



Wedding Brochure

2021-2022

*Celebrate your special day
at The Cotswold Lodge
Hotel in the heart of
Oxford*

Contact Us

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01865 512121





Congratulations!

Excited, thrilled, over-the moon, on cloud nine? We know the feeling and we share it with you on this very special occasion.

The Cotswold Lodge Hotel has over 40 years of wedding planning experience and has learned to listen carefully to your ideas, to discuss your worries, to find the solutions and adapt to your every need.

Among many features, the hotel is situated in the heart of Oxford at walking distance from the University Parks which offer the perfect backdrop for your wedding photos. Cotswold Lodge also has on-site parking and 49 bedrooms for you and your guests at preferential rates.

Our function room is called the Norham Suite and seats up to 100 guests plus 20 evening guests. This room can accommodate evening entertainment including live bands and disco to finish your evening with a flourish. The *Norham Suite* has access to a patio courtyard where, in spring and summer, your guests can mingle with a glass of champagne. The courtyard is also ideal for an evening BBQ or Hog Roast.

Enclosed in this gorgeous brochure you will find information about our

***Civil ceremonies &
Partnerships***

Wedding Packages

Drinks & Food Options

Terms & Conditions

If you are interested in booking the Cotswold Lodge Hotel for your wedding day, reach out to our wedding coordinator who will happily arrange a show round of the hotel with you. Same thing if you haven't found exactly what you're looking for and want to know more about the hotel, we'll have a chat and adapt.

Our phone number is **01865 512121** and the best email address is **events@cotswoldlodgehotel.co.uk**.

Looking forward to meeting you!

Civil ceremonies & Partnerships

The Cotswold Lodge Hotel is a licensed wedding venue. Our *Norham Suite* is a large and elegant function room offering natural daylight and seating for up to 100 people.

Please note that you are responsible for booking the registrar to attend on the day. The Cotswold Lodge Hotel is unable to arrange this on your behalf.

For wedding ceremonies at the hotel we offer an all-inclusive ceremony package for **£600.00**.

This price is subject to a required attendance rate of 15 people and includes:

3-hours room hire

Chairs with covers and sashes of your choice of colour

Dedicated Wedding Planner

Use of our Bluetooth speaker for your entry music



The Wedding Packages

Are you planning on celebrating your wedding ceremony and wedding reception at two different venues? The hotel offers three wedding packages - Silver, Gold and Platinum - available every day of the week, for every season and ideal for a worry-free **wedding breakfast** followed by a **wedding reception** all under the same roof. The minimum attendance rate for any wedding package is of 30 people. Every package is inclusive of the following items:

**Room hire of the Norham Suite |
Chair covers and coloured
sashes | Dedicated Wedding
Planner | Private use of the bar
for your arrival drinks | Only
one wedding held per day |
Reduced accommodation rates
for your wedding guests |
Cutting and plating of your
wedding cake
| 20% VAT**



Our packages are not set in stone and adjustments can be made to meet your every need. Should you find the packages not to your taste, the hotel offers you the unique opportunity to build your own wedding package using our *Bespoke Package Creator*. Please, contact our wedding coordinator for further details.

Please note that children under 13 years old are not included in the package and will benefit from a children's menu and drinks at a reduced price.

If you are interested in booking accommodation for your wedding guests, our wedding coordinator will share our preferential rates upon request.

Do you need help embellishing your wedding venue with beautiful flowers? Our flower arrangements are ordered from a local partnered florist. Each flower arrangement is made with seasonal and British flowers in accordance to your colour theme and preferences. If you would like to know more about available flower arrangements and costings, please get in touch with the wedding coordinator.

Silver Wedding

PRICE PER PERSON:

Sunday to Friday £67.00

Saturdays £72.00

A glass of house cocktail on arrival

A selection of 2-canapes served with the arrival drinks

Three course Wedding Breakfast OR Hog Roast with a glass of wine

Glass of Prosecco to toast

Gold Wedding

PRICE PER PERSON:

Sunday to Friday £106.00

Saturdays £114.00

A glass of Rose Prosecco on arrival

A selection of 3-canapes served with the arrival drinks

Three course Wedding Breakfast with a glass of wine

Glass of Sparkling Wine to toast

Evening finger buffet

DJ and dance-floor until 11.30pm

1 night in the Bridal Suite on your wedding night with Breakfast in the morning

Platinum Wedding

PRICE PER PERSON:

Sunday to Friday £125.00

Saturdays £133.00

A glass of Peach Bellini on arrival

A selection of 4-canapes served with the arrival drinks

Three course Wedding Breakfast with half a bottle of house wine

Glass of Champagne to toast

Evening hot & cold buffet with alcoholic fruit punch

DJ and dance-floor until 11.30pm

1 night in the Bridal Suite on your wedding night with Breakfast in the morning



Drinks Options

We offer the choice of 3 different alcoholic drinks packages and a non-drinkers package to suit every taste and budget. You also have the option to operate a free pour in which case you would choose the number of bottles to be used from our drinks list. Get in touch with the wedding coordinator if you want to have a look at our drinks list for additional options and individually priced items.

Child Drinks (up to 12-year-old)

Unlimited Jugs of fruit squash throughout the day
£7.00 per person

Drivers and Non-Drinkers

A glass of fruit punch on arrival
Mineral water and elderflower presse served with meal
A glass of non-alcoholic Spumante to toast
£10.50 per person

The Sparkly Package

A glass of Peach Bellini on arrival
½ Bottle of house wine served with meal
A glass of Champagne to toast
£31.50 per person

The Bubbly Package

A glass of Rose Prosecco on arrival
A glass of house wine served with meal
A glass of sparkling wine to toast
£28.00 per person

The Chilled Package

A glass of house cocktail on arrival
A glass of house wine served with meal
A glass of Prosecco to toast
£21.00 per person





Food Options

Please find our menus on pages 6 & 7.

Menu 1 - Included in the wedding packages

£30.00 per person

Menu 2 - Upgrade your package £5.00 per person

£37.00 per person

Menu 3 - Upgrade your package £10.00 per person

£42.00 per person

Canapes

£1.95 each

Finger Buffet

from £17.50 per person

Hot & Cold Buffet

from £19.50 per person

BBQ, served in the courtyard
from £14.00 per person

Hog roast (up to 100 people), served in the courtyard at £1000.00.

Whole Hog spit-roasted pig served with bread rolls, Apple sauce, and stuffing carved by chef. A Mixed Garden Salad, Sue's Pink Coleslaw, Homemade Smokey New Potato Salad, Pasta and Mushrooms with tomato, basil and oregano dressing. Rice and Vegetable salad infused with spices from the East.

5 Tier Cheese Stack - Godminster Cheese Supplied. With biscuits and chutney (up to 25 people) £100.00

8 Tier Cheese Stack - Godminster Cheese Supplied. With biscuits and chutney (up to 100 people) £400.00

Ferris Wheel Candy Stand

60 servings £ 240.00

80 servings £ 265.00

100 servings £ 280.00

120 servings £ 300.00

Menus

Menu 1 - Included in the wedding packages

Starters

Seasonal Vegetable Soup and Croutons
Ham Hock Terrine, Date Puree, Tomato Concasse and Hazelnuts
Smoked Salmon Salad, Lemon Mayonnaise, Gem Lettuce and Pickled Fennel

Mains

Roasted Chicken Breast, Chicken Sauce, Lyonnaise Potato and Confit Carrots
Pan Roasted Fillet of Hake, Vermouth Sauce, Crushed New Potatoes and Baby Capers
Wild Mushroom and Spring Onion Potato
Gnocchi with Parmesan Cheese

Desserts

Basil Panna Cotta, Strawberry Compote and All Butter Shortbread
Chocolate Brownie and Berry Compote
Eaton Mess

Menu 2 - Upgrade your package £5.00 per person

Starters

Celeriac Velouté, Chive Cream and Croutons
Goat's Cheese Mousse, Salt Baked Beetroot, Pickled Pear and Walnuts
Beef and Potato Salad, Truffle Oil, Endive Lettuce and Hazelnuts

Mains

Confit Duck Leg, Red Wine Jus, Aromatic Braised Red Cabbage, Champ Mash and Tender Stem Broccoli
Roasted Fillet of Salmon, Chive Butter Sauce, Jersey Royal Potatoes, Braised Fennel and Vine Cherry Tomatoes
Cultivated Mushroom Risotto, Soft Garden Herbs, Crispy Onions and Endive Salad

Desserts

Sticky Toffee Pudding, Salted Caramel Sauce and Madagascar Vanilla Ice Cream
Chocolate Cheesecake, Cherry Compote and Ginger Biscuit
Crème Brulee and Butter Shortbread

Menu 3 - Upgrade your package £10.00 per person

Starters

Roasted Butternut Squash and Rosemary Soup with Chive Oil

Whisky Cured Organic Salmon, Dill

Dressing, Horseradish Mousse and Pickled Radishes

Duck Leg Ballotine, Apple Caramel, Griottines Cherries and Pistachios

Mains

Beef Fillet Mignon, Truffle Jus, Smoked Pomme Puree, Shallot Confit and Heritage Carrots

Half of Lobster Thermidor, Chorizo Jam, Black Garlic, Pickled Red Onion Salad and Millionaire Fries (seasonal supplement of £5.00 per person)

Moroccan Cauliflower Roulade with Chick Peas, Ratatouille and Parmesan Crisp

Desserts

Crème Fraiche Mousse, Passion Fruit Gel, Caramelised Bananas and Meringues
White Chocolate Tiffin, Pistachio Cake and Strawberry Ice Cream

Ginger and Cinnamon Pudding, Butterscotch Sauce, Toffee Apples and Clotted Cream



Children Menu

**Available for children up to 12 years old
Two-Course at £14.00 per child**

MAINS

FISH GOUJONS with Peas and Chips

CHICKEN GOUJONS with Beans and Chips

BEANS ON TOAST with Melted Cheese

PENNE PASTA with Tomato Sauce

SAUSAGES with Beans & Chips

DESSERTS

Ice Cream Selection

Chocolate Brownie

Fruit Salad with Coulis

Terms & Conditions

Booking Deposit and Contract:

Once an enquiry has been made, the hotel will be holding your chosen wedding date for 14 days. After this, a 20% deposit payment is required to secure your wedding day.

Upon deposit stage you will receive a booking contract to read, sign and return within 7 days. The contract will outline the basic details of your wedding day, but still enable you to amend details of your final plan. If accommodation is booked, this will also show the room rates inclusive of any discounts.

Payment and cancellation:

Payments can be made to your account at any time in the run up to your wedding day. 50% of the estimated total balance is due 6 months prior to your wedding day. However, if your wedding has a short booking time, instalments can be discussed at the time of booking.

All deposits are refundable from the time of booking up to 28 days before the wedding day. There will be no charge for cancellations of wedding items made up to 28 days before the wedding day. All such changes must be advised to the hotel in writing. Any cancellations notified to the Cotswold Lodge Hotel less than 28 days before the wedding day will not be refunded. If the hotel has been instructed to book any external suppliers, any cancellation fees levied by them will be payable by yourselves.

Under COVID-19 circumstances and in the event of a cancellation of the wedding day, the hotel gives you the possibility to postpone or reschedule the wedding day up to 12 months. Any arrangements and monies already paid will be carried-forward to the postponed or rescheduled date.

Full estimated balance must be paid 14 days before the wedding day. Failure to clear balance may result in the cancellation of the wedding day, without notice or refund of any monies already paid. Any additional charges must be settled on departure, no credit facility is available.

To benefit from the contracted bedroom rates, guests must book with the hotel directly. Booking through third parties or websites will be charged at the rates booked and cannot be amended. Rooms will be provisionally held for an agreed length of time, after this point any un-named rooms will be released and the contracted rate may no longer be available.

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Catering:

The hotel provides all catering in house for wedding events, no outside caterers are permitted.

Food and drinks pre-orders, as well as your final wedding breakfast table plan are due 14 days before the wedding day, alongside final payment.

Corkage:

We are happy for guests to offer their own wines, however, there will be a corkage fee of £8.50 for still wine, £12.50 for sparkling wine and £15.00 for Champagne per opened bottle. The prices quoted are for standard bottles. All other drinks must be purchased within the hotel.

Confettis:

Bio-degradable confetti and rose petals are permitted to be thrown within the hotel grounds. Rice is not permitted.

Fireworks:

As the Hotel is located in a conservation area, fireworks, sky lanterns and sparklers are not permitted within the Cotswold Lodge Hotel or grounds.

Civil Ceremony:

If booking a civil ceremony, you are responsible for checking and booking the registrar to attend on the day. The Cotswold Lodge Hotel is unable to arrange this on your behalf.

Noise:

All music must stop on or before 11.30pm unless agreed in writing by the General Manager. Noise must be kept at a reasonable level as deemed by the Duty Manager; the Duty Managers' decision is final.

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Flowers:

Let us take care of your wedding flowers. Our flower arrangements are ordered from a local partnered florist. Each flower arrangement is made with seasonal and British flowers in accordance to your colour theme and preferences. If you would like to know more about available flower arrangements and costings, please get in touch with the wedding coordinator. All glassware and other stands and urns are on loan and will have to be returned on departure.

Car Parking:

The Cotswold Lodge Hotel has ample parking for residents. We do not reserve parking and it is available on a first-come basis. Non-resident wedding guests can park, subject to availability after 3 pm.

Insurance:

We strongly recommend you take wedding insurance to cover for any unknown circumstances. We can suggest a company or you can find your own independently. Do your research carefully and check what is covered by the policy. This should cover all aspects of your wedding day and honeymoon.

Any damage, accidental or otherwise, caused by yourselves or the guests of your wedding will be charged to you.