Essential information – Bacchus Wedding Bars

[www.bacchusweddingbars.co.uk](http://www.bacchusweddingbars.co.uk/)

To help us understand how your wedding day will unfold, would you kindly supply us with any the following relevant information, but only once final decisions have been decided. please ignore questions that do not apply.

* Your Name
* Event Date
* Number of adult day guests
* Number of adult evening guests
* Ceremony Time
* Is your ceremony On or Off Site?
* Please tell us your Caterers Day :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Evening:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **Please confirm if you have booked one of the following packages:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Midweek**  **Offer BYO** | **Winter**  **Wedding Offer BYO** | **Bespoke** | **Deluxe**  **All**  **Inclusive**  **1 Day** | **Deluxe**  **All Inclusive**  **2 DAY** | **Supply Your Own** | **House**  **Party**  **2 Days** |
|  |  |  |  |  |  |  |

* If off site, please indicate the approximate time we may expect you back at Brympton for your drinks reception
* Do you require us to supply Pre Ceremony Drinks? for more information please visit our web site www.bacchusweddingbars.co.uk
* Please confirm if you require the Library Bar open prior to your ceremony, provided free of charge, (Excludes Brympton’s Midweek and Winter Wedding Offers. Pre-ceremony bars can be supplied for an additional charge of £125)
* Please confirm if you require the Library Bar to be open during your Drinks Reception and Wedding Breakfast @£250 Starting from the beginning of the drink’s reception to the end of the wedding breakfast?
* Please confirm if you require a **Bacchus Day Drinks Package** for your drink’s reception and Wedding Breakfast?
* If you are concerned your package may not be sufficient to service your guests needs (you may have a longer than normal drinks reception), please talk to us and we can arrange for some additional drinks to be available should you require more at short notice!
* If you have you purchased a **Brympton** **Midweek/Winter wedding** package and opting for the **“Bring Your Own” drink”** option please contact your **Designated Caterer who will be responsible for all your BYO arrangements until your evening reception begins.**

**Please tell us if you require a Pre-or Post Ceremony Bar/s, charged @£125 per 2 hour sessions**

The Bacchus Team will be on site in the evening to open their Stables Bar from the end of your wedding breakfast to 11.30 p.m. Free of Charge, **although please note there is now a £150 evening Site Security charge added to your final invoice, which is required as per. your Brympton Contract**

* Please inform us who is Catering for your event
* Do you require us to supply Soft Drink Fountains which serve 60 small drinks @£150 per. fountain**? Please note the Day Drink Packages already include unlimited soft/s drink option**
* Wedding breakfast - please give approximate start and finish times, so that we know when to expect your guests to arrive at the stables
* **Wedding Breakfast Wines**. If you are selecting to opt for a **Day Drinks Package** which includes half a bottle of wine per. Guest, please tell us your choices, which can either be White, Red or Rose Wines or a combination of all three
* Do you want to add an unlimited wine option for your wedding breakfast wines in package?

**Charged at the following rate per guest over 18 years old**

**Standard Package £7.50, Deluxe £10.00, Premium £12.50**

* **Do you want us to supply alcoholic Drink Favours? Please note there will be a corkage charge applied to supply your own. Small spirit measures (25ml) are charged at 75p per favour, large spirit measures (50ml) favours are charged at £1.50 per favour. Please contact us regarding any other alcoholic drink favours**.
* Please confirm if you require the Stables Bar for your evening reception – from the end of the wedding breakfast to 11.30 pm. (With 30 minutes drinking up time – event to finish at 12 midnight) when the bar closes, unless a late licence has been applied for ( Excludes Brympton’s Deluxe Package Bar which closes at 1.30 a.m.)
* **Do you require a late licence extension to the bar? please note this now includes a Site Security Charge, for a one hour extension the total cost including security is £700, for a two hour extension the total cost is £800 (excluding New Year’s Eve) maximum extension permitted is two hours to 1.30am with 30 minutes drinking up time – function to end at 2.00am. For All Inclusive Deluxe Weddings the extension and security charge is already paid**
* How this works: If you extend the bar licence for one hour from 11.30 pm. to 12.30 am. We allow 30 minutes drinking up time in the Stables, your D.J. or Band are permitted 30 minutes packing up time. Extra packing up time is chargeable.
* Do you require an **Evening Drinks Package?** If so, please tell us your choice
* **The Night Cap Service, please tell us if you would like this service**

**Night Cap Service is for I Hour after the Stables Closes**

**inclusive of all hot beverages and liquors, £700**

**The night cap service is provided by Bacchus** **in the Library Bar of the main house, Please** note there is no Bar Service available, limited to resident guests, including the Stables and The Fat Pigeon **(please note there is an additional charge for extra guests staying in the** **Bell Tents of @£6.50 per. guest).** The service runs for one hour from 20 minutes after the stables complex is closed, from 12.20 a.m. unless a bar extension has been applied for (for a one-hour extension add 1 hour on to this time, for a 2 hour extension add 2 hours). Includes Hot Beverages, Tea, Coffee, a selection of seven Liquors, Port & Whisky, including – A Malt Whisky, Drambuie, Tia Maria, Grand Marnier, Baileys, Jameson’s Irish Whisky, Port & Cognac

**Please remember this is a winding down service, for residents who wish to have a quiet drink with other guests before retiring**

* Please tell us about any other special arrangements you would like to make
* **Day Before / Day After arrangements, please give details:**

**Do you require the bar to be open? (Chargeable £250 per. maximum 6-hour session)**

Library Bar can be opened the night before anytime in the evening for a maximum 6 hours, chargeable @£250 per. maximum 6 hour session to include 30 minutes drinking up time

Please note there is an additional £150 Evening Security Charge **(Excluded for Deluxe All Inclusive Bookings)**

**BBQ’S AND GARDEN PARTIES THE NIGHT BEFORE**

**Corkage charges apply to any drinks you supply**

**Still Wine £12, Sparkling Wine £14, Champagne £18**

**Real Ales per. pint £1.50, Bottled Beers 330 ml. £1.15**

**Soft Drinks are all priced @£2.50**

**Bacchus will chill your drinks and supply plastic glassware for outside use**

**Outside Functions**

If you plan to have an outside event at Brympton on the terrace or anywhere within the curtilage of the property – you are politely reminded of the **Noise Section of your BRYMPTON contract highlighted below**

**NOISE**

Please show consideration and respect to our neighbours by keeping noise levels down, especially late at night. It is not permitted to play or cause to be played live or amplified music in the grounds after 7.30 pm. Live or amplified music may be played inside the venue after 7.30 pm but is subject to a noise limiter

**Do you require any drink requirements for BBQ'S or Wine to accompany dinner?**

Our House wines can be viewed at our website; [www.bachusweddingbars.co.uk](http://www.bachusweddingbars.co.uk/).

All £22 per. bottle

Please confirm you have read and agreed our terms and conditions below:

**Terms & Conditions**

**Generally, it is not permitted to bring onto the premises (including the Fat Pigeon**

**B & B, Stables & Main House Bedrooms) any drinks, without exception, which would affect sales through the bars. Once Licensed Bars are open, all alcohol is regulated by the licencing act, guests are not permitted to bring onto the premises any drinks controlled under the Licensing Act**

**A Site Security Charge is charged to all bookings, as per your Brympton Contract**

**No variation to our terms and conditions are permitted unless confirmed in writing by Bacchus**

**Please note bar service finishes 30 minutes prior to event closing time i.e. if the event finishes at 12 midnight the Bar Service closes at 11.30 pm. Or if you apply for a late licence i.e. until 1am bar service will finish at 12.30am. A drinking up period of 30 minutes is allowed for evening bars, after this period guests will be requested to vacate the bar, so they can be closed and secured**

**All music should cease 15 minutes after the bar has closed, i.e., 11.45 p.m. YOUR BAND OR D.J. HAVE 30 MINUTES FROM MIDNIGHT ‘get out time’ to pack up their equipment. All equipment must be vacated at the end of the session and cannot be left on site overnight. If security staff have to stay and wait after this time this will incur extra charges of £250 per hour or part of. Please ensure NON-RESIDENT guests who require Taxi's, book these in good time at the beginning of the evening, especially at weekends when demand is high.**

**Your guests remain your responsibility at all times**

**It is your responsibility to ensure you keep Bacchus Wedding Bars fully informed of all your drink requirements. You must provide us with a copy of your agreed Brympton Top Sheet three weeks prior to your event date. Please note late alterations and requests will not be considered unless full payment is received prior to the event taking place**

**If you have arranged or contracted any third-party service staff i.e. The BAND, D.J etc to have free drinks from the bar, an arrangement must be put in place with the bar prior to the event commencing and before the dispense of any drinks, (we are usually instructed to limit these to soft drinks only)**

**Once the Licenced Bar in the Stables is open, it is not permitted to enter the premises with your own alcohol, which would be in breach of our license. If guests are found to be supplying their / your own alcohol, this is taken very seriously and could lead to cancellation of your evening event**

**It is not permitted to take alcohol or bottles of wine from the wedding breakfast or the main house over to the Stables Bar, anything left over from your package or belonging to you, (except opened bottles which will be disposed of, unless you instruct otherwise by the end of the dinner) will be packed up by the evening events manager at the end of the wedding breakfast for you to take home the next day on departure – anything not taken within 1 month of your event date will be disposed of**

**Please note all prices, offers and packages are subject to change without notice, however in order to fix a price at any point in time you may pay in full up to 12 months ahead, prior to your event date. This will guarantee that there will be no further price increases.**

**Offers cannot be used in conjunction with any other**

**Drinks favours for your guest’s dinner or bedrooms can be purchased through Bacchus Wedding Bars,**

**Please note there will be a corkage charge applied to supply your own. Small spirit measures (25ml) are charged at 75p per favour, large spirit measures (50ml) favours are charged at £1.50 per favour. Please contact us regarding any other alcoholic drink favours.**

**Bars are supplied free of charge\* on wedding days prior to your wedding ceremony for up to two hours free \*\*from midday and from the end of the wedding breakfast until 11.30 p.m. We regret these hours are not transferable to any other part of the day**

**\*\*Excludes Brympton’s Mid Week and Winter Wedding Offers**

**Unacceptable Behaviour**

**WE HAVE A ZERO TOLERENCE IN REGARD TO WHAT WE DEEM IS UNACCEPTABLE BEHAVIOUR, INCLUDING SUBSTANCE ABUSE, ABUSE TO STAFF AND THREATENING BEHAVIOUR, IN THOSE CIRCUMSTANCES WE RESERVE THE RIGHT TO CLOSE DOWN YOUR EVENT IMMEDIATELY, you will forfeit the right to any compensation**

**Our Liability**

**Bacchus shall not be responsible for any loss or damage to any belongings or injuries sustained by you or any member of your party or third party suppliers you have engaged. We reserve the right to close your event immediately for un acceptable behaviour without compensation, or cancel your booking at any time if deemed necessary, our total liability will be to refund to you all sums which you have already paid**

**I have read and fully understand the above terms and conditions and agree to comply with them**

**Signed: Name (Please Print)**

**Date:**

**Payment terms: our invoices are sent out 3 weeks prior to the event date, unless requested earlier, due for payment within 7 days. Once the invoice has been raised, this is the cut off point for any for any further changes.**

**It is worth noting you can guarantee prices on a pre-paid basis up to 12 months prior to the event date.**

**Please note we try only to review our prices once a year in March**

**All prices are subject to change without notice because of circumstances beyond our control i.e. supplies increases and changes in excise duty.**

**Offers & packages are subject to your confirmed agreement of our terms and conditions and liable to change without notice or may be withdrawn at any time**

**1/1/20**