



WEDDING PACKAGE

Situated on an island on the prestigious River Thames with floor-to-ceiling windows, the Island Bar and Restaurant in Caversham has some of the most magnificent views of the river for miles around, as well as fine cuisine and a guaranteed warm, friendly and personal welcome.

Your Wedding Day is one of the most important days of your life. At the Island Bar and Restaurant we always remember this and your day will be a truly memorable occasion.

You can be assured of the outstanding service from our experienced staff who will always be on hand to help.

Our carefully designed wedding package can be tailored specifically to suit your individual needs.

We also have a Civil Wedding License so can look after the ceremony itself.



The Wedding Breakfast Package includes:

- Champagne and canapés on arrival
- 3 course meal chosen from our wedding menu
 - half a bottle of wine per person
 - tea & coffee as required
 - champagne for the toast
- exclusive hire of the restaurant from 12:00 to 24:00
- small flower arrangement on the tables, menus, table plan and place cards

The standard rate for the wedding package for between 70 and 120 guests is £80.00 per person for Monday-Thursday bookings and a premium rate of £95.00 per person for Friday-Sunday bookings.

If the minimum number of guests is less than 70, an exclusive hire charge of £500 applies.

Evening Buffet Suppers

If required, an evening buffet is available to your guests following the wedding reception. We can offer you a choice of hot and cold buffet items as well as desserts from our wide selection at £25.00 per person.

Optional Extras

We can take care of any additional arrangements you may wish to have such as:

- Civil Wedding Ceremony – ask for further details
- children's meals – 50% discount for children aged up to 12 years
- special dietary requirements e.g. vegetarian, gluten-free, etc.
 - an additional course for the meal (extra charge)
 - balloons and special table decorations (extra charge)
 - additional flower arrangements (extra charge)
 - disco/DJ (£300+VAT for 4 hours)
 - service of brandies/liqueurs after the meal (charged on consumption)
 - live music
 - magician (£300+VAT for 2 hours)



Wedding Breakfast Menu

Starters

Roasted plum tomatoes and red pepper soup (v)

Smoked Salmon and mixed leaves with dill cream

Chicken liver pate with balsamic sweet onion and fused chilli oil

Mains

Pan fried Gnocchi with sweet cherry tomato, feta cheese and rocket (v)

Fillets of lemon sole on wilted baby spinach and saffron sauce

Grilled rump of lamb with dauphinois potatoes and red wine juice

Corn fed chicken breast with a white wine, mushroom and leek sauce served with seasonal vegetables and new potatoes

Desserts (v)

Cinnamon apple strudel with vanilla ice cream

White and dark chocolate mousse with berry compote

Selection of European cheese and crackers

(v) = vegetarian



Wedding Buffet Menu

£25 per person

Cold (choose 4)

Antipasti Italiano

(platter of delicious Italian hors d'oeuvres)

Kisir (V)

(herbal bulgur with spring onion, mixed pepper & tomato)

Circassian Chicken

(poached chicken salad with dill)

Borek (V)

(filo pastry filled with feta cheese & spinach)

Saksuka (V)

(Mediterranean Vegetables served with garlic yoghurt)

Hot (choose 5)

Parmigiana Aubergines (V)

(aubergines with parmesan & mozzarella)

Roast Lamb with mint & rosemary sauce

Meatballs

(served with tomato sauce)

Ravioli al Formaggio di Capra

(ravioli with creamy Italian cheese)



Risotto Marinare

(risotto with prawns, mussels & calamare)

Barbecued Chicken Thighs

(with or without mushroom and white wine sauce)

Choice of vegetables

Desserts (choose 3)

Chocolate mousse infused with Baileys

Home made Strawberry Tarte Tatin

Apple Strudel

Zabaglione Grappa

(Italian cream foam pudding and biscotti)

Panacota with Fresh Berries



Wedding Package Booking Form

Date of Wedding Reception:	Arrival Time:
Number of guests:	Age range of guests:
Full Names of Wedding Couple:	Contact during function (who can authorise extras):
Address:	
Contact Tel. No:	
E-mail address:	

Wedding Breakfast Menu Selection:

Bar Requirements:

Table Arrangement:

Evening Buffet Supper (if applicable):

Special Requirements:

Signed:

Date:



Wedding Package Terms & Conditions

Wedding Packages are subject to the following Terms & Conditions.

1. Function Booking

- 1.1. Hiring is subject to sensible drinking and any relevant licensing issues. Management reserve the right to refuse a booking for professional, health and safety, licensing or other business reasons. These Terms and Conditions may be adjusted on an individual basis as agreed to in writing by the management of Island Bar and Restaurant. Please ask for details.
- 1.2. Room Hire Charge: There is a £500 charge for room hire for wedding packages for less than 70 guests; there is no Room Hire Charge for packages for 70 or more guests.
- 1.3. Deposit: We require an initial Deposit of 25% of your Total Cost to secure your reservation.
- 1.4. Exclusive floor use: the first floor of the Island Bar and Restaurant will be closed off to the general public for your use as necessary between 12 midday and 12 midnight. We may need to move furniture, set tables etc. This will be communicated to you before and we may require your guests to be moved to the ground floor area while we do this.
- 1.5. Booking Form: A Booking Form provided will need to be returned to us at least 4 weeks before the function.
- 1.6. Island Bar and Restaurant cannot guarantee your booking until the Deposit, Terms & Conditions and Booking Form have been accepted.
- 1.7. The Total Cost is payable 28 days prior to your function (unless otherwise arranged and confirmed in writing by Island Bar Restaurant). You will be issued an Invoice detailing the individual charges. In case of not receiving the full payment, your booking may be cancelled. Any further costs must be settled on the day of the event.

2. Catering

- 2.1. The menu selection for your party needs to be pre-ordered, and the table plan and the information for name cards should be provided a minimum of 4 weeks prior to your function.
- 2.2. Corkage: It is highly restricted to bring any wines, spirits, food or beverage into the premises by or on behalf of any customers. This is for legal, health, licensing and trading standards reasons. We recommend you inform your guests of this. In case we find a customer carrying drinks or food from outside, you may lose the Deposit.

3. Entertainment

- 3.1. DJ: You can hire our in-house DJ as part of your wedding function. The DJ plays a standard 4 hours (8.00pm-midnight) at a cost of £300 plus VAT. There is a charge of £25 plus VAT per additional hour. We are only able to use our in-house DJ due to our license requirements to control the sound and volume levels within the venue.
- 3.2. Live music: If you would like to source your own provider for live music this must be approved by us in advance. We will require the contact details for the provider and we will need to discuss with them our licensing requirements etc in terms of sound and volume levels etc. It will be your/the entertainment provider's responsibility to ensure any PRS, PPL, electrical tests and necessary insurance etc is fulfilled. They will need to adhere to any management requests at the event in terms of sound levels, music suitability etc.



3.3. Magician: We can provide a professional magician to perform table magic to your guests. Make your party more memorable and extraordinary with some close-up magic, tricks and mind reading. Standard cost is £300 plus VAT for two hours performance. Please ask for further details.

4. Security

4.1. Subject to the nature of your party additional security measures may need to be implemented. This is typical for events where food is ancillary to the function or event and/or when young people are likely to be present. These costs must be met for by you and will form part of your total cost. Any persons carrying out a security activity will be licensed by the Security Industry Authority.

4.2. We reserve the right not to serve alcohol to any customer who appears to be under the age of 25 and fails to present valid identification to prove they are over 18.

4.3. A guest list procedure may need to be implemented to control entry to your wedding function.

4.4. Island Bar and Restaurant reserve the right to ask for supervised voluntary searches of customers upon entry or at any time during the function or event. Anyone not wanting to adhere to this may be disallowed entry or asked to leave.

4.5. We operate a Zero Tolerance drugs policy. Anyone found in possession of illegal substances will be reported to the police and asked to leave the premises. We reserve the right to call short a function if we suspect any kind of drugs activity.

5. Cancellation

5.1. If you cancel a booking 180 days prior to your function, your Deposit will be refunded in full.

5.2. The following charges will apply upon cancellation of a function:

Up to 30 days notice: 100% of Total Cost

31 days to 90 days notice: 50% of Total Cost

91 days to 179 days notice: 25% of Total Cost

The Total Cost is as detailed on the Invoice.

6. Legalities

6.1. Last orders: Last orders for drinks are at midnight, with the drinking up time being 12:30am. Should you wish to extend your finish time beyond this, we can apply for an extended license from the local authority. There are a limited number of Temporary Events Notices we can apply for in one year, so this might not be always possible. Island Bar and Restaurant cannot guarantee the issuance of a late license extension, as this is at the discretion of the local authority. There is a charge of £300 for this Notice. This charge is non-refundable. Processing a late night license requires time and the application and payment should be made to us 4 weeks in advance.

6.2. The organisers of the function will be held responsible for their guests and their conduct. We reserve the right to remove intoxicated guests from our premises. Island Bar and Restaurant also reserves the right to call short a function if guests do not act responsibly. Any deliberate damages and breakages during the event will be billed to the organiser.



6.3. CCTV is in full operation on the premises. If Guests are identified removing any items belonging to Island Bar and Restaurant, the management will contact the client for the return of the items or payment to the value of the items which were taken off the premises. Matters will be taken to the Police if necessary.

6.4. Island Bar and Restaurant takes every measure to comply with all legal legislation, including the Licensing Act 2003. Island Bar and Restaurant ask you and your guests to fully support our promotion of the following four licensing objective:

**the prevention of crime and disorder;
the prevention of public nuisance;
public safety;
the protection of children from harm.**

I hereby confirm that I have read and accepted the Terms & Conditions

Signature:

Date:

Name:

Date of Function:

