



*Hotel Dunloe Castle*  
★★★★★

## *2010 Wedding Information*

# *Welcome*

We are delighted about your plans for the future and would like to thank you for considering the part we at Hotel Dunloe Castle might play in your big day.

May we begin by assuring you of our undivided attention, we are avid listeners and even though over the years we have helped many couples plan their wedding reception .....yours will be unique.

You will have your own ideas and preferences and it will be our pleasure to explore and advise on these using the wealth of experience we have gained over the years.

We are experts at tailoring our quality facilities and services to meet the needs of our clients. We want to help you fulfil your dreams and to provide you with a very special day and a memorable experience which will last a lifetime.

# *General Information on your Wedding Day*

**Cake Stand and Knife** – the hotel will provide a Silver Cake Knife and Cake Stand for the day.

**Linen**- Hotel Dunloe Castle offers white Linen and Skirting as standard.

**Red Carpet** we provide you with red carpet on arrival at the hotel.

**Menu**- though we have extensive menu options, we welcome the opportunity to customise any menu or prepare items to your personal taste.

The hotel provides Menu Cards. Should you wish to provide your own, please advise the hotel in advance.

**Menu Tasting** -You are both invited for a complimentary tasting menu before the big day which will help you decide on your menu

**Seating**-Typically we set our private function room with round tables of ten. It allows for a more comfortable seating arrangement for your guests.

**Civil Ceremonies** We are a licensed venue for Civil Marriage Ceremonies.

**Accommodation**- complimentary overnight accommodation on the night of the wedding for the Bride and Groom in our main Suite which includes a Jacuzzi and Steam room.

We are happy to offer you a block of 20 standard rooms at a reduced rate. Should you require additional rooms we would be delighted to discuss your requirements with you.

Please inform us if you wish to allow us to free sell the rooms on a first come first served basis or if you will submit a rooming list yourself. Any unsold rooms from your allocation will automatically be released two weeks prior to your wedding unless they are guaranteed.

**Floral Décor**-We are happy to assist you in choosing a local florist. However, should you wish the hotel to organise your floral arrangements for your tables we would be happy to do so. All advised charges would be charged to your final account.

**Ancillary Services**-We are more than happy to provide information on entertainment suggestions along with list of photographers, videographers, chauffeur companies and other such services.

# *Reception on arrival*

Guests enter a light filled room called the Upper Lounge, with Victorian furniture and Gothic towers, this space is perfect for a cocktail reception. Large windows offer sweeping views of the Gap of Dunloe and provide glorious light. The roof terrace adds another experience to this magnificent room.

Listed are some suggestions for your drinks reception on arrival

## **Full Open Bar**

*Choose from a selection of Wines and Spirits*

### **Bellini**

*World famous Champagne and Peach Cocktail*

### **Kir Royale**

*A stylish cocktail made with ice cold champagne and crème de cassis*

### **Mimosa**

*Ice cold champagne with freshly squeezed orange juice*

### **Pimms Cocktail**

*Pimms and lemonade classically served with cucumber, mint  
lemon and orange slices*

### **Cosmopolitan Classic**

*A modern classic cocktail*

Prices Available Upon Request

## **Canapé Menu**

Vol au Vent with Prawns

Spring Roll Filled with Stirfried Vegetables and Chicken

Crostini with marinated Bell Peppers and Feta Cheese

Picatta of Courgettes and Italian Mozzarella with a Tomato Basil Dip

*€15.00 per person*

*In our experience it is best to cater for a minimum of 80% of the total wedding number*

*We would be pleased to assist you should you require music on arrival eg a pianist, string quartet or harpist.*

# WEDDING MENU

*Please choose a minimum of four courses*

**Please select one from each course**

## ***STARTERS***

- |  |        |
|--|--------|
| ❖ Fan of Galia Melon with Fruit Coulis   | €11.00 |
| ❖ Vol au Vent of Seafish Filets with Chervil Cream Sauce                           | €13.00 |
| ❖ Tomato and Italian Mozzarella with Homemade Pesto                                | €13.00 |
| ❖ Seafood Salad with Lemon and Herb Vinaigrette                                    | €14.00 |
| ❖ Parcels of Killarney Oak Smoked Salmon<br>with Crabmeat Stuffing on Summer Salad | €14.50 |
| ❖ Mediterranean Vegetable Salad with Artichokes,<br>Olives and Italian Parma Ham   | €13.50 |
| ❖ Cos Lettuce with Caesar Dressing, Croûtons<br>and Crispy Bacon                   | €13.00 |

If you wish to offer a choice of *STARTERS*, there is a supplement charge of € 4.00

### ***SOUP***

❖ Cream of Potato and Leek with Julienne of Crispy Bacon	€ 6.00
❖ Cream of Fresh Garden Vegetables with Garlic Croûtons and Fresh Herbs	€ 6.00
❖ Cream of Mushroom and Chives	€ 6.00
❖ Cream of Orange and Carrot	€ 6.00
❖ Cream of Tomato with Basil and Croûtons	€ 6.00
❖ Lobster Bisque	€ 9.50

If you wish to offer a choice of *SOUP*, there is a supplement charge of € 4.00

### ***SORBETS***

❖ Champagne Sorbet	€ 7.50
❖ Lemon Sorbet	€ 7.50
❖ Cassis Sorbet	€ 7.50
❖ Pink Grapefruit Sorbet	€ 7.50
❖ Lime Sorbet	€ 7.50
❖ Gin and Tonic Sorbet	€ 7.50

## ***MAIN COURSES***

**Should you wish to offer a choice of two main courses,  
please select the higher price of the two dishes as the price per person, per head**

All main courses are accompanied by a selection fresh garden vegetables and potatoes

❖ Rack of Lamb with Shallots and Burgundy wine	€38.00
❖ Roast Leg of Lamb with Rosemary Jus	€34.00
❖ Roast Fillet of Beef Vino Nobile de Montepulciano	€38.00
❖ Roast Fillet of Pork with Mushroom Cream Sauce	€33.00
❖ Roast Sirloin of Prime Irish Beef with Wholegrain Mustard and Whiskey Sauce	€36.00
❖ Supreme of Free Range Chicken with Morelle Sauce	€31.00
❖ Filet of Atlantic Brill gratinated with a fresh Herb Crust, accompanied by a Chardonnay Beurre Blanc	€38.00
❖ Filet of Salmon with Shrimps in a Chive Cream Sauce	€34.00
❖ Medley of Atlantic Seafood with Saffron Scented Sauce	€36.00
❖ Roulade of Black Sole and Tiger Prawns with a Tarragon Cream Sauce	€38.00
❖ Monktail wrapped in Pancetta, served with a Basil Cream Sauce	€38.00

## *DESSERTS*

- ❖ **Homemade Parfait with Summer Berries** €13.50
- ❖ **Grand Marnier Parfait in a Chocolate cup with Fresh Strawberries** €13.50
- ❖ **Fresh Strawberries with Vanilla Ice** €13.50
- ❖ **Champagne - Lime Crème with Caramelized Peaches** €13.50
- ❖ **Valrhona Chocolate Mousse with a Compote of Blackforest Cherries** €13.50
- ❖ **Assiette du Chef (composition of four homemade desserts)** €13.50

If you wish to offer a choice of *DESSERTS*, there is a supplement charge of € 4.00.

## *ASSIETTE DU CHEF*

Please choose four of the following homemade desserts

- ❖ **Chocolate Cup with Grand Marnier Parfait**
- ❖ **Peaches with Champagne Gelée**
- ❖ **Mille Feuille of Summer Berries with lime flavoured Crème Patisserie**
- ❖ **Vanilla Ice with fresh Irish Strawberries**
- ❖ **Mini Chocolate Éclair**
- ❖ **Banoffi Pie**

### ***CHEESES***

- ❖ **Selection of Irish Farmhouse Cheese and Continental Cheese  
with Wheat and Oat Wafers and Apple Chutney** €13.00
- ❖ **Matured English Stilton with aged Portwine** €17.00

*Freshly brewed Tea and Coffee*

### ***EVENING SNACKS***

- ❖ **Selection of homemade  
Sandwiches** € 5.50
- & Cocktail Sausages** € 8.50
- ❖ **Tea/Coffee** € 3.50

### ***CANAPÉ MENU FOR AN EVENING SNACK***

*Vol au Vent with Prawns*  
*Spring Roll Filled with Stirfried Vegetables and Chicken*  
*Cheese with Crackers*  
*Smoked Salmon Mousse*  
*Sausages in Puff Pastry*

€ 15.00 per person

*In our experience it is best to cater for a minimum of 50% of the total wedding number*

# *Hotel Dunloe Castle Terms & Conditions*

## **Account Detail & Booking Conditions**

- ❖ To secure your date and allow us to make arrangements, we will ask you for a non refundable deposit of €2000.00 within 7 days of the booking being made. An account for any agreed extras and sundry items will be paid prior to your departure and must be settled on or prior to your departure.
- ❖ The minimum number of guests that we cater for is 120 and maximum 200. Please indicate an approximate number of guests one week prior to the wedding. The exact number of guests should be advised 48 hours before the event, and unless more people are catered on the day this will be the number for which you are charged.
- ❖ We offer the Bride & Groom a block of 20 standard rooms at the discounted wedding rate for the night of the wedding only. We suggest that the Bride & Groom send us a rooming list for their block of rooms. Any rooms not used on this block must be released 2 weeks prior to the wedding date. Any rooms that do not show on the night of the wedding will be charged to the main wedding account.
- ❖ All prices are current at the time of printing; Prices will be set for the calendar year, agreed and confirmed by both parties on the signing of your wedding contract.
- ❖ A minimum of 4 courses for the banquet meal apply ( excluding tea/coffee)
- ❖ A surcharge of €4.00 applies should you choose a choice option on any or all courses excluding the main course.
- ❖ We reserve the right to alter prices and modify or discontinue menu choices without prior notice to ensure that maximum standards of service and quality are met.
- ❖ The hotel does not offer corkage.
- ❖ All amplified music must finish by 1.30am sharp. If you choose to have a second band the finishing time is still 1.30am. If you wish to have instrumental music after 1.30am you may do so once cleared by management.

Signed on behalf of Wedding Party

Date

Signed on behalf of Hotel Dunloe Castle

Date

---

---

---

---

### **18 - 12 Months Out**

Decide on date & location for wedding celebration  
Book the Church or Register Office & hotel  
Book photographer, video & entertainment  
Book pre marriage course  
Agree on a budget for the Wedding with your fiancée and family  
Organize Wedding Dress  
Book Honeymoon especially if you are traveling peak season

### **9 – 6 Months Out**

Choose Best man, ushers, bridesmaids, flower girls & page boys  
Make a Guest List  
Order Stationary  
Hire men's formal wear & bridesmaid dress  
Book weddings cars  
Block book accommodation for guests

### **3 – 4 Months Out**

Apply to registrar of marriages (has to be done 3 months prior)  
Discuss ceremony, reading and music with Priest; bring Baptism, Confirmation certificates & letters of freedom (if required)  
Organize flowers for Church/Registry office  
Finalise honeymoon plans, arrange for visas or vaccinations & ensure passports in order  
Choose & order your wedding rings  
Order wedding cake & check with hotel what style of cake stand available  
Compile a list of wedding presents

### **2 – 1 Month Out**

Send out invitations including accommodation details if necessary & make a note of acceptances & refusals as & when they arrive  
Choose presents for bridesmaids, mothers & anyone else you would like to thank  
Confirm menu details with hotel  
Chase up late invitation replies & finalize guest list  
Work on seating plan & place cards  
Meet with wedding planner at hotel to discuss numbers, table plan, drinks reception, timings, wines, toast & evening buffet  
Check that all transport arrangements are in place



### **1 – 2 Weeks Out**

Final check on honeymoon arrangements

Rehearsal for the ceremony

Convert currency (if required) & put with passport & tickets in a safe place

Pack for the Honeymoon

Final check on your dress and accessories

Collect men's formal wear

Break in wedding shoes at home

### **1 Day Out**

Bring cases, cake, final table plan, place cards & menus to the hotel

Meet with hotel wedding planner

### **Day of Your Wedding**

Try to have a leisurely lie in & breakfast

Have hair & make up done

Eat sometime before the church – it will be a long enjoyable day

**Sit back, relax and we will do the rest!**