

Your Special Day

at the Clarion Hotel Sligo

Located on the outskirts of Sligo Town and overlooked by the majestic Benbulbin Mountain is the Clarion Hotel Sligo.

Dating back to 1848 and designed by William Dean Butler, the Clarion is a landmark building boasting a striking granite exterior, which has been sensitively restored and remodelled as a beautiful contemporary 4 star hotel.

We invite you to celebrate your most memorable day with us. Our professional events team understands the importance of this occasion – our aim is to ensure every last detail of your day is planned and delivered to your expectations.

From the small intimate reception to the larger more traditional banquet for up to 350 guests, everything a bride and groom could wish for can be found right here.

Complimentary to you

our Wedding Package includes

- A suite for the Bride and Groom on the night of your reception and either the night before or the night after your wedding day
- Champagne on arrival to the hotel for the Bride & Groom
- Tea/Coffee reception on arrival to the hotel for your guests
- A red carpet welcome
- Personalised menus cards, table plan and place names for the top table
- Fresh floral decoration and candles on tables
- Use of the hotel's cake knife and silver cake stand
- Chair Covers
- The services of a Toastmaster
- Use of a microphone/PA system
- Complimentary room hire for the Pegasus Suite
- Complimentary hire of "Canis Major" for your arrival drinks reception
- Special accommodation rates for your guests on the night of the wedding (maximum 20 rooms)

Pay less for Midweek Wedding Receptions

A 10% **discount** on the wedding menu applies to receptions booked midweek (Monday - Thursday, excluding bank holiday weekends and from 24th - 31st December inclusive)

Civil Ceremonies at the Clarion

Did you know that we have a licence to hold Civil Ceremonies? For these ceremonies we can offer our Canis Major, a beautifully converted chapel situated on the hotel grounds, dating back to the 1800's. This venue can cater for up to 200 guests.

Details available on request.

Wedding Guest Accommodation

For your wedding guests, we can block book up to 20 standard guestrooms in the hotel for the night of your wedding at a special rate.

2010 Rates:

May - October

€125.00 per standard room B&B on the night of the wedding (Maximum 2 adults sharing)

November - April

€115.00 per standard room B&B on the night of the wedding (Maximum 2 adults sharing)

A supplement is payable for an upgrade to a suite from €25.00 per room per night
Children under 17 years enjoy complimentary B&B when sharing a parents' room

Terms & Conditions:

- A credit card confirmation for each individual room booking made from the wedding party room allocation or a 50% deposit per room per night is required to secure reservations.
- Cancellation Policy: Rooms may be cancelled without charge up to two days prior to the date of arrival. Within 48hours, a cancellation fee of one night's B&B will be charged.
- Rooms within the allocation that have not been booked will be automatically released 6 weeks prior to the date of the wedding.
 - Check-in is from 4pm and check-out is anytime before 12 noon on the day of departure.
 - Rooms will be sold subject to availability at the normal room rate in excess of the wedding party allocation.
- Rooms within the allocation will be sold on a first come first served basis from the date of confirmation of the wedding unless the bride and groom informs the hotel that they will provide a rooming list for the allocated rooms and guarantees the rooms with their own credit card or deposit.

Wedding Menus

Starters

Caesar Salad of Baby Cos Lettuce, Crispy Bacon, Chicken,
Garlic Croutons with freshly shaved Parmesan

Oak Smoked Salmon with Capers, Red Onion and Lemon Dressing

Pressed Game Terrine with dressed Beans and Truffle Vinaigrette

Clarion Prawn Cocktail served with special Marie Rose Sauce

Traditional Chicken and Spring Onion Vol au Vent

Seafood Platter – a selection of seafood (smoked and fresh) served with mixed leaves

Fantail of Honeydew Melon served with Fruit Coulis

Grilled Goats Cheese served on a Pesto Crust and a Herb Salad

(An additional charge of €4.00 per person is payable for a choice of starter, added to the cost of the most expensive dish chosen).

Soups

Cream of Leek, Potato and Black Pepper Soup

Vegetable Soup with Parsley Cream

Cream of Mushroom & Fennel

Cream Basil scented Tomato

Cream of Chicken and Sweetcorn

Cream of Carrot and Coriander

Main Courses

Traditional Roast Turkey and Honey Roast Ham served with Herb Stuffing and Natural Gravy
€46.00

Roast Sirloin of Beef in a Pepper Sauce
€48.00

Pan Seared Supreme of Chicken with a Tomato and Olive Stuffing, Wild Mushroom Cream
€44.00

Grilled Fillet of Salmon, Spinach and Onion, served with a Citrus Sauce
€46.00

Baked Fillet of Cod, Herb Crust served with Pesto Cream
€48.00

Slow Poached Monkfish Tails with a White Crab Crust, Pesto Veloute
€48.00

Roast Leg of Lamb served with Mint Sauce and Natural Gravy
€46.00

Pan Seared Gammon on a Bed of Colcannon in a Parsley sauce
€44.00

Seared Fillet of Pork, Apple Puree, Smoked Garlic Cream
€44.00

And for Vegetarians..

Vegetable & Goats Cheese Strudel served with Spicy Peppers Essence Rocket & Parmesan Salad

Penne Pasta Tossed with Sundried Tomatoes, Green Onion, Pesto and Shaved Parmesan

Asparagus and Red Onion Tartlet served with a Herb Salad & Tapanade Cream

(Vegetarian meals are charged the same as the menu on the day)

All main courses are accompanied by a selection of Fresh Market Vegetables and Potatoes

The prices outlined above with each of the main courses include the cost of one starter, one soup, one main course, one dessert and tea/coffee.

(An additional charge of €5.00 per person is payable for a choice of main course, added to the cost of the most expensive dish chosen)

Desserts

Assiette of Homemade Desserts

Classic Tiramisu, Coffee Anglaise

Black Forest Gateau

Profiteroles with Hot Orange Chocolate Sauce

Clarion Fresh Fruit Salad with Cream/Ice cream

Traditional Apple Pie and Cream

Cadburys Crunchie Mousse

Pavalova "Our Way"

(An additional charge of €4.00 per person is payable for a choice of dessert, added to the cost of the most expensive dish chosen)

Wedding Evening Menu

Tea, Coffee and a selection of House Sandwiches
€6.00 pp

Tea, Coffee, Selection of House Sandwiches, Mini Wraps and Cocktail Sausages
€7.50 pp

Tea, Coffee, Open Sandwiches with luxurious fillings, Mini Wraps, Cocktail Sausages
€8.50 pp

Optional additional items

Chicken Goujons: €2.50 pp

Spring Rolls: €2.50 pp

Chicken Wings: €2.50 pp

Vegetable Samosas: €2.50 pp

Spiced Potato Wedges: €2.50 pp

*All rates are inclusive of VAT and subject to change.
Service charge is additional and at your discretion.*

Terms and Conditions

1. Provisional bookings:
Provisional bookings will be held for no longer than 14 days. After this time, provisional bookings will be automatically released for resale.
2. Deposit:
A non-refundable deposit of €2,000 and a signed copy of the terms and conditions are required to confirm a booking. Deposits will be credited against your final bill for the reception.
3. Cancellation:
In the event of a cancellation by the client, the following cancellation charges will be incurred:
 - a. Between 36 and 20 weeks prior to the date of the wedding - 25% of services booked
 - b. Between 19 and 12 weeks prior to the date of the wedding - 50% of services booked
 - c. Between 11 and 4 weeks prior to the date of the wedding - 75% of services booked
 - d. Within 4 weeks prior to the date of the wedding - 100% of eventCancellation charges include all pre booked items including accommodation. Cancellations must be received in writing.
4. Postponement:
In the event of a postponement by the client:
 - a. Prior to one year of the original date booked, the deposit may be transferred to a date booked within six months of the original date, subject to the hotel's availability
 - b. Within one year of the original date booked, the cancellation policy in section 3 will apply. The cancellation fee may be applied to a date booked within six months of the original date subject to the hotel's availability
5. Amendments:
The Hotel may accept verbal amendments to the arrangements given by the bride and groom during the course of the function or by anyone acting on behalf of the bride and groom. The bride and groom will pay for any additional services so provided.
6. Payment:
All accounts including accommodation (if being charged to the main account) must be settled no later than 14 days in advance of your wedding reception. In order to facilitate you with this we will provide you with a pro-forma invoice. Any outstanding balances must be settled on the day following your wedding reception. A credit card must be given for guarantee of all of the above at the time of confirmation. The Clarion Hotel Sligo will only accept cash, bank draft or credit card.
7. Guest numbers:
The minimum number of guests required to book the Pegasus Suite on a weekend date in July/August is 150. The final number of guests must be submitted 72 hours prior to the date of the wedding reception. The final number charged for will be calculated on whichever is the greater of the following:
 - Final confirmed number
 - Guaranteed minimum number as per the contract (90% of the original number booked) or
 - Actual number of guests attending
8. Entertainment:
The Clarion Hotel Sligo will not accept responsibility for any entertainment that has not been reserved directly by the hotel. However, it is essential that all entertainment arrangements have the approval of the hotel management, prior to the date of your reception. All entertainment providers are responsible for providing their own equipment and accept full responsibility for same, subject to the Health & Safety and Insurance requirements of the Clarion Hotel Sligo. Entertainment must finish at 0200 hrs.
9. Food & Beverage:
No food (excluding the Wedding Cake) or drink may be served or consumed on the premises unless the Hotel supplies it.
10. Menus:
The chosen menu must consist of a minimum of five course (one of which can include tea/coffee. Menus must be selected at least 3 weeks prior to the date of the wedding.
Menu items and prices may be subject to seasonal variation and dependent on their availability.
Wine vintages may vary from time to time due to supplier difficulties beyond our control.
11. Menu Tastings:
The Clarion Hotel Sligo does not include menu tasting in the wedding package.

12. Prices:

All prices quoted are in Euro and include VAT. The Clarion Hotel Sligo reserves the right to amend prices/charges of the product being supplied to the client in the event of changes in the rate of tax, the introduction of any governmental levy, or as a result of unforeseen supplier increases due to the market demand and/or lack of supply of the products required.

13. Late Bar:

Our bar will remain open until 12.30am Friday or Saturday or until 11.30pm Sunday to Thursday. If you require a bar extension, it is necessary to inform the hotel at least 12 weeks prior to the date of the wedding. A €500.00 charge is payable for bar extensions, subject to change with local licensing laws.

All guests, invitees and other persons must vacate the premises at the closing hour indicated. A late bar is available for hotel residents only. This is available up to 0330hrs

14. Wedding Guest Accommodation;

For your wedding guests, we can block book up to 20 standard guestrooms in the hotel for the night of your wedding at a special rate.

Terms & Conditions:

- A credit card confirmation for each individual room booking made from the wedding party room allocation or a 50% deposit per room per night is required to secure reservations.
- Cancellation Policy: Rooms may be cancelled without charge up to two days prior to the date of arrival. Within 48 hours, a cancellation fee of one night's B&B will be charged.
- Rooms within the allocation that have not been booked will be automatically released 6 weeks prior to the date of the wedding.
- Check-in is from 4pm and check-out is anytime before 12 noon on the day of departure.
- Rooms will be sold subject to availability at the normal room rate in excess of the wedding party allocation.
- Rooms within the allocation will be sold on a first come first served basis from the date of confirmation of the wedding unless the bride and groom informs the hotel that they will provide a rooming list for the allocated rooms and guarantees the rooms with their own credit card or deposit.

15. Damage:

The Bride & Groom must assume responsibility for any damage caused by them or any of their guests, invitees or other persons attending the function, whether in guestrooms reserved or in any other part of the hotel and undertakes to make good or pay full restitution for the making good of any material damage to furniture, fixtures and equipment. Any damage caused to the premises or grounds by the bridal party or their guests will be billed to the main account.

Should any of your Wedding Party disrupt the stay of any other residents please note that any refunds made in lieu of these disruptions will be charged to your main wedding account.

The hotel reserves the right to cancel the date in the following circumstances;

- a. The hotel believes the booking might prejudice the reputation of the hotel and in such an event, the hotel will refund all advance payments made but will have no further liability.
- b. Should guests attending the event, behave in any way considered to be detrimental, offensive or contrary to normal expected standards of behaviour.

The Clarion Hotel Sligo reserves the right to close the bar and terminate the music prior to the stated times if the situation demands it.

The hotel will not take responsibility for gifts, cards, cake etc left in the hotel. Please ensure you collect all your belongings before departure.

16. Schedule of Events:

In order for us to provide you with our high standard of service, the pre-arranged timings must be adhered to. Time of arrival, reception and sit down time must all be agreed in advance. The Hotel will not be responsible for services or food quality if the agreed timings are not adhered to.

To ensure quality of service, toasts must only commence after the service of dessert.

17. Other events:

The Clarion Hotel Sligo reserves the right to host additional events in suites not reserved by the client. Such additional events include, but are not limited to, banquets, conferences and/or weddings & dinner parties.

18. Beyond our control

If for any reason beyond it's control, the hotel fails to make available the rooms reserved for the event or to provide any of the agreed goods or services, it shall not be liable for any resulting loss or damage suffered by the bride & groom; and without prejudice to the generality of the foregoing, the hotel shall in no event be liable to loss or damage caused by labour disputes, power failure, government regulations or act of God.

Signed by Client: _____

Date: _____

Signed by Hotel: _____

Date: _____

Date of Function: _____

Numbers: _____ Guaranteed Minimum Number *: _____

(*Please note that this guaranteed minimum number is the minimum number of guests you will be charged for regardless of whether your numbers fall below this on the day)



BY CHOICE HOTELS