



CROWNE PLAZA®

LIVERPOOL CITY CENTRE

## Congratulations on Your Forthcoming Wedding

The Crowne Plaza Liverpool City Centre are devoted to fulfilling your every need. Our striking location, committed team, and exceptional facilities ensure a unique wedding experience that no other venue in Liverpool can exceed.

Great care has been taken in the creation of this Wedding brochure, which covers all the details, leaving you free to enjoy this most important occasion. You can rely on us to help with your choices from the menu and wine to the flowers and seating arrangements. It will be our pleasure to provide practical help and support in organising your big day.

### .... Making the dream a reality

Your wedding day is one of the most treasured moments in anyone's life. The run up to the big day fills all couples with tremendous excitement and anticipation, so why not share this excitement? Included in your package is **your very own website** for the Big Day. Guests can even book hotel accommodation online using your unique booking code, leaving you free to concentrate on the details of the day itself.

A personalised menu tasting session will be arranged for the Bride and Groom; your Crowne wedding co-ordinator will personally complete a comprehensive wedding planner with every detail of the day confirmed.

At the Crowne Plaza Liverpool your wedding day will be unique and filled with special memories, from the champagne and red-carpet entrance to the fond farewell from the concierge on departure.



Crowne Plaza Liverpool City Centre

St Nicholas Place, Princes Dock, Pier Head, Liverpool, L3 1QW

Main Switchboard Tel: 0151 243 8000; Fax: 0151 243 8111

Crowne Wedding Coordinator Tel: 0151 243 8040; Fax: 0151 243 8070



Our tailor made packages are designed to guide you smoothly through those important decisions and with over 10 years of experience our wedding coordinators are on hand to help

## Enjoy the special benefits, with all our packages with our compliments:-

- ♥ Personalised menu tasting
- ♥ Your very own customised website for your wedding
- ♥ Hire of function room
- ♥ Hire of cake stand and knife.
- ♥ Champagne and red carpet welcome for the bride and groom
- ♥ Toastmaster to guide you through your day
- ♥ Crowne Plaza personalised menu cards
- ♥ Accommodation for the bride and groom
- ♥ Special room rates for your guests

## Booking Terms & Conditions

### Provisional

You can pencil in your preferred date, which we shall hold for 14 days. You are under no obligation and this gives you the opportunity to co-ordinate the other arrangements you need to make.

### Confirmation

To confirm your booking we require a deposit of £500.00, which is non-refundable.

### Interim

Your Crowne Wedding Co-ordinator will be in touch with you 6 months before your wedding, to make arrangements for your food taster and to discuss a date to complete your personal wedding planner. At this stage a further deposit of £1000.00 is due, again this is non refundable.

### Final

Once you have discussed your final arrangements (usually around 8 weeks in advance), final numbers and payments are due no later than 4 weeks prior to you day.

### Package Minimum numbers

To qualify for a package, you must include a day and an evening function, with minimum numbers of 75 day time and 150 evening guests, however we are very flexible with numbers for Fridays, Sundays and off peak dates, please contact Crowne Wedding Coordinator for details.


### Cancellations

Please refer to the Crowne Plaza Liverpool terms and conditions of trading



CROWNE PLAZA  
LIVERPOOL CITY CENTRE

## Hall of fame

Two champagne glasses filled with bubbly liquid, surrounded by several red rose petals scattered on the surface.

"Thank you all at the Crowne Plaza for your help and support with our Wedding Reception. It was an absolute pleasure working with you and you were superbly efficient and accommodating. The foyer area and function suite looked wonderful and the meal and evening buffet were also excellent. We enjoyed every minute of our special day."

**Mr and Mrs Jenkins August 2010**

"I just wanted to say thank you for making our wedding so special. The day was perfect, everything was beyond what we had hoped for."

**Mr and Mrs Eland - August 2010**

"The day was organized perfectly, and everything went so smoothly, the staff were unobtrusive but very attentive. All our guests have said what a lovely day they had and how lovely the food was both day and night. We are so glad that we chose to have our wedding at the Crowne Plaza as it made our special day perfect."

**Mr and Mrs Lowe - July 2010**


"Just wanted to say a massive thank you to you and all the staff for helping make our wedding day more than perfect. We can honestly say we have nothing but praise for the hotel and the staff. We would 200% recommend the hotel to anyone thinking of having a wedding at the Crowne Plaza. The Crowne Plaza should be pleased with themselves as they have a great team and it really did show on the day."

**Mr and Mrs Shelley - May 2010**

"Thank you so much for helping us to have the most fantastic wedding day. We are so glad we chose the Crowne Plaza as our venue. Thank you for all your support and advice in the months leading up to the wedding."

**Mr and Mrs Woodhead – January 2010**

## Civil Ceremony



We are delighted to offer this ideal location on Liverpool's famous waterfront to couples who wish to marry at the hotel.

We have a full complement of room sizes available accommodating for small intimate ceremonies to larger gatherings.

Seating 50 – 250 guests £500.00 room hire

For civil ceremonies you must personally contact the Registrar's Office at the address below, they will advise you on Registrars fees and availability. It is important that you do this as soon as possible when you have decided on your wedding date, please note that the law requires a minimum notice period of 15 days.

Registrars Office  
Cotton Exchange Building  
Old Hall Street  
Liverpool  
L3 9UF

0151 233 4978

## “Luxury Package”

### Individual to this package:-

- ♥ 1 glass of wine during the wedding breakfast
- ♥ 1 glass of Prosecco at the wedding breakfast to toast the bride & groom
- ♥ 3 course meal with coffee
- ♥ White chair covers for the wedding breakfast
- ♥ Double room for your wedding night, including “the best breakfast in town”

Leek and potato soup  
or  
Caesar salad  
or  
Tomato & buffalo mozzarella with fresh basil & pesto dressing

\* \* \* \*

Braised British beef  
Colcannon mash  
or  
Traditional roast turkey  
roasted potatoes

or

Poached fillet of Scottish salmon  
Hollandaise sauce  
crushed new potatoes

*Served with seasonal vegetables*

\* \* \* \*

Apple and toffee pie  
fresh cream

or

Profiteroles  
chocolate sauce

or

Lemon syllabub  
Amoretti biscuit

\* \* \* \*

Freshly brewed coffee & mints

### Also included:-

- ♥ Your very own customised website for your wedding
- ♥ Hire of function room
- ♥ Hire of cake stand and knife.
- ♥ Champagne and red carpet welcome for the bride and groom
- ♥ Toastmaster to guide you through your day
- ♥ Crowne Plaza personalised menu cards
- ♥ White linen tablecloths and napkins
- ♥ Special accommodation rates for guests.

## £39.00 per person

Package not available Friday & Saturdays – April to September

## "Ultimate Package"

### Individual to this package:-

- ♥ Bucks fizz on arrival
- ♥ 2 glasses of wine during the wedding breakfast
- ♥ 1 glass of Prosecco at the wedding breakfast to toast the bride & groom
- ♥ 3 course meal with coffee
- ♥ White chair covers for the wedding breakfast
- ♥ Club room for your wedding night, including, king size bed, Egyptian cotton linen, bathrobes, mineral water "the best breakfast in town"

Roasted plum tomato and  
 Mascarpone soup  
 or  
 Pear, walnut and Stilton salad  
 or  
 Wild mushroom bruschetta  
 Parmesan shavings, wild rocket

\* \* \* \*

Roast sirloin of beef, Yorkshire pudding,  
 pan roasted gravy  
 roast potatoes  
 or  
 Breast of chicken  
 Red wine and Thyme sauce  
 roast new potatoes  
 or  
 Lancashire pork, apple and black pudding  
 Calvados sauce  
 Dauphinoise potatoes

*Served with seasonal vegetables*

\* \* \* \*

Chocolate and Amaretto tart  
 or  
 Toffee and raspberry meringue  
 or  
 Double baked cheese cake  
 Wild berry compote

\* \* \* \*

Freshly brewed coffee & mints

### Also included:-

- ♥ Your very own customised website for your wedding
- ♥ Hire of function room
- ♥ Hire of cake stand and knife.
- ♥ Champagne and red carpet welcome for the Bride and Groom
- ♥ Toastmaster to guide you through your day
- ♥ Crowne Plaza personalised menu cards
- ♥ White linen tablecloths and napkins
- ♥ Special accommodation rates for guests

**£49.00 per person**

## "Unique Package"

### Individual to this package:-

- ♥ Membership of the Harbour club for bride and groom, for 6 weeks before the big day
- ♥ Bucks Fizz or Pimms on arrival
- ♥ 2 glasses of wine during the wedding breakfast
- ♥ 1 glass of champagne at the wedding breakfast to toast the bride & groom
- ♥ Chefs selection of canapés
- ♥ 4 course meal with coffee
- ♥ White chair covers for the wedding breakfast
- ♥ Coordinating coloured linen tablecloths and napkins
- ♥ King suite for your wedding night, with Egyptian cotton linen, bathrobes, champagne, fresh fruit and chocolate sauce and "the best breakfast in town"

### Also included:-

- ♥ Your very own customised website for your wedding
- ♥ Hire of function room
- ♥ Hire of cake stand and knife.
- ♥ Champagne and red carpet welcome for the Bride and Groom
- ♥ Toastmaster to guide you through your day
- ♥ Crowne Plaza personalised menu cards
- ♥ Special accommodation rates for guests

Parsnip and Puy lentil soup  
or

Chicken liver parfait  
pink peppercorn syrup,  
tomato brioche

or

Oak smoked salmon  
Cracked black pepper, rustic  
brown bread

\* \* \* \*

Lemon sorbet

\* \* \* \*

Fillet of beef Rossini  
Sea salted roast new potatoes

or

Corn fed chicken breast  
Pancetta and baby onion sauce  
Lyonnaise potatoes

or

Confit of Cumbrian lamb,  
Redcurrant and rosemary sauce  
Dauphinoise potatoes

*Served with seasonal vegetables*

\* \* \* \*

Brandy snap basket, fresh strawberries,  
Clotted cream

or

Chocolate fondant pudding  
Vanilla cream

or

Burnt lemon tart  
Cointreau and kumquats

\* \* \* \*

Freshly brewed coffee and mints

**£59.00 per person**

## *Little Angels Package*

### Inclusive in this package:-

- ♥ 3 course meal
- ♥ 1 glass of orange juice on arrival
- ♥ 1 Fruit shoot during the wedding breakfast
- ♥ Appletizer to toast the bride and groom
- ♥ Chair cover

Tasty tomato soup (v)  
A traditional creamy tomato soup  
or

Fresh melon balls and orange segments (v)  
or  
Cheesy garlic bread (v)

\* \* \* \*

Terrific tomato pasta (v)  
Pasta tubes served in a tomato sauce topped with cheese  
or

Crispy crumb chicken bites  
British organic 100% chicken breast bites,  
chips and sweetcorn  
or

Roast chicken, chips, seasonal vegetables and gravy  
or

Fabulous fish and chips  
Goujons made from sustainable white fish served with  
chips, peas and ketchup

\* \* \* \*

Fresh fruit salad (v)  
Fresh chunks of apple, orange, kiwi, grapes,  
melon and pineapple  
or

Squidgy chocolate fudge  
Warm chocolate fudge cake with vanilla ice cream  
or

Dreamy ice cream  
A cool mix of vanilla, chocolate and strawberry ice cream,  
topped with caramel sauce and teddy bear wafers

**£15.95 per angel**

\*package for 12's and under

## Upgrades & Enhancements

### Canapés



Mini wild mushroom crostini  
Crème fraiche and crayfish tart  
Chilli chicken skewers  
Croque Monsieur  
Seafood dimsum  
Smoked salmon crème fraiche en croute  
**4 per person - £6.50**  
**5 per person - £7.75**  
**6 per person - £9.25**

### Individual Drinks choice

Renard Barnier Champagne 125ml glass - **£7.95**  
Mumm Champagne 125ml glass - **£12.95**  
Mumm Rosé Champagne 125ml - **£14.95**  
House wine 175ml glass - **£4.20**  
Sparkling wine 125ml glass - **£4.00**  
Sparkling Rosé wine 125ml glass - **£4.45**  
Buzz Fizz 125ml glass - **£4.95**  
Bottled beer - **£3.45**

### Individual menu choice

Sorbet course **£3.50**

3 continental cheeses, celery, grapes,  
chutney and savoury biscuits  
**Per table of 8 - £36.00**

### Room & Entertainment

White, Ivory or black chair cover	<b>£ 3.00</b>
Chair Sash / Bow	<b>£ 1.00</b>
Chair cover with bow/sash	<b>£ 3.50</b>
Co-ordinating table runner	<b>£ 2.50</b>
Co-ordinating top table swag	<b>£35.00</b>
Candelabras	<b>£ 5.00</b>
Disco & window lights	<b>£275.00</b>

## Evening Buffet Menu

Sandwich Selection & 4 Items from Buffet Selection at £12.95 per person  
Sandwich Selection & 6 Items from Buffet Selection at £14.95 per person  
Sandwich Selection & 8 Items from Buffet Selection at £16.95 per person

### **SANDWICH SELECTION**

Mixture of tortilla wraps and finger rolls with a selection of fillings

### **BUFFET SELECTION**

Southern fried chicken strips  
Prawn and sesame toast  
Chicken kebabs  
Vegetable kebabs  
Mini onion bhajis with a yoghurt and mint dip  
Cajun mushroom with garlic yoghurt  
Crispy fried potato wedges with a sour cream & chive dressing  
Baskets of vegetable spring rolls with a sweet chilli dip  
Bowls of green salad with Farfalle pasta  
Satay chicken wings with a marmalade glaze  
Minted lamb kebabs with a yoghurt relish  
Mini jackets with cheese & mini jackets with tuna  
Plaice goujons with tartar sauce  
Barbecued baby back ribs

## Buffet Additions

Supplement your evening buffet with the following choice of extras:

### HOT DISHES

**£5.95 per person, per serving**

*(minimum 50% of guests must be catered for)*

Thai beef or chicken curry

*Served with rice*

Chicken tikka massala

*Served with rice*

Traditional scouse

*Served with red cabbage & crusty bread*

Spicy chilli

*Served with rice*

### BOWLS OF SALAD

**£13.50 per bowl**

***Each bowl serves 15 people***

Mixed leaf salad

Garden green salad

Waldorf salad

Sun-dried tomato pasta salad

Beetroot & onion

Bombay potato salad

Caesar salad

Sweet & sour noodles

Traditional white cabbage coleslaw

### SWEET SELECTION

**£4.95 per person, per serving**

*(minimum 50% of guests must be catered for)*

Chocolate torte with pouring cream

Fresh fruit salad

Chocolate fudge brownies & toffee sauce

Toffee fudge profiteroles

### MIDNIGHT Munchies

**£4.50 per person**

Bacon or sausage rolls

Can be served after 11.30pm

**CROWNE PLAZA LIVERPOOL  
TERMS & CONDITIONS OF TRADING  
WEDDINGS**

**1. AMENDMENTS BY THE HOTEL**

Should the Hotel for reasons beyond their control need to make amendments to your booking we reserve the right to offer an alternative choice of similar availability. The Hotel may cancel the booking:

- i) If the booking might prejudice the reputation of the Hotel
- ii) If the Client is more than 30 days in arrears of previous payment
- iii) If the hotel becomes aware of any alteration in the clients financial situation.

**2. CANCELLATIONS AND AMENDMENT CHARGES**

In the unfortunate circumstance that you will have to cancel or postpone your confirmed booking at any time prior to the event, we do reserve the right to charge a cancellation fee against the contracted business according to notice received as set out below:-

Over 26 weeks	£1000.00
25 to 13 weeks	50%
12 weeks or less	100%

The hotel will endeavour to re-let any cancelled bookings and if successful this will be reflected in the charges.

**3. DEPOSITS**

The hotel reserve the right to require payment of deposits at predetermined level as set out below, in all cases are non refundable.

On Confirmation	£ 500.00
6 months prior	£1000.00
4 weeks prior	full pre payment

**4. DAMAGES**

a) The client shall be responsible for any damages caused to the allocated rooms, grounds and furnishings, utensils and equipment therein by any act, default or neglect of the client, sub-contractor or guests of the client and shall pay to the hotel on demand the amount required to make good or remedy any such damage.

b) We are concerned for your health and safety and that of our Hotel. Permission must be obtained from the Hotel if you wish to fix items to walls, floors and ceilings

**3. PROPERTY LEFT ON THE HOTEL PREMISES.**

a) Subject to 7c, the Hotel accepts no responsibility or liability (whether in negligence or otherwise) for loss or damage to any property of the Client or their guest, contractors or agents or any of their employees occurring on the Hotels premises.

b) If the Client, their contractors or agents (or any of their employees) leave property unattended in or on the Hotels premises, the Client will indemnify the Hotel against any claim for loss or damage to the property.

c) If the Hotel agrees to provide storage facilities for the clients property (or property of the clients agent or contractor) the Hotels responsibility will be to take reasonable care of such property. If the Hotel fails to take reasonable care of such property, the Hotels liability shall be limited to £100 for any one item of property and £1000 in aggregate. The client will indemnify the Hotel against any claim for loss or damage to such property in so far as it exceeds these limits.

**4. CORKAGE.**

No wine, spirits, food or beverages may be brought into the Hotel grounds by customer or guest for consumption on the premises unless the prior consent of the Hotel has been obtained and for which a charge will be made.

**5. OUTSIDE SERVICES**

Prior consent of the Hotel must be sought for any entertainment of services contracted for the function by the client and any display, which must comply with any statutory codes and regulations

**6. ETIQUETTE**

The Hotel reserves the right to judge acceptable levels of noise or behaviour of the client, guest or representatives and the client must take all steps necessary for corrective action. In the event of failure to comply with management requests, the Hotel reserve the right to terminate the contract and stop the event without liabilities to any refund or compensation

**7. FACILITY CHANGES**

The Hotel reserves the right without prior notice to change the clients assigned function room for one of equal suitability or make minor amendments to other leisure facility times.

**8. GENERAL LIABILITY**

We do not accept liability for any failure to provide the services contracted which are due to circumstances beyond our control, including industrial action, postal communication, flooding, storm, inelement weather, supply of gas, electricity and water or fire alarm evacuation.

**9. DEFINITIONS**

a) "The Hotel" / "We" shall mean the property (ies) for which this contract has been agreed and/or as appropriate the Crowne Plaza Liverpool.

b) "The Client" and "You" shall mean the organising body/company and organiser responsible for commissioning and payment of the event.

c) "The Contract" shall mean the agreement between the Hotel and the Client for a specific booking or series of booking.

Date of Wedding -----

Signed-----

Printed Name-----

Date of Signing-----