

The Legacy Royal Victoria Hotel

Llanberis,
Gwynedd,
LL55 4TY

Tel: 0870 832 9903

Fax: 0870 832 9904

mev-royalvictoria@legacy-hotels.co.uk

Planning your special day

Congratulations,

and please accept the Hotel's very best wishes for your future happiness; indeed we would welcome the opportunity to make your Wedding Day truly memorable and the perfect start to a long and happy life together.

Your Wedding is a very special day for everyone. Planning your Wedding can be an exciting time for you both to share... choosing the rings, preparing your new home. You may book your Wedding Reception as early as you wish and this will give you plenty of time to enjoy all the preparations involved with getting married.

Your Wedding Reception can be large or small and whether you decide to hold an intimate event for family and close friends or something more lavish, our professional and experienced team will ensure your Wedding Day will be a memory to cherish in future years.

At The Legacy Royal Victoria Hotel we are fully aware that your Wedding Day is special and we are more than happy to discuss with you your plans and provide expert guidance to assist with the preparation of the ideal Wedding Reception.

It is advisable to book as early as possible, as soon as you have set a date particularly on Saturdays as we are very much in demand. We would be delighted to offer any advice on catering matters, seating arrangements and anything else you may be unsure of for your Wedding Day.

The Timetable

We have prepared a guide to assist with planning your special day.

Nothing is "cast in stone" but following the calendar will help ensure that nothing gets forgotten or left until the last minute

Over 12 months in advance

Draft a guest list
Agree on a budget
Book the Church or Civil Ceremony venue
Confirm reception date with The Legacy Royal Victoria Hotel

6 - 12 months in advance

Visit wedding Fayres
Consider wedding wear for Bride, Bridesmaids and Pageboys
Select and book entertainment for Evening Reception
Book photographer & videographer
Hire gentlemen's formal wear
Book transport
Decide on Honeymoon destination and book
Check passports are correct

3 - 6 months in advance

Agree on music for the ceremony
Organise invitations and wedding stationery - send out
Give guests accommodation details
Organise flowers for the venues and order your bouquet and buttonholes
Order the wedding rings
Order cake

Select menus for the day and organise evening buffet
Make an appointment with your wedding co-ordinator to run through the day
Confirm the church or registrar
Book wedding night accommodation if not staying at The Legacy Royal Victoria Hotel
Organise a wedding list
Visit the hairdressers to discuss hair and make-up for you and your bridesmaid, book a trial session

2 months in advance

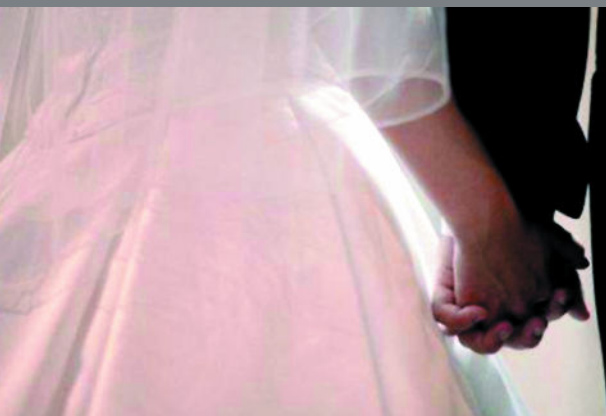
Monitor replies from invitations
Select gifts for parents, Bridesmaids and attendants
Organise schedule of photographs
Follow up any invitations not yet returned
Double check wedding dress and accessories
Buy a going away outfit
Book final hair appointment
Inform banks, doctors, DVLA etc.. of your new name
Arrange Stag & Hen nights' and final dress fitting

Consider receiving line and who will be in it
Check final arrangements, numbers and organise payment

On the day - by someone else
Organise the return of hired formal wear
Organise for the presents and remains of the cake to be collected and stored safely
Relax, enjoy your day and let the staff at The Legacy Royal Victoria Hotel look after you and your guests

Top Table Layout
Chief Bridesmaid
Groom's Father
Bride's Mother
Groom
Bride
Bride's Father
Groom's Mother
Best Man

Speeches
The Best Man calls or Master of Ceremonies call for each one in turn
Bride's Father
Groom
Best Man
Others



weddings at The Legacy Royal Victoria Hotel

The Legacy Royal Victoria Hotel

Civil Ceremonies & Civil Partnerships

We can make your special day like a dream by hosting the entire day under one roof. Let us take care of you and your guests, without the worries of travelling between venues, organising transport, and not being able to enjoy that celebratory drink. We are proud to have been one of the first hotels in Gwynedd to be granted a civil license. The hotel has now been licensed since 1996 for the celebration of Civil Wedding Ceremonies.

The Dolbadarn Room is perfect for this unique occasion and overlooks the hotel's picturesque gardens, ideal for your photographs.

Walk down the red carpet aisle with your own personal choice of music to accompany you; the ambience being made complete with the inclusion of colour co-ordinated flowers. Your ceremony will be conducted by one of the area's official Registrars.

After checking that The Dolbadarn Room is available for your chosen date, please contact the Registrar directly to arrange details and charges regarding your ceremony, as this is not the responsibility of the hotel.

The Registrars may be contacted on 01286 682 661 and they will be pleased to help with the ceremony's formalities for you.

The Venue

The Legacy Royal Victoria Hotel has several function rooms, which can accommodate varying numbers of guests. We will be pleased to offer advice on the reception, whether it is the catering, seating arrangement or even wedding etiquette. We're happy to help!

Midweek Weddings

Ask your wedding co-ordinator about the great off peak wedding deals available at The Legacy Royal Victoria Hotel.

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The Wedding Packages

All packages are available with a minimum of 45 guests.

Silver Package - £35.00

A Choice from Menu A or B from our menu selector

- | | |
|---|---|
| A glass of red or white wine on arrival | Printed table plan |
| A glass of red or white wine with the meal for each guest | Red carpet (weather permitting) |
| A glass of sparkling wine for the toast | The services of a dedicated duty manager for your wedding reception |
| Complimentary room hire for the reception | Colour co-ordinated flower arrangement for the top table |
| White Linen napkins | Use of the Hotel's cake stand and knife |
| Special rate overnight accommodation for your guests | Complimentary four poster room for the bride and groom |
| Ample car parking | Complimentary sparkling wine in the bridal room |
| Personal bilingual menus for each table | |
| Mature gardens for photographs | |

Gold Package - £40.00

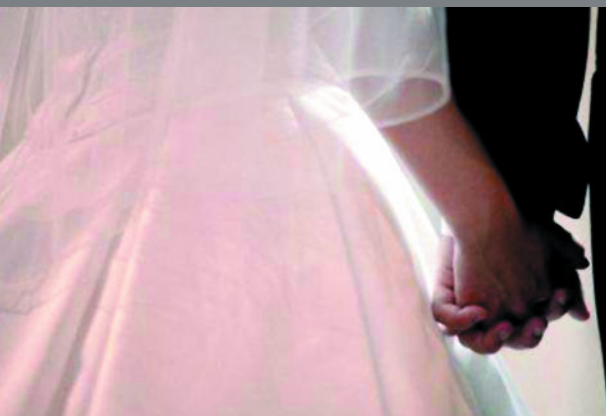
A choice from Menu A, B, or C from our menu selector

- | | |
|--|---|
| A glass of bucks fizz or sparkling wine on arrival | Red carpet (weather permitting) |
| Two glasses of red or white wine with the meal | The services of a dedicated duty manager for your wedding reception |
| A glass of Champagne for the toast | Colour co-ordinated flower arrangements for the tables |
| Complimentary room hire for the reception | Use of the hotel's cake stand and knife |
| White Linen napkins | Complimentary four poster room for the bride and groom |
| Special rate overnight accommodation for your guests | Complimentary sparkling wine and chocolates in the bridal room |
| Ample car parking | Complimentary 1st anniversary celebration meal for two |
| Personal bilingual menus for each table | |
| Mature gardens for photographs | |
| Printed table plan | |

Platinum Package - £50.00

A choice from Menu A, B, C or D from our menu selector

- | | |
|--|---|
| A free choice from our arrival drinks selection | The services of a dedicated duty manager for your wedding reception |
| Two glasses of red or white wine with the meal | Colour co-ordinated flower arrangements for the tables |
| A glass of champagne for the toast | Use of the hotel's cake stand and knife |
| Complimentary room hire for the reception | A disposable camera for each wedding table |
| White Linen napkins | Bouquet of flowers for the bride and bridegroom's mothers |
| Special rate overnight accommodation for your guests | Complimentary four poster room for the bride and groom |
| Ample car parking | Complimentary sparkling wine, flowers and chocolates in the bridal room |
| Personal bilingual menus for each table | Complimentary 1st anniversary celebration meal for two |
| Mature gardens for photographs | |
| Printed table plan | |
| Red carpet (weather permitting) | |



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Food and Drink

Our Head Chef has created a range of banqueting and buffet menus especially for you. However, these are purely suggestions and we will happily discuss any specific requirements you may have in mind. We do ask that all your guests have the same meal, but we are able to cater for vegetarians and others with special dietary requirements.

We offer a range of drinks packages to suit all budgets but, if you would prefer to put your own selection together, do ask to see our extensive list of wines, champagnes, spirits and liqueurs.

Children

We welcome children and can provide small portions or special menus according to their ages. Under 10 years they are charged at half price and we offer a special child's menu of Orange Juice, Chicken Nuggets and Ice Cream for £6.50 per child. Highchairs are of course available if required, but please book in advance.

Entertainment

From bands and harpist to discos, we are able to organise music to play on your arrival, during your ceremony (if applicable), wedding breakfast and evening reception. You may supply your own entertainment if you wish to do so.

Final Details

Once you are ready to finalise the arrangements, we invite you to visit the hotel to discuss all the important details that will ensure you enjoy a perfect day. At any time during the interim period, our staff are always available to help and advise you

Seating Plan

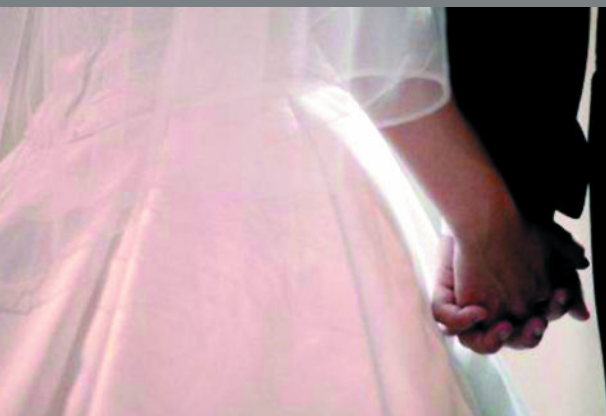
This is a combination of your personal requirements and our experience.

Once we are advised of your final guest count, we will be able to advise you on the layout that will set the room off to its best advantage.

We require your guest list 14 days in advance of your wedding date.

Accommodation

Should any guests be travelling long distances to attend your wedding, we are able to offer special rates to anyone wishing to stay overnight. Please ask your guests to contact the hotel directly to make a reservation. The Hotel has 106 bedrooms, all of which are en-suite with hospitality tray, television and direct dial telephone.



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Celebration Drinks Packages

Bronze Package

- A glass of Bucks Fizz on arrival.
- A glass of House Wine with luncheon.
- A glass of House Sparkling Wine for the toast.

£ 10.25

Silver Package

- A glass of Fruit Punch on arrival.
(White Wine, Schnapps, Blackcurrant & Lemonade)
- A glass of House Wine with luncheon.
- A glass of House Champagne for the toast

£ 13.75

Gold Package

- A glass of Champagne on arrival
- A glass of House Wine with luncheon.
- A glass of House Champagne for the toast

£ 17.00

All the above are priced on one serving per person.

Why not offer your guests another glass of wine with their meal for only £3.00 per person.

Orange Juice is included as an alternative to the above drinks on arrival.

Unfortunately, we are not able to offer a corkage service.

Create Your Own Drinks Reception - Prices available upon request.

Please see our separate wine menu for a more comprehensive list. We would be happy to submit a price for any drinks not included on our menus.

All prices are correct at time of printing and are subject to change at our discretion.



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Menu Selector

Menu A - £24.95

Broth of Market Fresh Vegetables
served with wholemeal sippets

or

Dovetail of Seasonal Melon
with a passion fruit syrup & lemon water ice

Roast Local Turkey

with chipolata sausage, sage seasoning, red wine & cranberry pan juices

Accompanied by a medley of seasonal vegetables & roast potatoes

Forest Fruit Cheesecake
finished with a vanilla cream

or

Classic Lemon Meringue Tart

Freshly Brewed Coffee or Tea
with confection

Menu B - £27.95

Mosaic of Chicken & Oyster Mushroom
served with an apricot relish on a bed of salad leaves

or

Feta cheese, mixed olive & bean salad
served with a nicoise dressing

Roast Leg of Welsh Lamb

rubbed with garlic, rosemary & sea salt and finished with redcurrant pan juices

Accompanied by a medley of seasonal vegetables & roast potatoes

Salad of Orchard Fruits & Berries
laced with grenadine

or

Baked Apple Tart
served with a vanilla custard sauce

Freshly Brewed Coffee or Tea
with confection

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Menu C - £29.50

Atlantic Prawn & Parmesan Stack,
on a bed of picked salad leaves and bound with a piquant sauce

or

Salmon & Smoked Salmon terrine
with a pink grapefruit dressing

Pan-fried Supreme of Chicken

filled with cranberry & goat's cheese wrapped in filo pastry with a mushroom cream sauce

Accompanied by a medley of seasonal vegetables & roast potatoes

Individual Baked Apple & Sultana Tart,
with a vanilla cream

or

Forest Fruit Crumble
masked with a freshly made custard sauce

Freshly Brewed Coffee or Tea
with confection

Menu D - £35.00

Roasted Parsnip & Apple Soup
with a horseradish cream

or

Roasted William Pear & Smoked Bacon Salad
topped with a blue stilton dressing

Roast Sirloin of Welsh Black Beef with Yorkshire Pudding
finished with caramelised shallot & pan juices

Accompanied by a medley of seasonal vegetables & roast potatoes

Baked Rhubarb with Muesli Crumble
with vanilla custard

or

White chocolate & lemon mousse
accompanied by a tangy raspberry compote

Freshly Brewed Coffee or Tea
with confection

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Buffet Selector

"Selection of Hot and Cold Vegetarian Foods"

Butternut Squash & Chick Pea Filo Wrap	£3.05
Brie & Raspberry Filo Parcels	£2.95
Sesame Roasted New Potatoes	£1.75
Asparagus & Risotto Parcels	£2.70
Rosemary Scented Roasted New Potatoes	£1.75
Baked Potato Shells, Sour Cream	£2.50
Crisp Spicy Wedges, Tomato & Chilli Relish	£2.25
Crisp Garden Vegetables, Blue Cheese Dip	£2.25
French Melts (Grated Cheese & Mayonnaise on Toasted Tomato Bread)	£2.60
Vegetable Spring Rolls, Mango Chutney	£2.25
Mini Onion Bhajis with Raita	£2.25
Asparagus & Roquefort Savoury Tart	£2.45
Smoked Salmon & Broccoli Savoury Tart	£2.35
Goats Cheese & Red Onion Savoury Tart	£2.35
Mushroom & Herb Savoury Tart	£2.25

"From Waters Home and Afar"

Roasted Cajun Salmon	£3.25
Selection of Cured Seafood's	£3.25
Delicate Crab Cakes, Sweet Chilli Sauce	£2.95
Whitby Creel Prawns, Garlic & Ginger	£2.95
Lime & Coriander Dusted Tuna Pieces	£2.95
Breaded Plaice Goujons, Tartare Sauce	£2.95

"Hot Buffet Selection"

Cajun Chicken, Lime & Chilli Kebabs	£2.35
Vegetable Samosas/Mango Chutney	£2.35
Tikka Style Chicken Thighs	£2.60
Garlic Breaded Mushrooms/Lime Yoghurt	£1.95
Oriental Dim Sum, Plum Sauce	£2.25
Chicken Sate, Peanut Sauce	£2.25
Welsh Lamb & Apricot Casserole/Ciabatta Loaf	£5.35
Five Bean Spiced Beef Chilli/Braised Basmati Rice	£5.35
Chicken & Stilton, Chive Cream Sauce/Tarragon Scented Rice	£5.35
Beef, Red Wine, Shallot & Mushroom Sauce/Herb Roasted New Potatoes	£5.35
Chicken Rogan Josh/Braised Basmati Rice	£5.35

"Cold Buffet Selection"

Assiette of Finger Sandwiches	£2.70
Selection of Home Cooked Meats	£3.25
Caribbean Mixed Fruit Selection	£3.25
Local Farmed Cheese Selection	£3.25
Selection of Hand Produced Cutting Pies	£3.25
Plum Tomato & Red Onion Salad	£1.35
Coleslaw/ Horseradish Cream Dressing	£1.35
Roasted Potato, Garlic & Onion Salad	£1.35
Tossed House Salad	£1.35
Selection of Continental Rolls & Butter	£1.35
Selection of Desserts Available	£4.25
House Blended Coffee/Tea Available	£2.15

The prices quoted through our wedding package are all per guest. If there are additional dishes that you would like us to prepare for your buffet that do not feature in the detailed lists above, please do not hesitate to discuss them with your wedding coordinator who will only be too happy to assist you with your requirements.



weddings at The Legacy Royal Victoria Hotel

TERMS AND CONDITIONS

1.0 General

- 1.1 In this Contract (unless the contract otherwise requires), the following words shall have the following meanings:
- **"Appendix"** means the appendix attached hereto which sets out specific details of the Event;
 - **"Client"** means the company, firm, body, agent or person booking the Event;
 - **"Conditions"** means these Terms and conditions which apply to all event bookings at the Hotel; and any subject amendments made to the booking
 - **"Contract"** means these Conditions and the Appendix;
 - **"Event"** means the event (including, but not limited to, the accommodation, services and other facilities) booked by the Client, further details of which are set out in the Appendix;
 - **"Event Manager"** means the Hotel's event manager from time to time;
 - **"Hotel"** means the Legacy Hotels and Resorts Ltd group of hotels or hotels operated under management contract by Legacy Hotels and Resorts Ltd and/or the Hotel specified in the Appendix;
 - **"Minimum Guaranteed Number"** means the number of guests/delegates for the accommodation and/or Event per day specified in the Appendix;
 - **"Price"** means the price specified in the Appendix including VAT where applicable; and
 - **"Total Price"** means the total price that the Hotel could reasonably have expected to invoice the Client for and any sums which the Hotel could reasonably expect to have made from attendees in relation to the cancelled Event taking account of adjustments made to the Price in terms of clauses 5.1 and 5.3 of this Contract and where part of the price remains unquantifiable at the date of the cancellation making a reasonable estimation of the likely adjustment based on previous Events (whether involving the Client in question or not) of a similar type and size.
- **Working Days** means Monday, Tuesday, Wednesday, Thursday or Friday whether or not it is a bank holiday.
- 1.2 This Contract is created upon the Hotel accepting the Client's confirmation of Event booking and issuing the Contract to the Client for signature. The Contract will be deemed to have been accepted unless the Client notifies the Hotel otherwise in writing on receipt of the Contract.
- 1.3 The Conditions shall prevail over any other terms and conditions (whether or not inconsistent with these Conditions) and whether such conditions are in writing or are implied by custom, practice or course of dealing. For the avoidance of doubt, these Conditions shall also prevail over any other conditions previously published by the Hotel in respect of event bookings and any conditions of purchase operated by the Client.

2.0 Event numbers and guest/delegate details

- 2.1 The Client shall be obliged to provide confirmation of the number of attendees at the Event when requested to do so by the Hotel and in any case not less than seven working days before the Event, in writing or otherwise by e-mail to the Event Manager. In the event that the Client desires to increase the number of attendees from the number specified in the Appendix, no variation shall be made unless such variation is agreed by the Hotel in writing prior to the Event. Any increase in the number of attendees will be entirely at the discretion of the Hotel and the Hotel reserves the right to refuse entry to any individuals attending the event in excess of the numbers specified in the Appendix. In the event that there is a reduction in numbers of individuals attending the Event from those specified in the Appendix, the Hotel reserves the right to invoice the Client for the Total Price.
- 2.2 The Client acknowledges and agrees that the Hotel shall only be obliged to provide any services (including without limitation catering) agreed to be provided in the Appendix for the number of attendees agreed in the appendix (as amended in accordance with clause 2.1). The Client also acknowledges and agrees that it will be obliged to purchase any services (including without limitation catering) for the number of attendees agreed in the appendix (as amended in accordance with clause 2.1).
- 2.3 Should the number of delegates/guests attending the Event significantly increase or decrease then the Hotel reserves the right (upon providing at least three working days' notice to the Client) to provide alternative accommodation and space of an appropriate size for the Event.
- 2.4 The Client shall provide the Event Manager with a written rooming list providing details of guests/delegates for overnight accommodation at least three weeks prior to the Event.
- 2.5 For wedding events, unnamed bedroom allocations will be released four weeks prior to the Event without further notification.

3.0 Room availability

- 3.1 Bedroom accommodation is available from 4 pm on the day of arrival and must be vacated by 10 am on the day of departure, unless specific alternative arrangements have been agreed with the Hotel, extension beyond these times shall entitle the Hotel to impose additional charges.
- 3.2 Other rooms booked for the Event are available from the times specified in the Appendix and any extension beyond these times shall entitle the Hotel to impose additional charges.
- 3.3 In the unlikely circumstances that the Hotel does not have the number and types of rooms available at the Hotel on the dates required for the Event, the Hotel reserves the right (without liability) to relocate the Event to an alternative Hotel of a similar standard in the same locality.
- 3.4 If a particular room, which has been booked by the Client, is unavailable at the Hotel on the required dates, the Hotel reserves the right (without liability) to relocate the client to an alternative room of a similar standard within the same Hotel.
- 3.5 Any reasonable expenses incurred for relocation shall be borne by the Hotel. The acceptance of this obligation (which will not release the Client of the obligation to pay the Hotel the relevant charges) shall be in lieu of all other liabilities or obligations.
- The Hotel reserves the right to accept more than one event on a particular day, if the Client wishes to obtain exclusive use of the Hotel for their Event, this may be arranged for an additional charge.
- If the Client wishes, due to commercial sensitivity or other reasons, to specify that the Hotel should not host certain other clients from a similar industry during the course of the event then this may be arranged for an additional charge.

4.0 Cancellation

- 4.1 **By the Hotel:**
The Hotel reserves the right to cancel the Event (or any part thereof) if:
- 4.1.1 the Client fails to adhere to any of these Conditions;
 - 4.1.2 in the opinion of the Hotel, there has been a significant change in the Client's contracted booking (e.g. reduction in days/accommodation);
 - 4.1.3 the Client is insolvent or the Hotel has reasonable grounds for anticipating the same;
 - 4.1.4 the Hotel is not satisfied with the client's credit status;
 - 4.1.5 in the opinion of the Hotel, the Event might prejudice the reputation of the Hotel;
 - 4.1.6 if the Hotel, or any part of it, is closed or damaged due to circumstances beyond its reasonable control; or
 - 4.1.7 the Hotel is requested to cancel the Event by any government or other authority.
- 4.2 **By the Client:**
In this clause 4.2, the Event will be considered "Cancelled" by the Hotel when a Client, by written notification to the Event Manager
- 4.2.1 cancels or postpones the entire Event;
 - 4.2.2 cancels or postpones any element of the Event (e.g. meal / syndicate rooms);
 - 4.2.3 reduces the number of guests/delegates below that permitted in clauses 2.2 and 2.3; or 4.2.3 reduces the duration of the Event as a result of which the contracted value is reduced; and the Hotel subsequently acknowledges such notification by the Client in writing.
- 4.3 If an Event is Cancelled, the Hotel shall have the right to impose a cancellation charge ("Cancellation Charge"), which shall be calculated as a percentage of the Total Price as detailed below.
- Timing of Cancellation Percentage of Total Price**
- In excess of 6 months prior to the Event - 30%
 - 6 - 2 months prior to the Event - 60%
 - 2 months - 2 weeks or less prior to the Event - 90%
 - Less than 2 weeks prior to the Event - 100%
- The Hotel will use reasonable endeavours to re-sell to another client the

accommodation, function rooms, services and other facilities booked in connection with the Event and a proportional reduction in the Cancellation Charge will be made if the Hotel is successful.

In relation to Weddings the following Cancellation Charge will apply

Timing of Cancellation Percentage of Total Price

In excess of 6 months prior to the Event - 50%
6-1 months prior to the Event - 75%
Less than 1 month prior to the Event - 100%

- 4.4 If a Cancellation Charge is due, any deposit will be held until the original Event dates have passed and an assessment of the charges can be made by the Hotel and the deposit offset against the Cancellation Charge.
- 4.5 Any guests or delegates who do not arrive or depart early will be charged at 100% of their Total Price.

5.0 Payment terms and credit accounts

- 5.1 The Hotel reserves the right to amend the Price upon written notice to the Client in order to reflect any change in cost beyond the reasonable control of the Hotel (including but not limited to changes in VAT and import / export duties).
- 5.2 The Client shall make all payments due under the Contract in Pounds Sterling and within 14 days of the date of the relevant invoice or request for payment. A £2.95 additional administration charge will be made in respect of payment made by credit cards. There is no charge for payment made by debit cards.
- 5.3 A credit account may be applied for up to 28 days prior to the Event and, if accepted, will be confirmed to the Client by the Hotel. The Hotel will use reasonable endeavours to ensure that appropriate credit checks are carried out within the required timescales. For the avoidance of doubt, credit accounts are given at the absolute discretion of the Hotel and no assumption can be made on the part of the Client regarding credit until expressly notified by the Hotel.
- 5.4 The Hotel reserves the right to amend or withdraw credit facilities at any time and/or require payment of the Price or any other amount due in full or in part, without further liability, upon written notice to the Client if in the Hotel's view, the Client's credit worthiness deteriorates. The Hotel also reserves the right to levy an invoice surcharge up to 10% of the Total Price as a late payment charge. The Client will be entitled to deduct this charge from the invoice payment providing that the relevant invoice is settled within 14 days of the invoice date.
- 5.5 If the Client is an approved credit account customer of the Hotel, the Client shall pay to the Hotel a deposit of 50% of the Total Price at least one month prior to commencement of the Event and shall pay the balance of the sum due within 14 days of the date of the invoice.
- 5.6 If the Client is not an approved credit account customer of the Hotel the following provisions apply:
- 5.6.1 The Client shall pay to the Hotel a deposit of 25% of the Total Price at the time of confirming the Event booking
 - 5.6.2 The Client shall pay the balance and any additional cost incurred by the Hotel in connection with the Event at least 28 days before the date of the Event.
 - 5.6.3 The Client shall provide the Hotel with credit card details at least 14 days before the Event to cover the cost of any additional charges that may be incurred.
- 5.7 For wedding events the following provisions apply:
- 5.7.1 The Client shall pay to the Hotel a £750 non-refundable deposit at the time of confirming the Event booking.
 - 5.7.2 The Client shall pay to the Hotel an additional deposit of 50% of the Total Price at least three months before the Event.
 - 5.7.3 The Client shall pay the balance of the Total Price and any additional cost incurred by the Hotel in connection with the Event at least 28 days before the Event.
 - 5.7.4 The Client shall provide the Hotel with credit card details at least 14 days before the Event to cover the cost of any additional charges that may be incurred.
- 5.8 Should the Total Price of the Event increase after the initial deposit has been paid, the Hotel may request an additional deposit be paid prior to the Event.
- 5.9 If the Client fails to pay any amount due under the Contract on the due date the Hotel may charge interest at an annual rate of 4% above the base rate for the time being of National Westminster Bank Plc for the period from the due date up to and including the date of receipt (whether before or after judgment).
- 5.10 The Client shall notify the Hotel of any disputed amounts within 5 working days of the date of the invoice or request for payment. The Client shall pay the undisputed amount within 14 days of the date of the invoice. The disputed amount may be withheld until the dispute is resolved but shall bear interest as set out in clause 5.9 if found to be due.
- 5.11 All payments by the Client to the Hotel shall be made without deduction or set off.
- 5.12 Invoices shall be sent to the address and be marked for the attention of the person as detailed in the Appendix. The Client shall notify the Hotel of any change to the billing address or addressee as soon as reasonably practicable.

6.0 Outside and third party contractors

- 6.1 The Client shall be obliged to provide confirmation of the identity and details of any outside and third party contractors for the Event when requested to do so by the Hotel and in any case not less than 28 days before the Event, in writing or otherwise by e-mail to the Event Manager. The Client shall not be entitled to use any outside and third party contractors without the prior written approval of the Hotel in writing or otherwise by email.
- 6.2 The Hotel reserves the right to refuse any external entertainment, services or activities that the Client may have arranged and does not accept any liability for the acts or omissions of any party employed by the Client in connection with the Event.
- 7.0 Hotel Rules**
- 7.1 Each hotel may have specific rules, procedures and policies relating to access to and use of the hotel and facilities at the hotel (such as health and safety, security, smoking and behaviour of guests).
- 7.2 The Client shall (and shall procure that any and all attendees and outside and third party contractors) comply at all times with all rules, procedures and policies and regulations (whether statutory or otherwise), and any reasonable requests of the Hotel. The Client shall be responsible for any acts or omissions of any and all attendees and outside and third party contractors.
- 7.3 The Client shall ensure that these Conditions and all rules, procedures and policies and regulations (whether statutory or otherwise), and any reasonable requests of the Hotel are brought to the attention of all attendees and outside and third party contractors.
- 7.4 The Hotel reserves the right to refuse entry to the hotel or eject any attendees and outside and third party contractors from the hotel who do not comply with these Conditions and all rules, procedures and policies and regulations (whether statutory or otherwise) or any reasonable requests by the hotel.

8.0 Licences

- 8.1 The Hotel shall be responsible for applying for any additional licences, consents and permits required in connection with the Event in its own name, provided the Client gives sufficient notice of their exact requirements to allow such applications to take place and the Client meets the reasonable costs associated with such application. If any application for any additional licences, consents and permits required in connection with the Event is unsuccessful, the Client shall not be entitled to cancel or postpone the Event and the Event shall be subject to any licences, consents and permits actually obtained or maintained by the Hotel.
- 8.2 The Client shall (and shall procure that all third parties employed by the Client) comply with the terms of all licences, consents and permits (including any conditions attached thereto) and any decision or recommendation by the licensing officer or other licensing or entertainment authority.

9.0 Security

- 9.1 Unless specific security arrangements are made with the Hotel, the Hotel accepts no responsibility or liability for any loss or damage to property of the Client, delegates/guests or any third parties employed by the Client beyond that provided for in the Hotel Proprietors' Act 1956 (as may be amended). The Client should note that some Event rooms are not capable of being locked and that the Client shall be responsible for informing its delegates/guests of this prior to the Event and for taking all reasonable security measures.
- 9.2 Security can be arranged by the Hotel with adequate prior notice at an additional charge.

10.0 Fire, health and safety

- 10.1 The Client shall (and shall procure that all third parties employed by the Client) comply at all times with all fire, electrical, health and safety regulations (whether statutory or otherwise) including (but not limited to) the Fire Precautions Act 1971 (as may be amended).
- 10.2 The Client shall ensure that any materials brought into the Hotel (e.g. stage sets) are so far as possible made of non-flammable materials, that fire exits are kept clear at all times, and where a fire exit sign will be obscured, the Client shall ensure that appropriate temporary signs are erected.
- 10.3 All electrical contractors must be NICEIC, LEA or IEE registered and the Client shall provide the Hotel with written evidence of this as requested by the Hotel.
- 10.4 The Client shall provide the Hotel with a list of names of all visiting contractors and third parties if so requested by the Hotel.
- 10.5 The Hotel reserves the right to evacuate the Hotel in the event of a Fire Alarm or other emergency irrespective of whether it is a genuine emergency or not, in order to protect all guests and staff and in this event, does not accept any liability for any consequent delay to the Event.
- 10.6 The Client shall obtain the prior written approval from the Hotel and any public authority (where necessary) if (or any third party employed by it) wishes to fix items to the walls, floors and ceilings or to use smoke machines, lasers, fireworks, cracked oil, dry ice or any form of pyrotechnic.
- 10.7 Where motor vehicles will be used and/or displayed in connection with the Event, the Client shall (and shall procure that all third parties employed by the Client in this regard) comply with the following provisions:
- 10.7.1 the vehicle shall not contain any fuel of any nature;
 - 10.7.2 the vehicle's battery shall either be removed or disconnected prior to the vehicle entering the Hotel's premises;
 - 10.7.3 the vehicle (including, but not limited to, its tyres) shall be satisfactorily clean;
 - 10.7.4 access and exit times that have been specified or agreed with the Hotel shall be strictly adhered to; and
 - 10.7.5 any appropriate oil drip trays are used.
- 10.8 The Hotel reserves the right to refuse access by any vehicle for failure to comply with any of the provisions in clause 9.7, any reasonable request of the Hotel or if it considers that access and/or use of the proposed vehicles may cause damage to the Hotel's premises.

11.0 Liability

- 11.1 Subject to clause 11.3 below, the Hotel is not liable to the Client in contract, tort (including negligence or breach of statutory duty) misrepresentation or otherwise, including but not limited to for any of the following losses or damages, whether direct or indirect, and even if such losses and/or damages were foreseen, foreseeable or known, or the Hotel was advised of the possibility of them in advance:
- 11.1.1 loss of business opportunity;
 - 11.1.2 loss of anticipated savings;
 - 11.1.3 loss of goodwill; or
 - 11.1.4 any indirect, special or consequential loss or damage howsoever caused.
- 11.2 The entire liability of the Hotel under or in connection with the contract whether for negligence, breach of contract, misrepresentation or otherwise, is limited in respect of each event or series of connected events to the Price.
- 11.3 Nothing in this Contract shall operate to exclude or restrict either party's liability for:
- 11.3.1 death or personal injury resulting from negligence; or
 - 11.3.2 fraud or deceit
- 11.4 The Client shall indemnify and keep indemnified the Hotel from and against all claims, actions, damages, liabilities and costs (including professional fees) arising out of the acts or omissions of the Client or any guest/delegate or third party employed by the Client, save to the extent that any such claim arises as a result of the negligence of the Hotel, its employees or agents.

12.0 Force majeure

- 12.1 In this clause 11, "Force Majeure Event" means any circumstance beyond the control of the Hotel including, but not limited to acts of God, fire, explosion, adverse weather conditions, flood, earthquake, terrorism, riot, civil commotion, war, hostilities, strikes, work stoppages, slow-downs or other industrial disputes, accidents, riots or civil disturbances, acts of government, lack of power and delays by suppliers or materials shortages but, for the avoidance of doubt, nothing shall excuse the Client from any payment obligations under the Contract.
- 12.2 If the Hotel is prevented or hindered from hosting the Event by a Force Majeure Event, the Hotel may, at its sole option, and without being liable for any loss or damage suffered by the Client or guests/delegates or any third party employed by the Client re-locate the Event to another hotel in the same locality, or terminate the Contract forthwith by giving notice to that effect to the Client.

13.0 General

- 13.1 Should any delegates/guests or third parties employed by the Client behave in a manner that is considered unacceptable to the Hotel, the Hotel reserves the right to remove such party persons from the premises and/or terminate the Contract. In this event, no monies will be refunded to the Client.
- 13.2 The Client shall pay for the cost of repairing any damage caused to the property, contents or grounds of the Hotel by the Client or its guests.
- 13.3 The Client shall not (and shall ensure that all guests/delegates and third parties employed do not) use the name, logo or any details of the Hotel for any matter, or permit external food or beverage to be brought into the Hotel without the prior written approval of the Hotel.
- 13.3.1 exceptions to clause 13.3 above are allowed solely for foods required by a specific client, guest or delegate due to a dietary intolerance. These food items must be clearly marked with the details of that specific client, guest or delegate with an instruction that the item(s) concerned must not be used for anyone else.
 - 13.3.2 if a client/guest or delegate wishes to bring in a celebration cake to a function and requests that it is cut by a member of the hotel staff, a disclaimer form CP13, must be completed and signed by the client.
 - 13.3.3 it is a policy of the company not to warm any form of baby food brought into the premises by a client or guest. Should any client or guest want a bottle of milk warmed, it is permissible to offer a jug of hot water for the client or guest to warm the bottle themselves. Under no circumstances should members of hotel staff warm bottles of milk.
 - 13.3.4 if a client/guest or delegate wishes to take away any items of food included on the Event appendix following the conclusion of an Event, that has been prepared by the hotel, a disclaimer form, must be completed and signed by the client, removing all liability from the hotel for the onward safe storage of the said food items.
- 13.4 The Client shall not (and shall ensure that all guests/delegates and third parties do not) permit any goods, services or any other matter capable of being sold (including, but not limited to, tickets) to be sold within the Hotel's premises without the prior written approval of the Hotel and any public authority (where necessary).
- 13.5 If any provision of this Contract is found by any court or administrative body of competent jurisdiction to be invalid or unenforceable, such invalidity or unenforceability shall not affect the other provisions of this Contract, which shall remain in full force and effect.
- 13.6 If any provision of this Contract is so found to be invalid or unenforceable but would cease to be invalid or unenforceable if some part of the provision were deleted, the provision in question shall apply with such modification as may be necessary to make it valid and enforceable.
- 13.7 A person who is not party to this Contract shall have no rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Contract. The clause does not affect any right or remedy of any person, which exists or is available otherwise than pursuant to that Act.
- 13.8 This Contract constitutes the entire agreement and understanding between the parties in respect of the matters dealt with in it and supersedes, cancels and nullifies any previous agreement between the parties relating to such matters notwithstanding the terms of any previous agreement or arrangement expressed to survive termination.
- 13.9 No variation or alteration of any of the Contract shall be effective unless it is in writing and signed by or on behalf of each party.
- 13.10 This Contract shall be governed by English Law and the parties to this Contract submit to the jurisdiction of the English courts.

The Legacy Royal Victoria Hotel

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Gwynedd,
LL55 4TY

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We are delighted you are considering celebrating your big day with us by holding your wedding at The Legacy Royal Victoria Hotel. As requested you will find enclosed your personal copy of our wedding brochure for you to browse through at your leisure.

Situated in the heart of Snowdonia, The Legacy Royal Victoria Hotel offers you a warm welcome and a comfortable stay, making it the perfect venue for any special occasion.

The hotel can accommodate your wedding day with ease and is able to cater for up to 130 guests in the evening. For smaller numbers, we also have a selection of unique rooms in which to celebrate your big day. I have enclosed details of our wedding packages with various menus and drinks options, and our experienced wedding team will help organise your day, focusing on every detail to ensure it runs perfectly.

We have celebration packages to suit all tastes and budgets. Our current prices are correct at the time of going to press, but may be subject to revision, without notice, for future events. I would like to invite you and your partner to visit the hotel for you to see this great venue, which has been hosting wedding celebrations for many years.

We have a collection of standard and executive bedrooms available to accommodate both you and your guests. We, like all venues, are complying with the legislation to provide a smoke-free public environment – furthermore, we have taken this opportunity to convert all our bedrooms to non-smoking.

Should you require any further assistance, please do not hesitate to contact me directly or any member of the events team on 0870 832 9903 or email to mev-royalvictoria@legacy-hotels.co.uk

Yours sincerely,

General Manager

Tel: 0870 832 9903



weddings at The Legacy Royal Victoria Hotel