

# *Weddings at Hadley*



*perfect day*



# Welcome

**Hadley Park House Hotel is an elegant Georgian Manor house that despite being conveniently located in Telford, remains hidden away from the hustle and bustle of everyday life.**

**Hadley Park House Hotel remains a favourite venue for couples looking to celebrate weddings, Civil Ceremonies, Civil Partnerships, Receptions and Naming Day Ceremonies.**

Our experienced and professional team are dedicated to making your special day a memorable day for you and your guests.

The hotel is set within 2 acres of landscaped grounds which provide the perfect backdrop for those all important photographs.

Food is a focal point for any celebration and our award-winning chef creates exciting and delicious menus using locally sourced ingredients, for you and your guests to enjoy.

Hadley Park House Hotel is consistently recognised in receipt of certificate of excellence by Trip Advisor'.

We hope to welcome you soon.

*perfect day*

## What makes us different?



- ◆ Experienced Wedding Co-ordinators to guide you through every stage
- ◆ On the day, a Toastmaster to co-ordinate your wedding celebration
- ◆ Finishing touches such as red carpet, table decorations, candles, cake stand and knife
- ◆ Landscaped grounds for wedding photography – and indoor space in case the weather is unkind!
- ◆ Choice of elegant rooms for up to 140 (sit down) and 200 (buffet)
- ◆ Creative and exciting menus, with the opportunity for up to 4 people to taste the menu selection of your choice (at a subsidised rate)
- ◆ Flexibility to create a bespoke wedding – just for you!
- ◆ Bedrooms for you and your guests ... includes four poster suites and a Jacuzzi suite
- ◆ Central location, yet with a rural country feel
- ◆ Yours will be the only wedding on the day
- ◆ Elegant Georgian Manor House dating back to the 18th century
- ◆ We host Receptions, Civil Ceremonies and Civil partnerships
- ◆ Years of experience and reputation for high quality weddings
- ◆ Pre wedding taster menu available for up to 4 people at a subsidised cost

Photography supplied by: Martin Weaver, Steve Ford and Craig Holmes





# Your perfect

## **The Mulliner Suite**

Licensed for Civil Ceremonies and Partnerships, The Mulliner Suite seats up to 140 for a Wedding Breakfast and 200 for an evening buffet reception. Attached to the main house, yet completely self-contained with its own entrance and bar, the room has been carefully and sympathetically designed to emulate the charm and character of the main house. It may be a larger room, but with clever seating arrangements it never feels too big or too small.

## **Conservatory**

Our charming Conservatory can be used for daytime wedding breakfasts for up to 85 people. Our conservatory is available until 6pm, thereafter we ask our guests to vacate and make their way to the Mulliner Suite to enjoy the evening reception. It is also licensed for Civil Ceremonies/Partnerships. Regarding the use of the Mulliner Suite for the evening reception when the conservatory has been used during the day, time restrictions may apply. A marquee sited

within our tranquil grounds is recommended if your guest list is going to exceed 200. This would incur an additional cost.

## **Smaller Rooms**

If you are planning a more intimate occasion, we have smaller lounges for up to 16 people.

## **Executive Wedding Package**

Celebrate in style with reception drinks, canapés, starter, champagne sorbet, main course, dessert, cheese and tea/coffee and truffles – all with a half bottle of wine per person from our house selection and a glass of champagne for the toast!

## **Bespoke Celebration Packages**

Our bespoke all-inclusive packages are perfect if you're working to a particular budget, or would simply prefer to take the hassle out of organising 'the big day' as they include the venue, food, drinks, cake, chair covers and photographer! These have been popular for smaller weddings or Civil



Partnerships or for those looking to celebrate midweek, on a Sunday or at weekends during the Winter. Please ask us for a brochure. There is a host of other extras that can be added for a supplementary cost.

**Exclusive Use**

For a truly intimate occasion we can offer exclusive use of the venue. Please ask for more information. This comes with a premium.

**Civil Ceremonies**

Both The Mulliner Suite and Conservatory are licensed to hold Civil Marriage, Civil Partnership and Naming Day ceremonies. Music for the ceremony is to be provided by the Bride & Groom, Our Wedding Co-ordinator can help you with your choices.

**Planning your date**

Once you have decided upon the date, you will need to contact the registry office directly to register the marriage and

to book your date and time.

You will find the local office in Wellington:  
Civic & Leisure Centre, Tan Bank, Wellington, TF1 1LX  
Telephone: 01952 382444

**Minimum / Maximum Numbers**

On Saturdays between April 1st & October 31st, and Friday & Saturdays throughout December we have a minimum number requirement. The requirement is to provide a sit down meal from our Banqueting menu for a minimum of 65 guests, followed by an evening buffet from our buffet selection for all guests.

Minimum numbers do not apply to Fridays (except in December) or Sundays, or to Saturdays outside of these dates.

Minimum numbers will not be applied to our executive package.

All wedding receptions will be required to provide an evening buffet for their guests.

# reception perfection



## The Receiving Line

The usual line-up waiting to greet the guests is as follows: the bride's parents, followed by the bride & groom, then the bridegroom's parents and lastly the bridesmaids and the best man. This line-up ensures that both families have the opportunity to speak to all guests (but conversation should be kept to a polite minimum as the queue can become unwieldy).

## Toasts and Speeches

Usually, these take place at the end of the meal and tend to be in the following order:

1. Toast to "The bride and bridegroom" (normally proposed by the bride's father or a close relative or friend of the family).
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 the messages and cards to the guests.
4. The cake can be cut during the wedding reception before the speeches or in the evening when the guests arrive.

## Hints & Tips

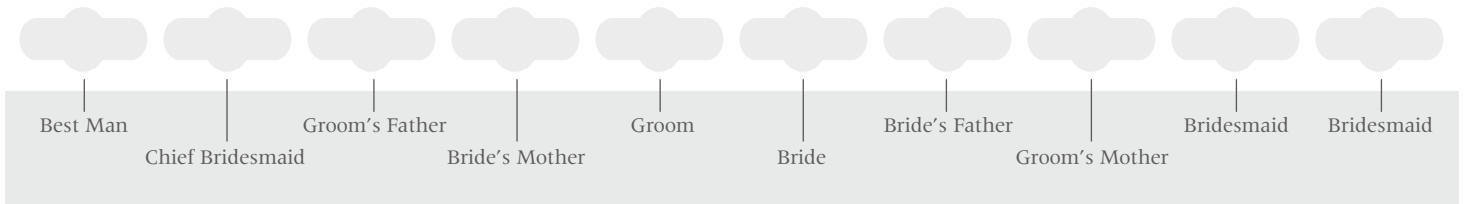
Don't forget the finishing touches!

- ◆ Wedding stationery
- ◆ Table decorations
- ◆ Table Plans
- ◆ Fireworks
- ◆ Children's entertainment
- ◆ Insurance
- ◆ Flowers and Candles
- ◆ Transport
- ◆ Balloons
- ◆ Photographer
- ◆ Chair Covers
- ◆ Videographer
- ◆ Cake
- ◆ Thank you gifts
- ◆ Music for Civil Ceremonies
- ◆ Guest book
- ◆ Music for the day – live band, DJ
- ◆ Wedding Favours

We can help with recommended suppliers.

Come along to our wedding fayre (held in Spring and Autumn) to meet with over 30 suppliers!

## Suggested Top Table Seating Plan



# accommodation



## Time to relax

Of the 22 bedrooms at Hadley Park House Hotel, there are 12 bedrooms located in the original house; all with their own distinctive features and character. They are maintained to the exact same standard as the rooms within the West Wing. As you'd expect from our Shropshire luxury hotel, all of the bedrooms have en-suite bathrooms and there's the obligatory TV and welcome hospitality tray. WiFi is also available in the rooms in case you need to connect to the outside world whilst you enjoy your hotel stay in Telford. We've invested in our hotel rooms to make them as relaxing and homely as possible. There are even a few special touches to add that little bit of luxury – including mattress toppers to ensure you get a good night's rest.

What could be more relaxing than after a heady day of celebrations than taking a short trip upstairs and climbing straight into bed? We have a choice of rooms available including four poster suites and a Jacuzzi suite. And, after a good night's rest you can continue your celebrations as you enjoy a hearty freshly cooked breakfast with your guests the next day.

**We offer favourable rates to all wedding guests and if more than 11 rooms are booked, the Bridal Suite is complimentary.**



# wedding celebration packages



**O**ur inclusive celebration packages have been put together to make planning the big day that little bit less daunting. These packages are also ideal for those of you who would consider having your Wedding on an 'off peak' day or month of the year. We have three different sizes of package to suit every budget and party.

- **Silver 25 people**
- **Gold 50 people**
- **Diamond 60 people**

**Also available for anniversaries, birthdays or any milestone.**

#### **When are these packages available?**

The Celebration packages are available Sunday to Thursday all year round. If you are looking at having your Wedding in the months of November, January, February or March then they can be used on any day of the week. Please note that Bank holiday Sundays are available but a supplement would apply.

#### **What's included?**

- Civil ceremony room hire (Registrars' fees not included)
- Red carpeted aisle runner
- Services of a dedicated wedding planner
- Chair covers and coloured sash (for daytime only)
- Drinks Reception with Buck's Fizz
- 3 course meal with coffee
- 1 glass of wine with the meal
- Cake stand and bridal knife
- White or Ivory table linen  
(coloured linen available for a supplement)
- Master of Ceremonies for the day
- One selection of services from the 'Premium Option'
- One selection of services from the 'Deluxe Option'
- Complimentary Honeymoon Suite for the night if 11 or more bedrooms are booked on the night of the Wedding



### Premium Options

- Services of professional photographer- coverage includes the Church or Civil Ceremony and Drinks Reception; a disk is provided with approx 200 images
- Disco with DJ to dance the night away!
- A chocolate fountain with attendant (will serve up to a maximum of 80 people)
- Transport for the Bride (BMW 7 Series) or for the Groom (Convertible Z4) - please see your wedding planner for the terms and conditions with this selection

### Deluxe Options

- Decorated Wedding Cake by a Professional Cake Designer
- Candy buffet with a selection of retro sweets (will serve up to a maximum of 80 people)
- The Honeymoon Suite on the wedding night (if the 11 bedrooms are not filled – see above)
- Small balloon arch, 8 table balloon clusters and exploding balloon in your choice of colour (not applicable in Silver Package)

### Additional extras

*If you would like to add extras onto these packages, such as an evening buffet, fireworks, extra wine, live entertainment, flowers or perhaps you would like more than one selection from the options above then please ask your wedding planner for more details.*

### Pricing

*Please note that the package price will be the price you pay.*

*Options are available to have further services and more guests included but will incur an additional cost.*

*Upgrades on all additional services are available by negotiation with suppliers direct.*

*All prices are available on line at: [www.hadleypark.co.uk](http://www.hadleypark.co.uk) or contact Hadley Park House Hotel on 01952 677269*



# frequently asked questions

**Q Is Hadley Park House licensed for civil ceremonies?**

**A** Yes within our conservatory and The Mulliner Suite; we are also licensed for civil partnership ceremonies, vow renewals, blessings and naming ceremonies.

**Q When should we contact the registrar to book a civil ceremony?**

**A** Once you have decided upon a date, you should contact the local registry office in Wellington (01952 382444).

**Q What is the cost to hold a civil ceremony at Hadley Park House?**

**A** We charge a fee, please ask for details.

**Q Can we have a reception at Hadley Park House if we get married in church?**

**A** Yes - with pleasure!

**Q What is the earliest time we can book a civil ceremony or reception at Hadley Park House?**

**A** 12.00pm - although depending on availability, you are welcome to arrive earlier to get ready or have drinks.

**Q What is the maximum number of guests for a civil ceremony?**

**A** 100 within our conservatory, 150 within the Mulliner Suite

**Q What is the maximum number of guests for an evening reception?**

**A** Up to 200 in The Mulliner Suite.

**Q What is the maximum number of guests for a wedding breakfast?**

**A** Up to 85 within our Conservatory, and up to 140 in The Mulliner Suite. Our conservatory is available until 6pm, when we ask guests to vacate and make their way to the Mulliner Suite to enjoy the evening reception.

**Q Do you have a minimum number requirement for guests?**

**A** This only applies on Saturdays between April 1st and October 31st, and on Fridays and Saturdays in December. We ask that you provide a sit down meal from our banqueting menu for a minimum of 65 guests followed by an evening buffet from our buffet menu for all evening guests.

**Q Does Hadley Park House have a resident DJ?**

**A** We do have a recommended resident DJ who we can book on your behalf.

**Q Can we hire our own band or DJ?**

**A** Yes we are happy to allow this as long as the entertainer has a valid PAT test certificate and public liability insurance. These documents must be produced to the hotel before the wedding day.

**Q Can we supply our own drinks?**

**A** We do allow corkage, please ask for details. However, only drink purchased from the hotel can be consumed on the premises.

**Q Can we set up an account bar?**

**A** Yes, we are happy to make arrangements.

**Q What time does the bar close?**

**A** The bar will close at 12.30am to any guests that are not resident at the hotel.

**Q Is a marquee allowed in the grounds?**

**A** Yes, we would be happy to arrange this for you at an additional cost, please ask for details.

**Q Are fireworks permitted at Hadley Park House?**

**A** Yes, provided they are set off before 10.30pm and are supplied and supervised by a reputable pyrotechnics company - we can make recommendations if required.

**Q Is overnight accommodation available?**

**A** Yes, within our 22 en-suite bedrooms. We offer a favourable rate to all wedding guests.

**Q Is the bridal suite complimentary?**

**A** Yes, if 11+ of the bedrooms are booked.

**Q Is there parking available for the guests?**

**A** Yes, free onsite parking is available



## Booking Your Wedding

You've said "I do", and decided that Hadley Park House Hotel is the venue for you. Once you've selected the date and room and made a provisional booking for your wedding you can rest assured that Hadley Park House Hotel will take pride in making your big day extra special. Just follow our simple step-by-step plan....

### Within 14 days

You will receive confirmation from us for your provisional booking. We request a non-refundable, non transferable £500 deposit to secure your booking within 14 days. After that time your booking will be released.

### After 14 days

On receipt of your non-refundable, non-transferable deposit of £500, you will be issued with a wedding contract from the hotel. At any time during the run-up to your wedding our wedding co-ordinator will be happy to assist. Simply make an appointment with them, or alternatively visit one of our wedding fayres, which are held in the Spring and Autumn.

### Second Deposit

A second non-refundable, non-transferable deposit of £1000 will be required by 31st January of the year in which you are getting married. If your wedding is booked in the same year as you intend to get married, then a first deposit of £1500 is required.

### 12 weeks before

Details of your requirements are requested and an estimate bill will be dispatched requesting 75% payment of the balance.

### 10 days before

Final payment is required.

### 72 hours before

Guaranteed final numbers required.

A copy of our full terms and conditions are provided to you with your wedding contract. We advise that you read these carefully. If you have any queries one of our wedding co-ordinators will be happy to answer any questions you may have.

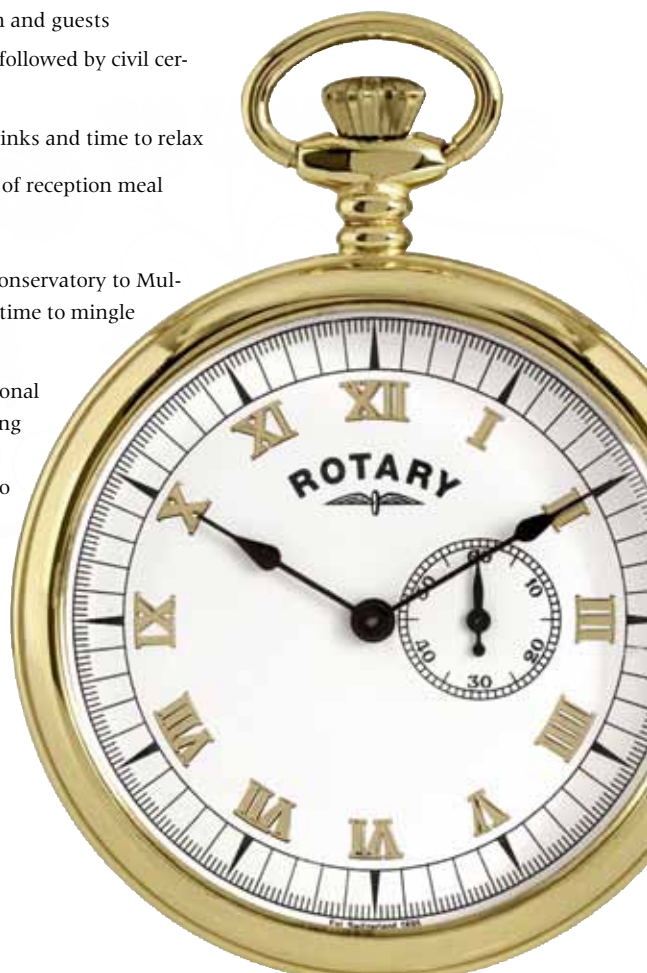
# What about timings on the day? Here are some suggestions ...

## For a Reception following a Church Ceremony followed by an Evening Party at Hadley Park House Hotel

- 1300** Ceremony
- 1345** Photographs followed by journey to Hadley Park House Hotel
- 1430** Arrival at Hadley Park House Hotel (subject to travelling time)
- 1530** Announcement of reception meal
- 1730** Speeches
- 1800** Transfer from Conservatory to Mulliner Suite - for time to mingle with guests
- 1900** Arrival of additional guests for evening party and entertainment to commence
- 2030** Buffet
- 0030** Bar closes
- 0045** Carriages

## For a Reception following a Civil Ceremony at Hadley Park House Hotel followed by an Evening Party

- 1200** Arrival of groom and guests
- 1245** Arrival of bride followed by civil ceremony
- 1330** Photographs, drinks and time to relax
- 1530** Announcement of reception meal
- 1730** Speeches
- 1800** Transfer from Conservatory to Mulliner Suite - for time to mingle with guests
- 1930** Arrival of additional guests for evening party and entertainment to commence
- 1945** Disco to commence
- 2030** Buffet
- 0030** Bar closes
- 0045** Carriages



# Directory of Recommended Wedding Services

## Entertainment

- Finesse – Music for elegant occasions page 14  
 Solid Gold – Complete wedding entertainment page 13  
 Mr Gee – Music for all occasions and lots more page 12

## Photography

- Martin Weaver – Memories to keep forever page 19

## Bridal and Special Occasion Wear

- Champagne and Roses – Designer dresses and accessories page 15  
 Renaissance – Stunning bridal and mother of the bride creations page 17

## Chocolate and Candy

- Elite Candy Carts – Roll-in the Candy Cart for an array of sweet delights page 14  
 Chocolate Temptation – The ultimate chocolate fountain experience page 16

## Wedding Stationery

- Aragon Paper and Print – Innovatively exclusive personal service page 14  
 Telford Repro – Exquisite range of wedding stationery page 12

## Chauffeur Services

- Manor Bridal Cars – Classic cars with a touch of class page 14

## Suit and Kilt Hire

- Kings Menswear – Professional and personal hire service page 16

## Event Decoration

- A. T. Harper – We transform any venue into a stunning event page 18

## Marquee Hire

- Show Systems – For a marquee with the wow factor page 16

## Flowers

- Floral Designs by Nigel Whyles – Specialist in wedding and bridal flowers page 18

## Hog Roast

- Castlemoor Farm – For a complete mouth watering hog roast service page 18

## Fireworks

- Jack Flash – An illuminating finish to your wedding day Page 13

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Our shows are marketed to fit all budgets, but whichever Show you choose you can be sure that the Display is enthusiastically planned and carried out by our small team of highly trained staff.

If your planned show is a celebration, personal milestone or corporate occasion we can advise on customising your show with set pieces, logos or specific colour combinations.

Many people just leave it to us, stand back and enjoy – the choice is yours!

Musical presentations are available with our larger Displays.

Our prices include all travelling expenses, show site assessment and full Public Liability Insurance.



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*Nikki & Andrew*

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