



*The perfect countryside setting for a scenic Shropshire wedding*









**Just outside the picturesque market town of Bridgnorth, in the heart of the Shropshire countryside, you'll find The Punch Bowl Inn.**

The Punch Bowl Inn has a rich history as a former coaching inn, dating back 700 years to the times of the Tudors. Today, it's one of the region's most sought-after wedding venues - known far and wide for its award-winning hospitality, warm welcome and charming countryside setting.

Outside in our extensive gardens, you'll find striking backdrops in which to relax and create memorable wedding pictures, from the Japanese-style bridge and stunning dual lake to the peaceful gazebo and private veranda with far-reaching views over the distant Shropshire hills.

Inside, The Punch Bowl Inn's elegant, purpose-built Ludlow Suite, with its light and airy décor, is the perfect setting to complement any chosen colour scheme, while you and your guests will be treated to a feast of fresh, hearty dishes from our one-of-a-kind AGA carvery.

## *Rustic elegance in a peaceful, award-winning setting*

As a family-run venue, our friendly and highly professional events team are dedicated to making your day perfect - it's why we were named Wedding Venue of the Year in 2016 by Your Online Wedding Planner.

We'll work closely with you to design and plan your dream wedding package, taking care of every detail so that you can relax and enjoy every moment of your special day.

Whether you choose The Punch Bowl Inn to host your wedding reception, or you'd like us to host your Civil Ceremony here on site as an approved venue, we can advise you on everything you need to know, including recommending local churches and other suitable ceremony venues.

You'll find lots more information on our wedding package in this brochure, and if you'd like to visit and view our venue, we'd be delighted to welcome you for a tour.

*Adam, Charlotte and Chris*

The Punch Bowl Inn Events Management Team



**HISTORIC WEDDING VENUE WINNER 2019 & 2020**



## Wedding Breakfasts

**Should you choose The Punch Bowl Inn for your wedding day, we are delighted to offer the following special touches as standard with any Wedding Breakfast package:**

- A full consultation with our friendly, professional team to plan your day
- An elegantly appointed reception suite catering from 40 to to 100 guests. Additional covers can be requested. Please speak with our team.
- A circular floodlit dancefloor to host fabulous entertainment
- Exclusive use of the entire premises and use of the Front Lounge Area for your drinks reception on arrival between 5pm and 6pm
- A private garden area exclusively for the Ludlow Suite
- Panoramic views of the Clee Hills
- An elegant circular silver cake stand and knife
- White linen tablecloths
- Licence extensions where applicable
- Extensive car parking on site.

The Wedding Breakfast includes our standard Bronze Drinks Package, but you may wish to upgrade to our Silver or Gold Drinks Package depending on your requirements.

### **Food Allergies & Intolerances**

Our kitchens handle the following potential allergen ingredients: soya, eggs, celery, milk, fish, crustaceans, molluscs, sesame, peanuts, mustard, tree nuts, sulphites, lupins and cereals that contain gluten. Please speak to our staff about the ingredients in your meal when ordering so we can advise you on content and adjust accordingly.



## Evening Banquets

**Evening banquets are a wonderful way to cater for both your day and evening guests. Whether you're welcoming extra wedding guests in the evening and would like to provide delicious, informal dining options or you missed out on celebrating your big day and you'd just like to throw a party for your nearest and dearest, The Punch Bowl Inn is the perfect setting.**

Should you choose an Evening Banquet Buffet, we are delighted to offer the following special touches as standard:

- A full consultation with our friendly, professional team to plan your evening
- An elegantly appointed reception suite catering from 100 to 150 guests
- A circular floodlit dancefloor to host fabulous entertainment
- A private garden area exclusively for the Ludlow Suite
- Panoramic views of the Clee Hills
- Licence extensions where applicable
- Extensive car parking on site.

Please note that evening buffet packages do not include any type of drink package.





## The Perfect Reception

**Whether you're looking for a traditional reception and order of proceedings, or you'd prefer a less formal arrangement, our team will tailor your day exactly as you wish.**

On arrival, you'll head to our Front Lounge for a Drinks Reception, where you'll have the chance to greet your guests as they enter the Ludlow Suite. Traditionally, the line-up consists of the Bride's parents, the Bridegroom's parents, the Bride and Bridegroom, then the Bridesmaids and Best Man. However, if you prefer a less formal line-up, it could simply consist of the Bride and Bridegroom.

Reception Drinks are generally served before the line-up in our Front Lounge, allowing the Bride and Bridegroom to view the Ludlow Suite before their guests and for any additional photo shoots. When the photographs are complete, the Bride, Bridegroom and guests are shown to the Ludlow Suite where the Wedding Breakfast is served.

### Top Table Seating Plan

The Top Table traditionally includes the Best Man, Chief Bridesmaid, Groom's Father, Bride's Mother, Groom, Bride, Bride's Father, Groom's Mother and a Bridesmaid.

### Toasts & Speeches

These will traditionally take place toward the end of the meal and will accompany the cutting of the Wedding Cake. The usual order of proceedings is as follows:

- The Bride and Bridegroom cut their wedding cake
- The Bride's Father or close relative leads the guests in toasting the Bride and Bridegroom
- The Bridegroom then leads the guests in toasting the Bridesmaids
- The Best Man responds to the Bridegroom's speech on behalf of the Bridesmaids, and reads out any special greeting cards.

Whatever order of the day you decide upon, you can be assured that we'll be with you every step of the way.





## Getting Married at The Punch Bowl

As well as being a reception venue, The Punch Bowl Inn is an approved venue for Civil Ceremonies - so if you choose to host your whole day here, including your Civil Ceremony, we'd be delighted to accommodate you.

**The first step is to make an initial reservation with the registrar. It's important to book early, so that you can plan the rest of your day around the available time frame. The earlier you book, the better your chance of securing your preferred time slot.**

When you make your initial reservation, the registrar will also ask you to provisionally book your chosen approved venue. Once you make your provisional booking with us, we will hold your chosen date without a deposit for seven days, unless agreed otherwise.

Once you've agreed a time and date with the registrar, you will need to pay a deposit to us to secure your booking. This can be agreed with an Events Manager.

Please note all registrar fees and associated costs are between you and the registrar. We are an approved venue and do not consult with the registrar on fees, date changes or timings - we are simply advised of a time on the proposed date.

You can find lots more information, including contact information for the registrar, at

<https://shropshire.gov.uk/births-and-marriages/ceremonies-in-shropshire/getting-married/>





## Options for Getting Married on our Premises

Available April until October each year

### The Garden Gazebo

With its stunning countryside views and seating capacity for up to 80 guests, our outdoor garden gazebo is the most favourable choice for spring or summer Civil Ceremony. The area can potentially accommodate more than 80 guests, but they may have to stand. After the ceremony, guests can proceed up to our terrace to enjoy the striking views and enjoy a Drinks Reception.

### The Historic Restaurant Area

Available exclusively between 11am and 5.30pm, our historic restaurant area is ideal for couples seeking total exclusivity, as we close our lunchtime service to the public during this time. It's also ideal when you want peace of mind that the weather won't interfere with your day, and is a very manageable space for a larger indoor drinks reception.

The initial ceremony takes place outside in the gazebo which can seat up to 80 guests; more are welcome to attend the ceremony but may have to stand.

**This option is only available with a minimum of six months' notice, subject to availability and management approval. Please note that no refunds are provided if the weather is favourable and you prefer to choose the outside option on the morning of your wedding. You will be asked to email confirmation of this option, and once agreed it will be chargeable.**

### Fees for Civil Ceremonies on the Premises

All weddings are subject to a hire fee of the Ludlow Suite and use of the gardens, even if you are not getting married on the premises. Civil ceremonies on our premises are also subject to a hire fee, though this is not applicable if you're getting married at another venue. This hire fee includes planning and is applicable to all the above options.

Total exclusivity between 11am and 5.50pm, where we close our restaurant for lunchtime service to the public on the day of your wedding from £1500. Please note, however that this fee does not include evening exclusivity. This is an optional extra if the Bride and Groom wish to get married inside but not in our main Ludlow Suite.

\*If the forecasts indicate weather is likely to be bad, we may be advised by the registrar not to hold it outside, but our choice will generally be made on the morning of your wedding, with some forward planning. Mild weather is considered as acceptable but please be mindful of your guests, as they will be exposed to the elements.







## Wedding & Banqueting Menu

### Option One: The AGA Carvery experience

**Reception Drink on arrival** (Refer to Bronze Drinks Package)

#### Starters

(PLEASE CHOOSE TWO STARTERS FROM THE CHOICES PROVIDED)

Homemade Soup of the moment served with Crusty Bread

Fantail of Seasonal Melon with Raspberry Coulis (v)

Homemade chicken liver pate served with warm toast

Salmon Roulade topped with a prawn salad and lemon mayonnaise

Bridgnorth Mushrooms laced in madeira sauce with a hint of chill served on granary toast

Salmon Fish cake complimented with a Thai sweet chilli mayonnaise

For the lighter appetite Chilled Fruit Juice (v)

#### Main course options

Carvery with guest meats : Scottish Aberdeen Angus Beef, Scottish leg of Pork, Rosemary & Garlic loaded Scottish Lamb, local Turkey, Far Forest Venison and finally prime Danish Ham.

These prime joints are served with a host of Fresh Vegetables, homemade Cauliflower

Cheese, Garlic Potatoes finally complemented with Traditional Homemade Gravy.

(You choose from a choice of three meats out of the selection. Venison is seasonal. We will inform you if venison is in season)

Vegetarian options of the Day

#### Desserts

(PLEASE CHOOSE TWO DESSERTS FROM THE CHOICES PROVIDED)

Chantilly Cream Filled Profiteroles topped in Rich Chocolate Sauce or white chocolate sauce

Warm deep-dish Apple Pie served with a jug Custard

Raspberry & white chocolate crème brûlée served with short bread biscuit

Chocolate brownie served with vanilla pod ice cream

Baileys cheesecake served with Chantilly cream

Classic Eton Mess

Chocolate chip & orange bread butter served with a jug of custard

**Prosecco Toast** (Refer to Bronze Drinks Package)

**Table service is included for the head table on serving the AGA carvery.**

Please note this menu acts as a guide, we would be more than happy to tailor make a menu to suit your individual needs. Please note all Wedding Breakfasts follow into a buffet option. If no buffet is offered a surcharge will be applied. Refer to Terms & Conditions.



## Wedding & Banqueting Menu

### Option Two: Formal sit-down breakfast menu

(Minimum of 40 to maximum of 70)

**Reception Drink on arrival** (Refer to Bronze Drinks Package)

#### Starters

(PLEASE CHOOSE TWO STARTERS FROM THE CHOICES PROVIDED)

Homemade Soup of the moment served with Crusty Bread

Fantail of Seasonal Melon with Raspberry Coulis (v)

Ham hock & wholegrain mustard terrine with house piccalilli & walnut mini loaf

Salmon Roulade topped with a prawn salad and lemon mayonnaise

Bridgnorth Mushrooms laced in madeira sauce with a hint of chill served on granary toast

Crispy shredded duck served on a bed of stir-fry salad with hoi sin sauce

For the lighter appetite Chilled Fruit Juice (v)

#### Main course options

Blade of beef on braised root vegetables & potato pancake with caramelized onions finally finished off with a rich Madeira sauce

Breast of chicken wrapped in smoked bacon stuffed with a wild mushroom stuffing topped in a rich gravy

Vegetarian options of the Day

All main meals are served with a host of fresh vegetables, roasted potatoes and minted New Jersey potatoes

#### Desserts

(PLEASE CHOOSE TWO DESSERTS FROM THE CHOICES PROVIDED)

Seasonal crumble served with a jug custard

Baileys crème brûlée served with short bread biscuit

Chocolate brownie served with vanilla pod ice cream

Chefs signature cookie dough cheesecake served with Chantilly cream

Tiramisu

Sticky toffee pudding served with a jug of custard

**Prosecco Toast** (Refer to Bronze Drinks Package)

**Table service is provided for all courses and vegetables are served in terrines**

Please note this menu acts as a guide, we would be more than happy to tailor make a menu to suit your individual needs.





## Wedding & Banqueting Menu

### Option Three: Formal sit-down breakfast menu (Minimum of 40 to maximum of 70)

**Reception Drink on arrival** (Refer to Bronze Drinks Package)

#### Starters

(PLEASE CHOOSE TWO STARTERS FROM THE CHOICES PROVIDED)

Homemade Soup of the moment served with Crusty Bread

Fantail of Seasonal Melon with Raspberry Coulis (v)

Ham hock & wholegrain mustard terrine with house piccalilli & walnut mini loaf

Salmon Roulade topped with a prawn salad and lemon mayonnaise

Bridgnorth Mushrooms laced in madeira sauce with a hint of chill served on granary toast

Crispy shredded duck served on a bed of stir-fry salad with hoi sin sauce

For the lighter appetite Chilled Fruit Juice (v)

#### Main course options

Aberdeen Angus fillet steak wrapped in bacon topped in a red wine jus

Pan roasted salmon fillet served with roasted Mediterranean vegetables, rosemary potatoes and a prawn butter sauce

Vegetarian options of the Day

All main meals are served with a host of fresh vegetables, roasted potatoes and minted New Jersey potatoes

#### Desserts

(PLEASE CHOOSE TWO DESSERTS FROM THE CHOICES PROVIDED)

Seasonal crumble served with a jug Custard

Baileys crème brulée served with short bread biscuit

Chocolate brownie served with vanilla pod ice cream

Chefs signature cookie dough cheesecake served with Chantilly cream

Tiramisu

Sticky toffee pudding served with a jug of custard

#### Cheese & Biscuits

**Prosecco Toast** (Refer to Bronze Drinks Package)

**Table service is provided for all courses and vegetables are served in terrines**

Please note this menu acts as a guide, we would be more than happy to tailor make a menu to suit your individual needs.

For prices & more info, see our separate 'Price List' or visit [www.punchbowlinn.com](http://www.punchbowlinn.com)



## World Cuisine Gala Style Buffet

**This buffet caters for 100 guests or 150 guests.**

**Available for Breakfast into evening and available for just evening event.**

This buffet is not to be underestimated! it's a truly magnificent Gala spread split into two sections - a hot and a cold bar presented in the Ludlow suite on the server unit. We are confident that it will impress your guests, we do not cut corners and present any of our buffets with crisps, nuts and other savoury items.

**We offer a finger buffet which consists of:**

A selection of cold meat platters: Turkey, Beef & Ham ~	Seasoned Potato Wedges ~
Dressed Poached Salmon ~	Impressive tossed Salad bar & Vinaigrette Dressing ~
Norwegian Prawns topped with homemade Marie Rose Sauce ~	Homemade Potato Salad & Mustard Grain Coleslaw ~
Marinated Chicken Jalfrezi Curry, Chilli Con Carne & Basmati Rice ~	Savoury Quiche, Cocktail Sausages & Satay Chicken sticks ~
Vegetable Samosas & Onion Bhajis ~	Garlic Bread ~
Assorted Vol-au-vents (Egg Mayonnaise, vegetarian cheese, Prawn Cocktail)	Bread Rolls ~
	Traditional Pork Pie

## Spit Hog Roast Buffet

**This buffet caters for 100 guests or 150 guests.**

**Available for Breakfast into evening and available for just evening event.**

This will most certainly impress your guests and the hog is presented on our server unit complete on a skewer inside the Ludlow suite so you don't have to worry about collecting food from outside.

Fully Cooked Pig ~	Seasoned Wedges ~
Bread Rolls ~	Hot Apple Sauce ~
Homemade Stuffing ~	Gravy ~
Buttered Baps	Vegetarian Dish (agreed with yourselves)





## Trio Joint AGA Carvery Buffet

**Minimum of 70 guests up to 150 guests. Only available for Breakfast into evening event.**

This AGA carvery buffet is designed for smaller wedding receptions and is not available for just evening events.

Aberdeen Angus Silver Side Beef

~

Local Pork Joint crackled to perfection

~

Roasted Ham

~

Turkey

**All meat joints are presented on the AGA carvery and carved to your guests**

Buttered Baps

~

Gourmet Chips

~

Homemade Stuffing

~

Traditional Gravy



## All out American Buffet

**Minimum of 70 guests up to 150 guests. Only available for Breakfast into evening event.**

This AGA carvery buffet is designed for smaller wedding receptions and is not available for just evening events.

Beef Burgers complimented with  
sesame seed baps

~

Frankfurt Hot Dogs & caramelised onions

~

Deep Fried Jalapenos stuffed with crème cheese coated  
in bread crumbs

Fiery Buffalo Chicken Wings

~

French Fries

~

Chilli Con Carne Loaded Potato Skins

## High Noon Tea

**Minimum of 40 guests up to 70 guests. Only available for Breakfast into evening event with a duo or trio drinks package**

Selection of finger sandwiches, clotted cream, scones, and up to 3 desserts from our selection.

Bottomless tea and coffee available.



## Drinks Packages

Wedding Breakfast drinks packages

### **Bronze Package**

(As standard with current wedding breakfast package)

Bucks Fizz reception on arrival

Sparkling Prosecco for Toast

Large Bottle of Still & Sparkling Mineral Water for every table

### **Silver Package**

(Please refer to our pricing tariffs for supplement charges)

Bucks Fizz on arrival or a 330ml bottled beer (choose one of Peroni | Budweiser | Becks | WKD)

Sparkling Prosecco for toast

Large Bottle of Still & Sparkling Mineral Water for every table

Half a bottle of house wine per guest (Choice of house wines available from current wine menu)

### **Gold Package**

(Please refer to our pricing tariffs for supplement charges)

Bucks Fizz on arrival or a 330ml bottled beer (choose one of Peroni | Budweiser | Becks | WKD)

Sparkling Prosecco for toast

Large Bottle of Still & Sparkling Mineral Water for every table

Half a bottle of house wine per guest (Choice of house wines available from current wine menu)

3 canapés per guest on arrival







## Buffet drinks packages

Buffet drinks packages are available to compliment a World Cuisine Buffet or Spit Hog Roast Buffet. This is a popular option for a buffet to replace a traditional wedding breakfast. For more information on this speak to an events manager.

### Duo canapés drinks package

(Please refer to our pricing tariffs for supplement charges)

(This package is perfect for guests wanting a formal arrival reception opting for a buffet only)

Bucks Fizz on arrival or a 330ml bottled beer (choose one of Peroni | Budweiser | Becks | WKD)

3 canapés per guest on arrival

### Trio canapés drinks package

(Please refer to our pricing tariffs for supplement charges)

(This package is perfect for guests wanting a formal buffet reception opting for a buffet only)

Bucks Fizz on arrival or a 330ml bottled beer (choose one of Peroni | Budweiser | Becks | WKD)

3 canapés per guest on arrival

Sparkling Prosecco for toast

Large Bottle of Still & Sparkling Mineral Water for every table

Half a bottle of house wine per guest (choice of house wines available from current wine menu)

### Canapés options

We recommend a choice of three canapés within the chosen package so guests get to sample each canape you have chosen

Mini Yorkshire puddings with roast beef and horseradish cream | Chicken satay strips and mini fries | Bruschetta canapé crostini | Mini cod goujons and mini fries with tartare sauce | Duck spring rolls hoi sin sauce | Mini lamb koftas | Smoked salmon blinis | Onion Bhajis and mint dip

**These act as an initial guide, but we can tailor make bespoke canapés to your requirements following a consultation with our chefs.**









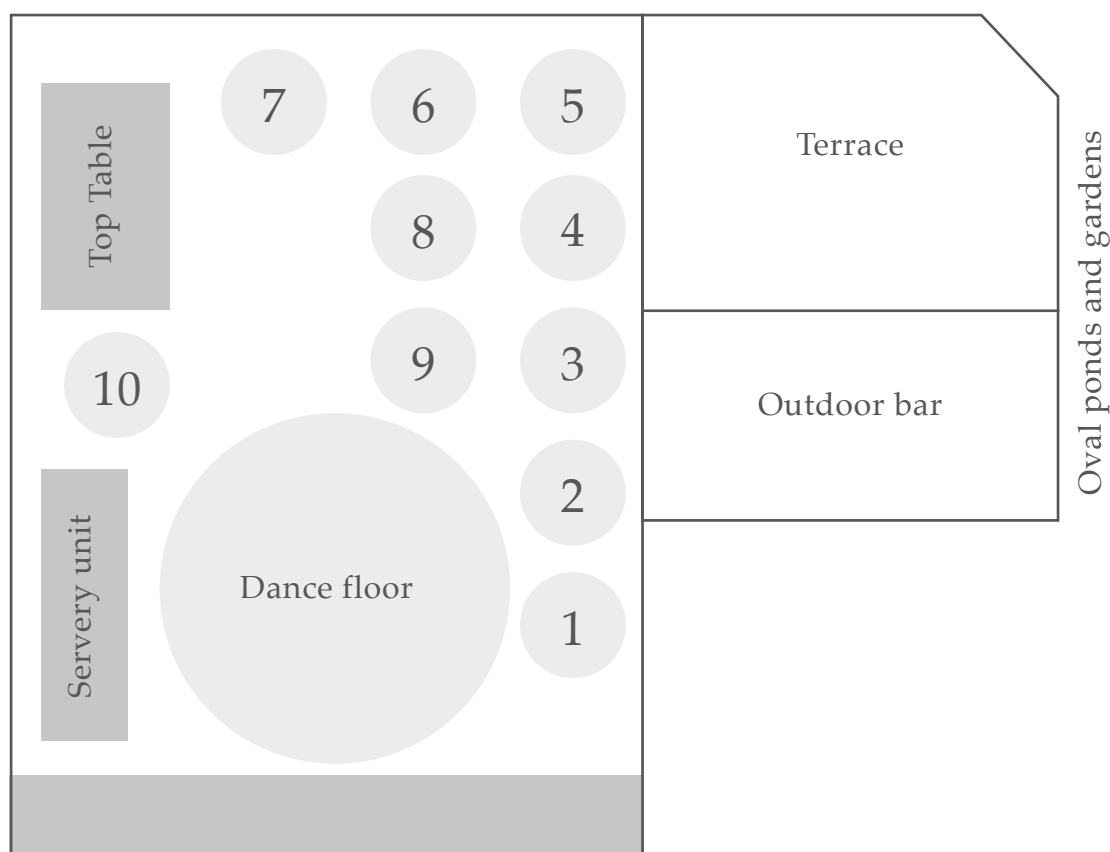
## Diagram of the Ludlow Suite

This diagram provides a general guide to the Ludlow Suite's layout and seating capacity. Please note that due to fire regulations, we cannot make amendments to the position of the tables.

Our team will help you with the development of your table plan during your consultation meeting, where we'll also develop a service order with you.

We recommend naming the tables using a theme of your choice, such as the names of trees, flowers, bands, films or favourite holiday destinations. We also recommend starting service from the back of the room. The suite includes:

- 10 round tables that can seat 8 people per table
- One head table that can seat 10-11 people
- The total capacity in this diagram covers 90 people
- Three additional tables seating 8 people per table can be added





## Bridal Party Accommodation

The Punch Bowl Inn provides luxury accommodation for the Bride and Groom in our delightfully appointed Bridal Suite, which has been recently updated to the highest standards and equipped with up-to date modern comforts.

In addition to the Bridal Suite, we offer two further luxury suites for your nearest and dearest wedding guests. Two suites are located on the ground floor, and one is upstairs.

### Guest Suite Facilities

All three luxury suites are non-smoking and include:

- Full breakfast and continental option available on request, delivered to your room
- Complementary mini bar with soft drinks
- Room service from our Lounge Menu & Bar (when available)
- Tea and coffee making facilities
- Full digital TV channels
- Free wi-fi
- Hairdryer, iron and ironing board
- On-site parking

### Professional Contacts

To ensure you and your guests receive the very best service, The Punch Bowl Inn have a number of recommended contacts and suppliers that help us to ensure you enjoy your day. Please speak to a member of our Events Team for recommendations and further information.

### Entertainment

Our resident DJ has always proven to be a great success for events held at The Punch Bowl Inn. All we ask is for you to complete the DJ song requests sheet and forward it our Events Team before the day. If you have a bespoke 'first dance' song that is not easily obtainable, please let us know so that we can ensure a copy is provided to our DJ before the day.

All entertainment is booked through our Events Team at The Punch Bowl Inn, and tariffs will be discussed in a consultation nearer the date.







# Wedding Booking Form

This form must be completed with supporting deposit.

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Full names of both partners	
Address	
Postcode	
Telephone	
Email	

Number of Guests	
Menu Required (inc. allergen advice)	
Date of Wedding	
Buffet Required	
Number of Evening Guests	
Civil Ceremony	
Hire Fee	
Entertainment DJ	
All Hotel Rooms Required	
Drinks Package Required	
Any Additional Supplements	
Floral/Party Decor Specialist Names	
Signature: by signing you accept T&Cs	

Deposit	
Outstanding	
Balance Due - If paying by credit card/Amex 2.5% over £500	

<b>Estimated Consultation Date</b>	
<b>Your Personal Events Manager</b>	
Signature	

A £250 deposit is required to secure your booking on the day.

May we take this opportunity to thank you for booking at The Punchbowl Inn.

# TERMS AND CONDITIONS FOR USING THE LUDLOW SUITE

Ye Olde Punchbowl Country Inn & Gardens, Bridgnorth (PLEASE READ THIS INFORMATION) V9 Updated 22.06.2023

We allow seven days cooling off period after you have paid a deposit. The cooling off period starts the date you pay the deposit. After seven days the deposit is secured on the function room (known as the Ludlow Suite) you are agreeing to our terms and conditions as numerically listed below. Any deposits paid, or interim payments are non-refundable. If you decide to cancel your wedding prior to a consultation meeting, we will forfeit any deposits made and advertise availability of the Ludlow suite to potential clients. Once this consultation meeting is completed with your events manager Ye Olde Punchbowl Inn (Nostalgia Inns Ltd) consider your event a secure booking and you will be liable for full payment on a late cancellation after finalising and staffing the event/function. Consultations are generally completed three months prior to the event.

1. We operate on a strict non-smoking policy, please use the facilities provided outside the front of the Ludlow Suite, Smoking will not be tolerated and any individual ignoring this policy will be asked to leave immediately, it is against the law to smoke anywhere inside the building, including the toilet area. Also as explained in post consultation advice smoking is also illegal in our marriage gazebo.
2. We do not allow corkage, and any alcoholic product in our function room must be purchased from our bars and miniature bottles as 'gifts' on tables are not allowed. (By express agreement alcoholic gifts as raffles are permitted, but not to be consumed on our premises)
3. If guests are caught bringing alcohol inside the venue, offloading alcohol from their vehicle, or bags, they will be asked to leave the premises without justification, and this will include any guest within the party irrelevant to their status/title. We are a reasonably priced venue and don't expect to be exploited in this way.
4. Prices quoted on your original contract will be honoured at the year of print only, please check your package details carefully, please note that evening buffets do not include a drinks package. Wedding breakfasts include a drinks package with the agreed quote on your contract (Refer to the introduction). The prices printed for future years are given as a core price guide, due to extreme inflation we reserve the right to amend prices and lock prices in your final consultation three months before the event. Prices will only increase in extreme circumstances and should not exceed more than 10% than the printed price. Inflation is beyond our control, but every effort is made to be price committed. We thank you for your understanding, and please note all quotes cannot be committed until your consultation three months before the wedding date.
5. Bottles of wines must be purchased through Ye Olde Punchbowl as explained in clause two, please note you will be charged at the current price list, we cannot confirm prices of wine more than three months in advanced. (Also note that all wine/bottles are chargeable and are not included in the bronze drinks package, management can agree supplementary prices in accordance to your requirements, if you wish)
6. We will arrange with you an estimated time of arrival, this is agreed in your consultation, and an accurate time we will start food service, it is imperative that we start food service at the time agreed, in the event of any guests arriving late, we will have to start food to ensure the kitchen operates on optimum performance, as we do not hold food. We respectfully request the photographers are advised on the agreed time schedules and everyone arrives to the venue on time to ensure the programme of the day runs smoothly. Late arrivals and affect service and quality of food!
7. We reserve the right to refuse service to any guest that appears to be intoxicated or becomes violent towards any member of staff or fellow guest. We also reserve the right end the entertainment if guests start to dance on any furniture or violence breaks out within the grounds of the property.
8. Any damages and/or articles that are stolen are to be paid for by the organiser/the person that booked the function. The organiser is responsible for the damages that are carried out by their guests.
9. During service we usually close the bars whilst serving food, arrangements can be made to open bars during the service with prior notice, alternatively guests can purchase drinks from the restaurant bar, we will serve guests throughout service but there might be delays when we are initially delivering food.
10. On all day wedding breakfasts, the function room bar will open when agreed in your consultation, usually when the front of house staff have cleared the floor, it is imperative that we clear the floor ready for the evening, in the interim the wedding breakfast guests are welcome to use the restaurant bar for drinks and relax in the gardens and patio areas. There is not price difference between the function/restaurant bars/outside bar.
11. The restaurant bar and area are exclusively for guests dining in our restaurant, and once service is finished, we reserve the right to close the restaurant bar and this area of the building down at any point of the event, the function room bar is open until the agreed opening times. The function bar is designed for heavy throughput and the service will be far quicker than the restaurant bar especially when evening guests arrive. This also conforms to fire regulations and is in line with our current fire risk assessment on the premises.
12. We do not allow candles in the function room due to fire regulations and is part of our fire risk assessment, and regrettably cannot allow any style of candle as part of table decorations. LED tea lights have proven to be very successful and effective. We ask you to respect this clause as this is part of our fire risk assessment and premises license!
13. We (the events management) WILL NOT operate helium canisters or blow-up balloons; you will need a professional company to dress the room should inflatable decorations be a part of your theme.
14. All products we sell are subject to availability and where choices are given occasionally products will become limited if the majority of guests opt for the same options.
15. Deposits are deducted from the final balance and the final balance must be paid a week for the reception date. All deposits and any interim payments that have already been paid to the punchbowl are non-refundable. PLEASE BE AWARE that deposits or final balance paid by CREDIT CARD or AMEX over the value of £500 will incur an administration charge. (There is no charge for debit cards, please note as from 01.01.2018 we do not accept personal cheques for the balance) .
16. Force Majeure could be initiated when a situation beyond all stakeholders control occurs, for this to happen would be extreme and examples of force majeure are as follows; forced closure by government (Pandemic), loss of power by electricity board, fire/flood damage, war, and so on. All holding deposits would be denied refunds as services were provided in initial arrangements prior to force majeure, as refunds and date transfers could be offered at no charge and final balances waived pending all stakeholders' outcomes.
17. You may want to consider wedding insurance packages which are available from certain brokers via the internet and corporate high street retailers. We cannot advise on packages but there might be options to suit your requirements.
18. The current prices listed include VAT at the prevailing rate. If VAT increases by HMRC we reserve the right increase the rate to the new % rise.
19. The kitchens must be notified a week before the event by email or telephone for dietary requirements, or the punchbowl will cater for original menu booked without any variations. For and guests with allergens/dietary requirements that would like bespoke dishes they must speak direct to the chef a week before the event.
20. Any entertainment not booked through the punchbowl is the responsibility of the client, and Ye Olde Punchbowl will not be held responsible for entertainers that do not carry an entertainment licence. You should check as entertainment cannot proceed without a licence. We recommend using our resident DJ for peace of mind.
21. We reserve the right to ask the entertainer to turn the volume down if deemed too loud, as part of the Licensing objective (Licensing Act 2003). Ye Olde Punchbowl have a duty to ensure noises are kept to a reasonable level with local neighbours. This works in line with our current premises license 2018.
22. Extensions to our existing drinking hours/live entertainment can be extended by temporary notice through the Local Authority, this must forward in advance and approved by the local authority, our standard rate is £100 per hour. Without a temporary TENS licence the function must close at the times agreed with this contract.
23. Any table plans must be confirmed and handed to the punchbowl 72 hours before the reception accompanied with all the necessary table decorations and stationery in table order.
24. The hotel rooms will be available from 2pm on the day of your wedding/event, we will endeavour to get them ready earlier than this time frame, you are welcome to bring luggage prior to check in and the events team will drop your luggage in your rooms when ready. If the rooms are not in use the night before you can check in as early as 7.30am. However, unless you intend to stay the night before if available/pre booked this is strictly no guarantee of this facility. We do expect you to check out by 11am the following day in line with our hotel policies to avoid surcharges before departure.



25. We operate a minimum charge of forty adults (40) for any wedding breakfast as agreed in our wedding brochure followed by a buffet of your choice. Drinks packages also available priced per adult. (If there are children, we will not charge within the agreed drinks package you choose). If you do not opt for an evening buffet and opt for a wedding breakfast only an additional surcharge will be applied to your bill to cover the running costs £300.00. This surcharge is only applied if you do not opt for an evening buffet.
26. If you would like a more informal wedding event and only want a buffet, we will allow this based on a world cuisine or hog roast buffet but you must opt for a duo or trio drinks package to coincide with this package (If there are children, we will not charge within the agreed drinks package you choose), this options works well for more relaxed weddings and the buffet depending on numbers can cater for the whole event based on the timings. For more information on this please speak to your events manager. Please be advised Linen charge would be applicable to this option.
27. We allow external companies to provide a wedding cake and/or cupcakes at no extra charge as part of the package, should you decide to bring your own desserts station/dessert cart/ additional cakes a surcharge £250 would be applicable to any package you agree with the events team.
28. Outside caterers, ice-cream vans or any other external company are not allowed on site as we do not allow outside catering. There are no exceptions to this policy.
29. Photographers will adhere to our policies and we recommend they have a site meeting with us before the reception. Photographers cannot set up any form of equipment in our restaurant or lounge during any part of the event. We shall work with the photographers on time scales developed within your bespoke programme of the day. Photographers that ignore our terms and cause delay or breach Health & Safety regulations will be asked to leave the premises. Please refer to notes in this post consultation notes on the importance of the programme we agree.
30. If you have chosen to get married on the premises, this option is something you have liaised with the Shropshire Registrar and therefore made commitments on timings, we will ask you in your consultation the time you have agreed to get married and work on a programme from that time schedule in your consultation, it is imperative that you stick to the agreed times with the registrar. Ye Olde Punchbowl Inn will accept no responsibility whatsoever for late arrivals. An additional fee is applicable for the planning and organising of the civil marriages on the premises, this fee does not cover any associated costs with Shropshire registrar.
31. There are three appointed licensed areas within Ye Olde Punchbowl Inn, the first area is our external wedding gazebo and function room or patio area. The most favourable option will be the external gazebo, however in the event of extremely bad weather, it is the duty of the responsible person (Events manager on the day) to determine where the marriage will take place, as the registrar may refuse marriage in the external gazebo if the weather is deemed too bad, we would therefore make a decision to set up and the civil marriage in the main Ludlow Suite adjacent to the bar. Options are available for total exclusivity of the entire premises between 10am-5.30pm, an additional fee does apply to close this section off to the public if you want the option to get married in restaurant area making the Ludlow suite exclusive on bad weather. Please note this option must be booked far in advanced to guarantee this, and most importantly please acknowledge in the event of good weather no refund would be given as you have paid total exclusivity. A final decision for entire exclusivity must be committed in your consultation three months prior to the day, once you have committed to this, this option is not reversible as the public that would potentially use our restaurant are informed of private closure for the lunchtime of your wedding.
32. Within the costs we agree to set up the function room with the stationery and designs/themes within reasonable timings, and we allow two events managers 3 hours to set up, if there is an excessive amount of decorations to dress the tables and Ludlow suite a further £200 fee will be applicable, most clients opt for companies that hire decorations and stationery, they usually set up their own decorations and stationary within their associated costings.
33. The hire charge for the function rooms will vary on certain days of the week, this hire charge is for exclusive use of our main function room (known as the Ludlow Suite) terrace area adjacent to main function room and gated garden area, within this cost you can access the dual lake for photography at no extra charge. The hire charge does not include the use of the wedding gazebo nor exclusivity of the restaurant area. Additional charges apply getting married on the premises and requesting total exclusivity. Please refer to your events manager if in doubt, prices for this will be accurately printed on yearly tariffs within brochures year on year.
34. On completion of your consultation, you will be provided with an indemnity release contract to gain access to the dual lake area, this contract must be signed and handed to your events manager on or before paying your final balance. If no contract is signed, we cannot allow you access to this area of the premises.
35. WE RESERVE THE RIGHT TO UPDATE OUR TERMS AND CONDITIONS AT ANY POINT UP UNTIL YOUR CONSULTATION.











## Locality

For details on additional local information, as well as information on accommodation and activities for your guests, we recommend visiting [www.virtual-shropshire.co.uk](http://www.virtual-shropshire.co.uk).

### Local Taxi Firms

Local taxis will need to be pre-booked, as there is limited service, particularly at night and on weekends. To avoid disappointment, we recommend you book your taxis as far in advance as possible. All contact details provided below are correct at the time of printing, but may change.

By inclusion in this list, we are not recommending any individual service or facility.

### Bridgnorth Local Taxi Numbers

ATR Taxis      01746 769000  
Highley Motors   01746 862266

Bridgnorth Taxis   01746 765000  
Bruce's Cabs      01746 766161

Brambles Private 01746 7767076

### Other Accommodation

Whilst we cannot recommend specific hotels for your guest accommodation, the following venues are popular with our guests. We also recommend checking local hotels online, where you can read reviews and make your own selections..

#### The Woodberry Inn

70 Victoria Road  
Bridgnorth  
Shropshire WV16 4LF  
01746 762950

#### The Croft Hotel

10-11 St. Mary's Street  
Bridgnorth  
Shropshire WV16 4DW  
01746 767431

#### The Bandon Arms

Mill Street  
Bridgnorth  
Shropshire WV15 5AG  
01746 763165

#### The Coach House

46 Hospital Street  
Bridgnorth  
WV15 5AR  
01746 765515

#### The Pheasant at Neenton

Ludlow Road  
Neenton  
Bridgnorth  
WV16 6RJ  
01746 787955

#### The Halfway House Pub

Cleobury Road  
Nr Oldbury Wells  
Shropshire WV16 5LS  
01746 762670



Ludlow Road, Bridgnorth, Shropshire WV16 5NQ

Telephone: 01746 763304 Fax: 01746 764817 Email: adam@nostalgiainn.co.uk



ThePunchbowlInnBridgnorth



@YeoldpunchBowl



@yeoldpunchbowlInn

Our Sister Pub: The Plough Inn, Cleobury Road, Far Forest, Nr Bewdley Worcestershire DY14 9TE

Tel: 01299 266237 [www.theploughinn.org](http://www.theploughinn.org)