

thebradford

HOTEL

The perfect venue for ...

Asian Weddings

The Bradford Hotel is a stylish and contemporary hotel, located in the heart of the metropolitan city of Bradford. The key features of the hotel include:

- ✓ 117 En-suite bedrooms
- ✓ 4 Suites
- ✓ Large function room with banqueting facilities for up to 600
- ✓ External catering facilities
- ✓ Close transport links



The Complete Experience

Your adviser will help you throughout the planning stages of the event; we can offer advice on all aspects including catering, entertainment, decorations and style of service.

At the event itself, our Operations Manager will watch over the proceedings to ensure that the event runs smoothly, allowing you to relax and enjoy the occasion.

Preferential accommodation rates are available for your guests for the night of the event, and may be extended to additional nights, subject to availability. Parking is included for any guests staying at the hotel who have booked on your special wedding allocation.

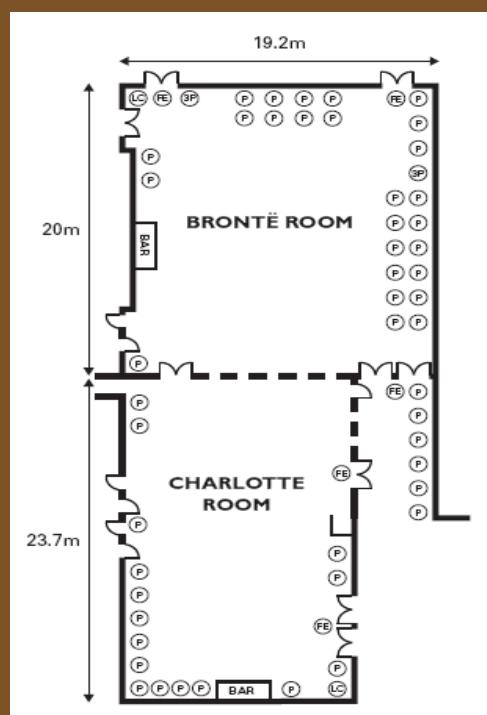


The Bronte and Charlotte Rooms

Designed as a stand alone facility, the Bronte Suite (Bronte and Charlotte room combined) is the perfect choice. Located on the ground floor of the hotel, the room offers:

- Private entrance, foyer, toilets and cloakroom
- Two private bars within the room
- Cargo doors directly into the room, offering ease of access for set up
- Fully heated and air conditioned
- Integrated sound system for background music and speeches

The Bronte Suite benefits from a private kitchen, ideal for outside caterers, which is fully equipped for re-heating and preparing the food for your event. Your chosen caterer must be approved with the hotel. A full list of approved caterers is available upon request.



Approved and Preferred Suppliers



Call: 01274 722472
www.apnakhana.co.uk



Banquet Hall Decoration
 Call: 07957201360 or 07738910847



Call: 01274 530880
www.aagrah.com



Supplier of Audio Visual, Lighting and DJs
 Call: 0844 8877007

The Wedding Packages

Basic Room Hire Package

Private entrance & foyer area (ideal for a drinks reception)
Full day wedding suite hire with early access for decoration
Exclusive use of the banqueting kitchen for your approved caterer
Hotel function manager
Kitchen porter
Tables, chairs and white linen table cloths
Staging & dance floor
Corkage
PA system for background music & speeches
Two changing rooms for use during the event
Private room for family photos
Prayer room if required
Preferential rates for your guest accommodation

Up to 200 Guests - £2700.00 Up to 600 Guests - £4200.00

Fully Serviced Package

The 'Basic Room Hire' package plus the below items;
Hotel function supervisor
Waiting staff (one waiter for every 25 guests)
Pot washer
Cutlery, crockery & glassware provided for every guest
Paper napkins – variety of colours available
Bridal suite for overnight accommodation

**Up to 200 Guests - £3400.00 Up to 300 Guests - £5600.00
Up to 400 Guests - £6200.00 Up to 500 Guests - £6800.00
Up to 600 Guests - £7400.00**

Wedding Ceremony (maximum of 80 guests)

Room hire - **£150.00**

Wedding Ceremony & Breakfast Package (maximum of 200 guests)*

Ceremony room & reception area
Hotel Function Manager
Five Breakfast staff
Cutlery, crockery & glassware
Paper napkins
Set Price £650.00

**Please note that the wedding ceremony & breakfast package is only available for guests who are already booked for the reception. The Hotel requires a minimum of 1.5hrs turn around time at which point the room must be vacated*

Additional services and associated costs

Bar staff - included in alcoholic events
Cloakroom - **£50.00 (maximum of 6hrs)**
Additional staff - **£50.00 each (maximum of 6hrs)**
Cutlery, crockery, glassware & paper napkins - **£2.00 per guest**
Kitchen staff/pot washers - **£50 each (maximum of 6hrs)**
Chair covers and bows - **£2.50 per chair**



The Booking Procedure

Once you have decided on a date, please contact one of our Conference & Banqueting Sales Team at the hotel on 01274 734734 to make your booking. Our Sales Office is open between 9.00 am and 5.00 pm, Monday to Friday only, and availability for your event must be checked during these times. We are more than happy to accommodate subsequent discussions outside these hours if required, but we would request that you make an appointment for each meeting to ensure that an expert adviser is available.

Your provisional booking may be held, without obligation, for 7 days, after which we will release any bookings that have not been guaranteed. In order to guarantee the booking, we require a deposit of £1000 to be paid to the The Bradford Hotel, after which we will issue an event agreement form. The agreement form must then be signed and returned, along with the hotel Terms and Conditions, in order to confirm the details. Please note that, in the event of a cancellation, all deposits are non-refundable.

No later than two weeks prior to the event, a meeting will be held in the presence of the Wedding Co-ordinator and Operations Manager in order to finalise details. A representative from your caterers must be in attendance at this meeting, and must bring with them the signed Indemnity Agreement (provided by hotel). Minimum chargeable guest numbers must be agreed at the booking stage. The hotel must be notified of any changes in numbers at least 14 days prior to the event. An increase in numbers may affect the package price and money may be deducted from the bond.

In addition to the package price, a £500 bond is required which will be returned no less than 14 days after your event, and may only be refunded by cheque or credit card subject to how the payment was made. Full payment is due 28 days prior to the event.

Additional Terms & Conditions

The Terms and Conditions that you sign encompass all events hosted by The Bradford Hotel; in signing them, you agree to the following additional terms and conditions that relate specifically to Own Catering Functions.

The Banqueting Suite will be fully set on your arrival, and any changes to this layout must be made the night before the event. Please note that any reduction in numbers once the package has been agreed will not be refunded, and any increases in numbers must be authorised by the hotel in order to comply with Health and Safety Legislation.

All breakages will be charged at replacement cost and deducted from the bond paid.

Delivery of any drinks or other items must be made at the hotel's convenience for storage purposes; please contact your adviser in order to arrange delivery. In addition, all items not belonging to the hotel must be taken off the premises within 10 hours of the close of the event. All items delivered to the hotel will require a signature in the presence of the Duty Manager.

Caterers are only permitted in certain areas of the kitchen; they will be asked to speak with the Head Chef prior to the function, and are required to sign a copy of our Indemnity Agreement.

The hotel does not permit the use of the kitchen's own serving dishes or utensils, and no portable gas appliances may be used. The kitchen is only available for the re-heating of food.

Food Hygiene and Safety Regulations must be adhered to at all times. Failure to comply may result in the Hotel refusing further use of the facilities.

The bond of £500 will be taken in addition to the total charges for the event, in order to cover potential damage, waste disposal and kitchen cleaning. This bond will be refunded by cheque or credit card no less than 14 days after the event on the condition that the facilities used have been cleaned and tidied to an appropriate standard and that numbers did not increase on the day above those agreed at the time of booking; this is at the discretion of the management.

The management reserves the right to cancel the function at any time, without a refund, if any of the terms and conditions are not met, or any of the appropriate documentation is not in place as requested.