people.



For small intimate weddings of 30 or less we can offer you the restaurant.



WEDDING BREAKFAST SAMPLE MENU

The wedding breakfast menus are tailor made to each wedding and start at £20.00 a head. The price includes all waiting staff, linen ivory table clothes and paper napkins. (Linen napkins are available at extra cost – please see additions.) All prices are inclusive of VAT.

We have a selection of meals especially designed for any children in your party. Vegetarian options are also available and should any member of your party have any specific dietary requirements due to health, religion or allergies then these can also be catered for.

If there are any dishes that you would like that do not appear on our menu our chef will be more than happy to create something just for you.

Our staff will be in close attendance during the day to ensure good service to your guests.

Sample menus are over the page; simply choose how many courses you would prefer, whether it is three courses or two. Then you have the choice of three starters, three main courses and three desserts, for your guests to choose from on the day.

Three courses would be £25.00 per head including coffee, two courses chosen from this menu would be £20.00 per head not including coffee.



The Plough Inn, Stoke Lacy, Bromyard, Herefordshire, HR7 4HG
Telephone: (01885) 490658

Starters

Home - Made Soup
Broccoli and Stilton
Leek and Potato
French Onion
Carrot and Coriander
Vegetable
Chicken Liver Parfait
Smooth Chicken Liver Pate Served with Toast
Chicken, Bacon and Brie Salad
Dressed with French Dressing
Home - Made Fish Cakes
Served with Sweet Chilli Sauce
Caramelised Onion and Goats Cheese Tart
Creamy Garlic Mushrooms
Confit of Duck
Served on Red Cabbage and a Red Wine Sauce

Main Courses

Roast Beef with all the Trimmings
Salmon with a Wild Mushroom Sauce
Chicken Stuffed with Garlic Mushrooms Served with White Wine Sauce
Vegetable, Stilton and Walnut Tart
Lamb Shank slow cooked in Red Wine and Mint
Pork Loin with Apple and Sage Gravy
Mushroom Nut Roast
Trio of Cold Meats and Salad

Desserts

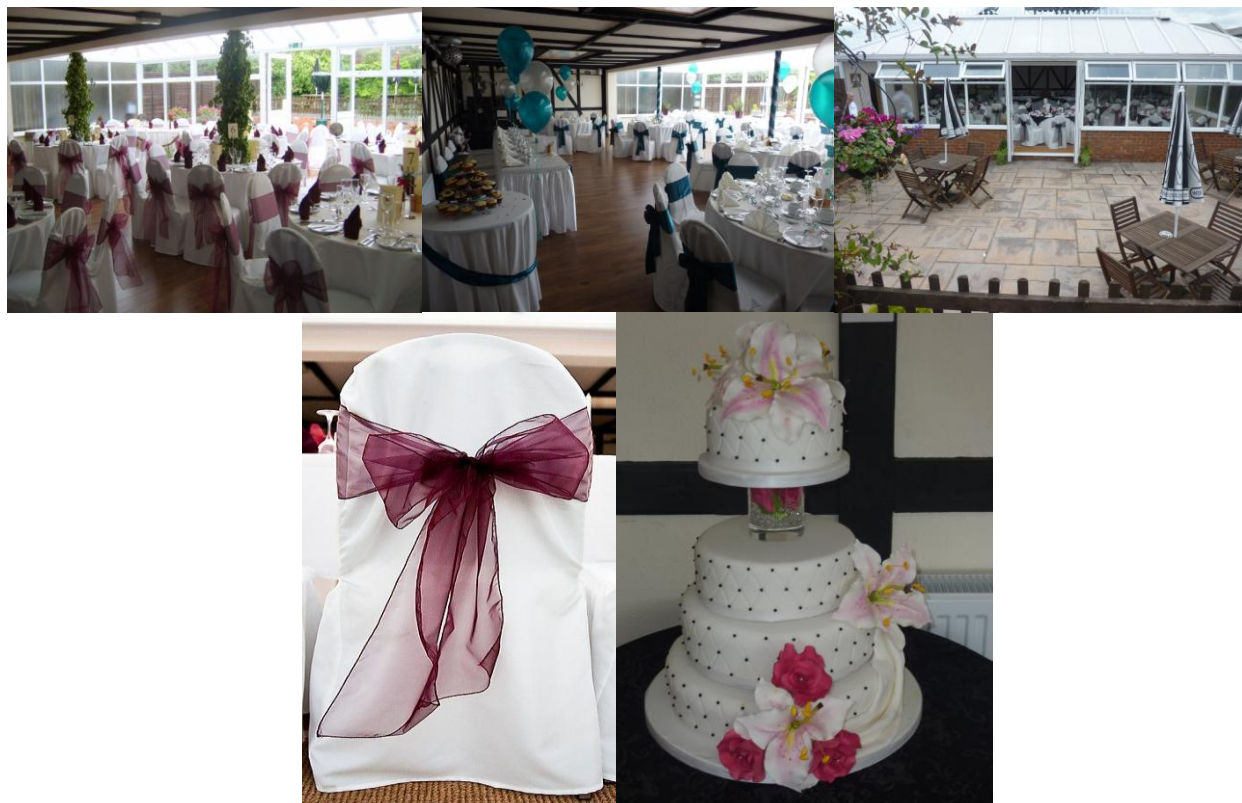
Crème Brule
Chocolate and Banana Bread and Butter Pudding
Bannoffee Pie
White Chocolate Cheesecake
Chocolate Orange Slice
Lemon Tart
Strawberries and Cream (seasonal)
Poached Pear in Cinnamon and Red Wine

Coffee or Tea

ADDITIONS

To supplement your special day the following optional additions are available.

- Coloured napkins and chair bows to complement your wedding colours as shown below - other colours are available



- Linen Napkins - colours in stock £0.50 each; colours brought in £1.50 each
- Chair Covers Ivory - £2.50 each including organza sashes:
- Organza sashes - colours in stock included above; colours brought in £1.50 each
- Canapés small selection - £6.00 per head
- Canapé full selection - £9.00 per head
- After dinner cheese board (A platter of local and continental cheese served with fruits and celery) - £5.75 per head
- Cheese board (as above) with a glass of port or brandy - £7.75 per head
- Sorbet course - £4.50 per head
- Unlimited tea and coffee throughout the day - £5.00 per head
- Drinks packages (see over page)

DRINKS

We also have an extensive wine list with wine prices starting from £12.95 per bottle, sparkling wine from £15.95 per bottle and champagne from £26.95 per bottle. We offer a corkage facility at £7.00 per bottle of wine and £10.00 per bottle of champagne if preferred.

BY THE GLASS

Pimm's / Sherry / Punch £2.80
Glass of House Red or White Wine £3.30 per glass
Champagne £5.00 per glass
Sparkling Wine £3.00 per glass
½ Glass of Sparkling Wine £2.00
Orange Juice £1.50 per glass
Lemonade £1.50 per glass
Sparkling Apple £2.00 per glass

DRINKS PACKAGES

Drinks A per head £11.50
One Glass of Sherry or Fruit Punch Served on Arrival
Two Glasses of House Red or White put on the Table with the Meal
One Glass of Sparkling Wine Served for the Toast

Drinks B per head £12.50
One Glass of Pimm's Served on Arrival
Two Glasses of Chardonnay or Pinotage put on the Table with the Meal
One glass of sparkling wine served for the toasts

Drinks C per head £15.00
One Glass of Pimm's or Bucks Fizz Served on Arrival
Two Glasses of Chardonnay or Rioja
One Glass of Champagne

Children's / Non - Alcoholic Drinks D per head £5.50
One Glass of Orange Juice
Two Glasses of Lemonade
One Glass of Sparkling Apple

BUFFET SAMPLE MENU

The Buffet looks spectacular and offers a wide choice to suit the varied tastes that often cause a headache when choosing menus for large groups.

If there are any dishes that you would like that do not appear on our menu our chef will be more than happy to create something just for you.

Our staff will be in close attendance during the day to ensure good service to your guests.

Simply choose how many courses you would prefer whether it be three courses, two courses or just the buffet. Choose three starters and/or three desserts and add to your chosen main course buffet option overleaf.



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BUFFET MAIN MENU

Finger Buffet for £6.00 to Include:

*Crisps
Sausages
Sausage Rolls
Cheese and Pineapple
Sandwiches: Beef, Egg, Cheese, Tuna and Ham
Quiche*

Finger Buffet for £9.00 to Include:

*Sandwiches: Beef, Egg, Cheese, Tuna and Ham
Spicy Chicken Pieces
Sausages
Sausage Rolls
Cheese and Pineapple
Quiche
Vol au Vents
A Selection of Pizza Slices
Gala Pie
Crisps and Nuts*

Knife and Fork Buffet for £12.00 to Include:

*Beef
Ham
Pasta Salads
Rice Salads
Coleslaw
Green Salad
Spicy Chicken Pieces
Bread
Potato Salad
New Potatoes or ½ Jacket Potatoes
Sausages
Sausage Rolls
Cheese and Pineapple
Quiche
Vol au Vents*

Knife and Fork Buffet for £15.00 to Include:

*All the items on the £12.00 buffet
Chicken Wontons
Dressed Salmon*

Vegetarian alternatives also available

WEDDING ETIQUETTE

THE TOP TABLE



The information below is based on standard Wedding Etiquette but is only a guide and can be tailored to suit your specific requirements.

Chief Bridesmaid	Groom's Father	Bride's Mother	Groom	Bride	Bride's Father	Groom's Mother	Best Man
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At the reception the usual line up waiting to greet the guests is as follows:

Bride's Parents > Bridegroom's Parents > Bride & Bridegroom >
Bridesmaids > Best Man

The line up ensures that both families have the opportunity to speak to all the guests. Conversation should be kept to a polite minimum to prevent a long queue.

TOAST & SPEECHES

1. The Bride and Bridegroom cut the cake
2. Toast to the Bride and Bridegroom - usually proposed by the Bride's Father, or a close relative or friend of the family
3. Toast to the Bridesmaid(s) - always proposed by the Bridegroom, following his response to the first toast
4. Toast to the parents, reading of telegrams and a selection of messages from cards – always proposed by the Best Man after his response to the Bridegroom's speech, on behalf of the Bridesmaid(s)

EVENING RECEPTION

To continue celebrating into the evening we can provide your guests with a sit down meal or a buffet for which we offer a range of menus (see sample wedding breakfast menu or sample buffet menu)

We can also book a D.J. on your behalf.

If you wish to have something a bit different, how about a pig roast. This is charged at £500.00 for 100 people or less and £5.00 per head every head over 100 people, which includes the pig, bread rolls, apple sauce and stuffing. Minimum of 100 people, maximum of 250 people.

We also have a large patio area and garden that can be enjoyed into the evening.



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GALLERY



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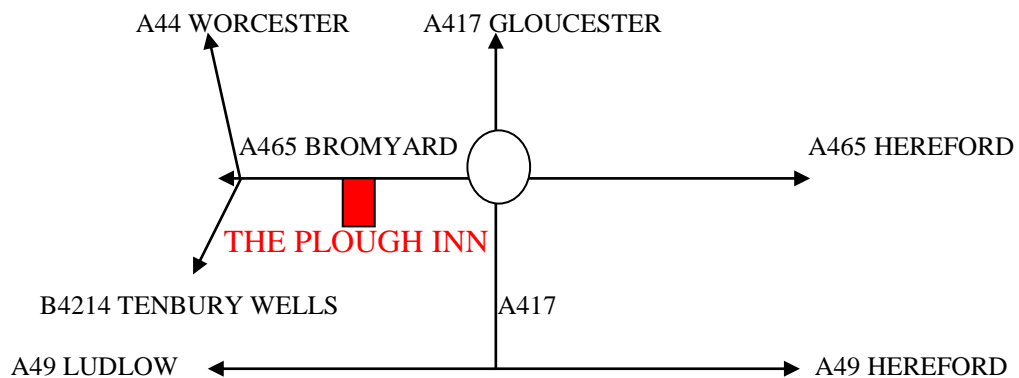
LOCATION

The Plough Inn is situated in the small village of Stoke Lacy, a peaceful and rural area of Herefordshire.

The Plough Inn at Stoke Lacy is just 4 miles south west of Bromyard and 10 miles north east of Hereford.



*THE PLOUGH INN, STOKE LACY, BROMYARD,
HEREFORDSHIRE. HR7 4HG.*



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TERMS & CONDITIONS

All bookings made at The Plough Inn shall be subject to the terms and conditions below.

DEPOSIT

Provisional bookings can only be held for 14 days. Booking can only be confirmed upon receipt of a signed booking form and non-refundable deposit of £250.00 for evening reception only and £500.00 for wedding breakfast and evening reception. Payments by cheque should be made payable to The Plough Inn.

NUMBERS

Provisional numbers are required at the time of booking. The number of children to be included in the wedding party must also be agreed at this time. Final numbers are required 30 days prior to the date of your reception and will be the basis of calculation for the total cost of the day irrespective of the actual numbers of guests attending, unless the number should increase.

PAYMENT

The full anticipated revenue for your day is payable 30 days prior to your wedding day. Cheques made payable to The Plough Inn. Any additional items leading up to and including the day will be invoiced to you after your reception. Payment of this invoice is strictly 14 days after the receipt of the invoice.

CANCELLATION & POSTPONEMENT

Cancellation of provisional or confirmed booking must be given in writing and is subject to the costs calculated on the following basis:

- One to three months prior 75% of package
- One month or less 100% of package

The Plough Inn may only cancel if:

- Any part of The Plough Inn is closed or unavailable due to events beyond our control

ETIQUETTE & CONTROLS

All evening receptions are to end at 1:30am. If you have engaged a band or a disco this must finish at 1am. The bar will close at 1:30am and the evening reception must close at 2am. The garden is not to be used after 12midnight.

The Plough Inn reserves the right to judge acceptable levels of noise and behaviour of guests. We must ask that children are supervised at all times and kept to the vicinity of the main party. In the event of failure to comply with management requests, The Plough Inn may terminate the booking or stop any event without being liable for any refund or compensation.

If you wish to use a disco or have a live band performing at the party you must advise us of your intentions.

We ask that your guests leave the premises as quietly and quickly as possible to avoid disturbing neighbouring residents.

LIABILITY

The Plough Inn accepts no liability for items lost, stolen or damaged whilst on the premises.

Any damage caused by any member of your wedding party will leave the persons who signed the terms and conditions liable to pay for any damages caused.

BOOKING FORM

Date of wedding: _____

Full name of Bride: _____

Full name of Groom: _____

Name of Organiser: _____

Contact Details:

Address: _____

Telephone: _____

Mobile: _____

Email: _____

	Wedding Breakfast	Evening Reception
Number of Guests:		

Evening Reception Only - A non refundable deposit of £150.00 and a signed booking form are required to guarantee your reservation

Wedding Breakfast & Evening Reception - A non refundable deposit of £250.00 and a signed booking form are required to guarantee your reservation

We have read and agree to the terms and conditions of The Plough Inn

Bride:		Groom:	
Date:		Date:	

Please complete and return with your deposit to the Events Co-ordinator and the address below.

4- 6 MONTHS

- SCHEDULE FITTINGS FOR CUSTOM MADE BRIDESMAIDS GOWNS
- FINALISE AN A AND B LIST OF GUESTS
- SELECT AND ORDER INVITATIONS AND OTHER WEDDING STATIONERY
- ARRANGE ACCOMMODATIONS FOR OUT OF TOWN GUESTS
- BUY SHOES, LINGERIE AND ACCESSORIES FOR THE BRIDE
- BUY SHOES AND ACCESSORIES FOR THE BRIDESMAIDS
- READING OF WEDDING BANDS

2 – 4 MONTHS

- SELECT AND ORDER DECORATIONS
- PURCHASE HONEYMOON ATTIRE AND LUGGAGE
- START ADDRESSING YOUR INVITATIONS
- HAVE ANY NEEDED VACCINATIONS
- GO ON TRIALS AND BOOK WEDDING DAY HAIR AND MAKE UP NAILS SPA DAY. BRING HEADPIECE
- SEND OUT INVITATIONS
- OBTAIN MARRIAGE LICENCE
- SELECT CEREMONY READERS

6 – 8 WEEKS

- MAINTAIN A RECORD OF RSVP'S AND EARLY WEDDING GIFTS
- PURCHASE ALL CEREMONY AND RECEPTION ACCESSORIES, GUEST BOOK, TOASTING GLASSES, GARTER, RING PILLOW, ETC
- SELECT YOUR SOMETHING OLD, NEW, BORROWED, BLUE

2 – 6 WEEKS

- GO ON HEN AND STAG DO
- HAVE FINAL FITTING BRIDE
- HAVE FINAL FITTING BRIDESMAIDS
- FINALISE ALL FOOD AND BEVERAGES FOR THE WEDDING
- FINALISE ALL CEREMONY DETAILS
- FINALISE ALL REHEARSAL ARRANGEMENTS
- FINALISE ALL FLORAL ARRANGEMENT
- MAKE A WEDDING DAY ITINERARY
- DECIDE ORDER OF RECEIVING LINE AND HEAD TABLE SETTING

- CONTACT GUEST THAT HAVEN'T REPLIED
- PICK UP WEDDING RINGS
- GIVE PHOTOGRAPHER A PHOTO CHECKLIST
- GET FOREIGN CURRENCY
- WEAR IN WEDDING SHOES
- VISIT RECEPTION SITE FOR FLOOR PLAN DO SEATING PLAN
- MAKE OR BUY ORDER OF SERVICE
- MAKE OR BUY ORDER OF THE DAY
- MAKE OR BUY NAME PLACES
- MAKE OR BUY MENU'S TO GO ON THE TABLES
- MAKE OR BUY TABLE NAMES
- GIVE MUSICIANS A LIST OF YOUR MUSIC SELECTION
- PICK UP HONEYMOON TICKETS
- DECIDE ON FIRST DANCE AND MUSIC
- DETERMINE VIP SEATING FOR CEREMONY SEATING

1 WEEK

- NAILS
- GIVE RECEPTION VENUE FINAL TALLY OF GUESTS
- PACK FOR YOUR HONEYMOON
- ARRANGE MAIL COLLECTION WHILE YOU ARE ON HONEYMOON
- SPA DAY

DAY BEFORE

- DROP ALL WEDDING ACCESSORIES AND DÉCOR OFF AT CEREMONY AND RECEPTION SITES
- MAKE SURE YOU BRING ALL GIFTS THAT WILL BE HANDED OUT
- MAKE SURE YOU HAVE ALL FINAL PAYMENTS IN ENVELOPES FOR WEDDING DAY
- PACK OVER NIGHT BAG
- MAKE SURE WEDDING PARTY HAS THEIR ITINERARY
- MAKE SURE MEN HAVE BLACK SOCKS
- GO TO REHEARSAL
- REVIEW VIP SEATING WITH USHERS AT CEREMONY LOCATION

WEDDING DAY

- MOST OF THE DETAILS WILL BE ON THE WEDDING DAY ITINERARY
- EAT BREAKFAST
- PACK ANYTHING REMAINING ON YOUR TO BRING LIST IN CARS
- MAKE SURE BEST MAN HAS THE RINGS
- PUT ENGAGEMENT RING ON RIGHT HAND
- USE WEDDING ITINERARY TO GET YOU THOUGH THE DAY

WEDDING DAY ITINERARY

TASK	TIME
• HAIR APPOINTMENT	
• MAKE UP APPOINTMENT	
• BRIDESMAIDS ARRIVE	
• ARRIVAL OF FLOWERS FOR BRIDAL PARTY	
• GET DRESSED	
• ARRIVAL OF PHOTOGRAPHER PHOTO SESSION BEGINS	
• TRANSPORT ARRIVES	
• LEAVE FOR CEREMONY	
• USHERS ARRIVE TO SEAT GUESTS	
• GROOM AND BEST MAN GET DRESSED	
• GROOM AND BEST MAN ARRIVE AT THE CEREMONY	
• PARENTS OF THE GROOM ARRIVE AT THE CEREMONY	
• PHOTOS AT THE CEREMONY	
• BRIDES MOTHER AND THE BRIDESMAIDS ARRIVE AT THE CEREMONY	
• BRIDE AND FATHER OF THE BRIDE ARRIVE AT THE CEREMONY	
• MOTHER OF THE BRIDE IS SEATED BY USHER	
• BRIDESMAIDS WALK DOWN THE AISLE	
• BRIDE AND FATHER OF THE BRIDE WALK DOWN THE AISLE	

EXAMPLE ORDER OF THE DAY

- MARRIAGE 12:30PM
- BELLS RING AND PHOTOS AT THE CEREMONY 1:30PM
- ARRIVE AT THE RECEPTION (CONSIDER DISTANCE TO TRAVEL) 2:00PM
- DRINKS AND CANAPES, PHOTOS OF THE ROOM AND GUESTS 2:00PM – 2:45PM
- LINE UP TO GREET THE GUESTS 2:45PM
- WEDDING BREAKFAST 3:15PM
- CUTTING OF THE CAKE, TOASTS AND SPEECHES 5:30PM
- COFFEE IS SERVED, MOVE THROUGH IN THE LOUNGE 6:00PM
- PREPARATIONS MADE FOR EVENING RECEPTION 6:30PM
- EVENING GUESTS START TO ARRIVE 7:00PM
- CUTTING OF THE CAKE AND FIRST DANCE 8:30PM
- EVENING BUFFET IS SERVED, CAKE IS CUT UP AND PUT WITH THE BUFFET 9:30PM
- DISCO FINISHES 1.00AM
- LAST ORDERS AT THE BAR

FINAL CHECK LIST & CONTACT NAMES

Wedding Date: _____
 Wedding Time: _____
 Wedding Theme: _____
 Number for Wedding Breakfast: Adults: _____ Children: _____
 Special Dietary Requirements: _____
 Numbers for Evening Reception: Adults: _____ Children: _____
 Special Dietary Requirements: _____
 Time of Evening Reception: _____

WHAT	NAME	TELL	DONE
• CEREMONY			
• RECEPTION DAY			
• RECEPTION EVENING			
• TRANSPORT			
• PHOTOGRAPHER			
• VIDEO			
• FLORIST			
• WEDDING GIFT LIST			
• FIRST NIGHT STAY			
• WEDDING CAKE			
• HONEYMOON			
• ACCOMMODATION FOR GUESTS			
• DECORATIONS			
• ENTERTAINMENT DAY			
• ENTERTAINMENT NIGHT			

<ul style="list-style-type: none"> • SUIT HIRE • RINGS • INVITATIONS • NAME CARDS • TABLE NAMES • SEATING PLAN • ORDER OF THE DAY • ORDER OF SERVICE • MENUS • SEND OUT INVITATIONS • CALL GUEST THAT DO NOT REPLY • WEDDING DRESS • BRIDESMAIDS DRESSES • ATTENDANCE GIFTS – MAID OF HORNER • BRIDESMAIDS • BEST MAN • PAGE BOYS • USHERS • MOTHER OF THE BRIDE • MOTHER OF THE GROOM • FATHER OF THE BRIDE • FATHER OF THE GROOM 			
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<ul style="list-style-type: none"> • HELPERS • READERS FOR THE CEREMONY • HAIR • MAKE UP • NAILS • PEDICURE • SPA • SOMETHING OLD, NEW, BORROWED AND BLUE • HEN PARTY • STAG PARTY • REHEARSAL • GUEST BOOK AND PEN 			
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Guest Name(s): _____
Address: _____

Number Invited: _____
Number Attending: _____
Seat/Table Assigned: Yes No
Gift Received: _____

Thank-you Sent: Yes No

Guest Name(s): _____
Address: _____

Number Invited: _____
Number Attending: _____
Seat/Table Assigned: Yes No
Gift Received: _____

Thank-you Sent: Yes No

Guest Name(s): _____
Address: _____

Number Invited: _____
Number Attending: _____
Seat/Table Assigned: Yes No
Gift Received: _____

Thank-you Sent: Yes No



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10/2010