



MENU

Layered roasted langoustine prawns and
spiced avacado, dressed with a cucumber and
tomato olive oil dressing

Cream of leek with French bread crouton

Traditional fillet of beef wellington with a
mushroom and mushroom sauce

Rich gnocchi with truffle beans and a
rich tomato sauce, finished with
parmesan and basil

One made chocolate & hazelnut torte
rolled white chocolate and orange cream

Selection of regional cheeses, served with
assorted biscuits, celery and grapes

Coffee

Scarborough Spa CIVIL CEREMONYS

Your Wedding ... Your Day

A Typical Wedding Day at the Spa

Prior to your wedding we will be happy to take delivery of your cake, place cards, etc which will be stored securely until your wedding day.

On arrival, your guests will be greeted and asked to gather in our nostalgic Long Bar. The Duty Manager will greet the Groom and introduce him to the Registrars.

Fifteen minutes prior to the Civil Ceremony the Duty Manager will announce the guests through to the Civil Ceremony room. If the weather is favourable our Suncourt Enclosure is a superb venue choice with panoramic views of the South Bay and coastline. If the weather is inclement we have other rooms to suit your needs including the Vita Dome on the Upper Terrace with its superb South facing views.

Whilst your guests are relaxing the Duty Manager will be ready to greet the Bridal Party and escort the Bride to the Registrars. Once the Registrars are ready the Bridal Party will be taken to the rear of the Civil Ceremony room to commence the Bridal March.

During the Civil Ceremony it is recommended to have music at the following points:

- ❖ Guests gathering (music to last up to half an hour)
- ❖ Bride's entrance
- ❖ Signing of the Register (one or two tracks)
- ❖ Bride and Groom's exit

The Spa has a PA system, including microphone and CD player, available for this, but we do ask that you supply your own music tracks. Alternatively you could hire live musicians, which we can help arrange for you.

Straight after the Civil Ceremony why not try one of our delightful cocktails from our Wedding Drinks Packages, which can be served out on the Terrace or in the Suncourt Enclosure if the weather permits.

After approximately one hour for photographs, our Duty Manager can take on the role of Master of Ceremonies for you by organising your wedding line up, announcing the Bride and Groom into the Wedding Breakfast area, and announcing the cutting of the cake. Once the Wedding Breakfast is over our Duty Manager will call your guests to order in anticipation of your speeches.

We offer a traditional long top table or a less informal round top table. Our round tables can seat up to 12 people. Your seating plan and menu will be prominently displayed.

Your Wedding Breakfast can be selected from one of our delectable menus, or if the menu choices are not quite what you are looking for, our chefs will be only too pleased to suggest alternatives.

Once all the formalities are over why not take a stroll along the promenade or relax at the bar whilst our catering team turn your room around for your evening function. We also have a bridal room available for you to relax in.

Once you have relaxed we hope you will be ready to party the night away to a live band, DJ or even both. We are delighted to offer assistance in booking your entertainment requirements.

We have a good selection of buffets to suit all tastes. Alternatively, let us know your requirements and our chefs will be pleased to assist.

At the end of the night our Duty Manager will ensure safe storage of your wedding gifts, cake etc for you to collect the following day.

We hope this gives you a good idea of what the Spa has to offer and entices you to allow us to look after you on your very special day.

What do we include in your Wedding Package?

With our extensive management experience we can assure you of a tailor-made wedding to suit your occasion.

We can help with all the arrangements for your reception from musical entertainment, florists, balloon artists, and photography to stationery.

As our gift to you we offer the following complimentary services:

- ❖ Red carpet on arrival.
- ❖ Silver cake stand and knife.
- ❖ Bridal changing room.
- ❖ Duty Manager to act as your Master of Ceremonies.
- ❖ Planters to enhance your room.
- ❖ Printing and prominent display of your seating plan and menu.
- ❖ Microphone and PA system.
- ❖ Gift table.
- ❖ Private cloakroom facility.
- ❖ Advice on bands.
- ❖ A private bar facility (either cash or on account) and late licence until 1am.
- ❖ 4 complimentary car park spaces – further spaces available @ £6.00 per space to be charged to your final invoice

Finishing Touches

- ❖ Top table floral arrangements from £12.95
- ❖ Table posies and arrangements from £6.95
- ❖ Ribbon Garlands from £5.95 per table

Solemnisation of Civil Marriages and Partnerships

We are pleased to announce that we have been granted a licence to hold civil marriages and partnerships at the Scarborough Spa and Whitby Pavilion. We have a wide selection of rooms at our venues:-

Scarborough Spa

- ❖ Suncourt : up to 300
- ❖ Vita Dome Suite: up to 100
- ❖ Promenade Lounge Suite: up to 300
- ❖ Sun Court Suite: up to 200
- ❖ Music Room: maximum 60
- ❖ Grand Hall: up to 1,175
- ❖ Theatre: up to 600
- ❖ Ocean Room: up to 800

Whitby Pavilion Complex

- ❖ Northern Lights Suite: up to 600
- ❖ Crystal Lounge: up to 80
- ❖ Theatre: up to 500

Dates and timings must be clarified with the Registrar and ourselves. The cost of the suite for the ceremony is subject to a hire charge of £315, this charge applies when holding your reception at the Spa and Whitby Pavilion (please see Civil Ceremony Hire Charges for room only hires).

How to Book:

In order to book your civil ceremony, contact the Registrar at the Register Office to check availability, then please contact Catering Services at either the Spa on 01723 376774/357865, or Whitby Pavilion Complex on (01947) 820625 to make a provisional booking of a suite (you will need to visit the Spa/Pavilion to view suites available).

The Registrar can be contacted at:

The Register Office
Northcliff House
69 Burniston Road
Scarborough
YO12 6PH
Telephone number: 08450349486

Please refer to the Registrar for the cost of the civil ceremony. All payment for their services is made directly to them.

Please Note:

1. There should be no food or drink sold or consumed in the room in which a marriage or partnership ceremony takes place for one hour prior to the ceremony or during the ceremony.
2. The general public cannot be excluded from the ceremony.
3. The Spa /Whitby Pavilion cannot accept liability for the cancellation of ceremonies.
4. Any readings, music or words or performance, which forms part of a ceremony, must not be of a religious nature.

Civil Ceremony Only Room Hire Charges for the Spa Scarborough

The following charges are levied when the room only is required. Please note, these prices **do not** include catering.

Scarborough Spa

Sun Court	£625.00
Sun Court Suite	£625.00
Promenade Lounge	£625.00
Vita Dome	£625.00
Grand Hall	£835.00

Whitby Pavilion Complex

Northern Lights Suite	£735.00
Crystal Lounge	£325.00
Theatre	£390.00

It is the responsibility of the bride and groom to contact the Registrars on (01723) 360309 to organise the Wedding Ceremony. If hiring the Suncourt, it will also be necessary to hire a wet weather alternative for which a reduced rate will apply.

Booking Information & Terms and Conditions

Making Your Booking

A provisional reservation will be held for a period of 14 days. In order to confirm your booking, a £500 deposit will be required, together with written confirmation. The deposit is non refundable, but will be deducted from your final account. Please note that a booking is not confirmed until we have received the deposit.

Cancellation Policy

Provisional bookings – if you do not intend to take up your booking, please inform us as soon as possible so that we can accommodate other prospective weddings.

Confirmed bookings – we will endeavour to re-let your booking and will refund your deposit if we do. Otherwise the following charges will apply:

4 weeks prior to the event – 50% of the gross event value

plus any additional goods or services ordered from sub contractors.

Menu Choices

The catering for all weddings usually include a three-course meal with coffee. We respectfully request that the same menu is chosen for all guests attending the wedding breakfast and evening function. It is important to notify us of vegetarians and other special dietary requirements.

Menu Prices

Our menu prices are reviewed annually in March so please be aware that there will be a minimal price increase after 1 April each year.

Children's Pricing Policy

There is no charge for children under two years of age. Children aged two years to twelve years will be charged 75% of the current tariff.

Final Numbers and Account Settlement

We require confirmation of final numbers, table plan and payment of final account paid by cash or credit card not less than 7 days prior to the event. This final number or the actual number served, whichever is the greater will be charged. Any further charges for additional requirements must be paid for on the night.

VAT

VAT is charged at the current rate. Unless otherwise stated, all prices are quoted inclusive of VAT at the current rate at the date of the quotation.

Service Charge

We do not levy service charges or gratuities.

Licence

We provide a licensed bar until 12.30am with a 1.00am function finish. An extension can be granted at a charge of £55.00 for every hour or part thereof.

Minimum Numbers

All our menu prices have been calculated on a minimum of 45 guests attending your ceremony. Parties of less than 45 may attract supplementary charges.

Damage

Any loss or damage to the property/venue is the responsibility of the client whose name the function is booked in. Clients will be charged repairs and replacements at replacement cost price.

Linen

Any linen found to have been damaged/ abused by the client would be charged to the client at replacement cost.

Room Hire Charges

Room hire charges may be payable if the same room is not used for the main reception and evening reception. Please refer to the Room Hire Charges document for prices which can be provided on request.

Car Parking

Additional car parking spaces can be allocated at a cost of £6.00 per space

All vehicles to be removed by 9.00am the following morning.