



Your Wedding Day at
The Best Western Lothersdale Hotel
& Aspect Bar and Bistro

*Our love
story*

2011 WE MATCHED
2012 FIRST HOLIDAY TOGETHER
2012 MOVED IN TOGETHER
2016 WE GOT JOSHUA
2020 WE SHOULD OF GOT MARRIED

and here we are

T: 01524 416404 | www.bfhotels.com |
320-323 Marine Road Central, Morecambe LA4 5AA

OUR COMPLETE PACKAGE

2023 £5545 INC. VAT | 2024 £5995 INC. VAT

Upto 50 day guests / 90 evening guests

- A post ceremony drinks reception in 320, our stylish bay view room with its twin outdoor deck. Mingle with your guests while taking in the stunning panoramic views. You have sole use of this space during your post ceremony reception. Includes glass of fizz for everyone.
Add canapes for £6.50pp
- The Lothersdale Suite will be elegantly decorated by Decoupage Dreams with a starlit back drop, chair covers, chair sashes & table runners in a colour to compliment your colour palette.
- A delicious 3 course wedding breakfast selected by you and prepared by our AA rosette winning kitchen team.
(See menu page 3&4)
- Wine will be served for your guests during your wedding breakfast and a glass of prosecco to toast during speeches.
- An evening reception in Lothersdale Suite including DJ & your choice of buffet.
(page 5)
- For 2023 additional all day guests are £80 per adult. Evening only guests are £26 per adult and day only are £54 per adult.
- For 2024 additional all day guests are £87. Evening only guests are £28 and day only are £59 per adult.
- Master of Ceremonies to help your day run smoothly.
- White table linens & high quality napkins
- The use of our silver cake stand & cake knife.
- Your cake sliced after cutting and serving for your guests at a time of your choosing.
- Use of your own private bar and dance floor.
- Complimentary Bay View room for the happy couple.
- We are licensed for civil ceremonies. Add a ceremony to your day for £350. (additional fees are payable to the registrars)
- Additional guests must all be catered for except small children who are not eating. Children under 12 who are eating are half price as additional guests.
- Dedicated venue coordinator
- See terms and conditions & Venue details for further information.



OUR TWILIGHT OPTIONS

Marrying abroad, later ceremony or just prefer an evening party, our 'Twilight' options are made for you, if you are just looking for an evening celebration.

TWILIGHT PACKAGE

£2500 INC. VAT

For 'just an evening do'

Arrival time 7pm for up to 100 guests.

- Prosecco reception for your guests.
- DJ and Disco
- Choice of buffet. (page 5)
- Lothersdale Suite decorated with white table linen, white or black chair covers and chair bows in a colour to compliment your chosen colour scheme
- Use of cake knife & stand
- Your cake sliced after cutting and served for your guests at a time of your choosing
- Use of your own private bar and dance floor.
- Complimentary Bay View room for the happy couple.
- Additional guests are charged at £23 per adult. This rate is discounted.

A ceremony is unavailable on this package due to its 7pm start. Please see our Bay View Package.

TWILIGHT PACKAGE WITH BAY VIEW DRINKS RECEPTION

RECEPTION

£4500 INC. VAT

Prosecco & light canapes served in 320 our stunning bay view room with its outdoor deck. Mingle with your guests for an hour or two and take in the panoramic views before heading into your evening disco and party in Lothersdale Suite. You have sole use of 320 from your arrival between 5/6pm and your evening party starting in Lothersdale Suite.

- Your choice of canapes from the list on page 4.
- Everything in the Twilight Package outlined on page 2.
- Additional guests £48
- Additional Hours excluding ceremony prior to 5pm are £1000
- Additional Ceremony - 4pm onwards from £350 with additional fees payable to the registrars.



YOUR WEDDING BREAKFAST

Please select ONE of the following dishes for all of your guests to enjoy. Vegetarian and other specific dietary needs can be catered for separately.

TO START

Roast Tomato & Pepper Soup Basil Crème Fraiche (V) (VE on request)

Leek & Potato Soup Crispy Leeks, (V) (VE on request)

Ham Hock Terrine Apple Chutney, Toasted Sourdough

Chicken Liver Pate, Red Onion Marmalade, Melba Toast

Beetroot, Candid Walnuts, Goats Cheese Salad (V)

MAIN COURSE

Roast Chicken Supreme Fondant Potato - Green Vegetables - Wild Mushroom Sauce

Roast Sirloin of Beef Yorkshire Pudding, Roast Potato, Roast Root Vegetables, Red Wine Gravy

Pan Fried Fillet of Salmon Crushed New Potato, Green Vegetable, Roast Pepper & Tomato Relish

Red Lentil & Vegetable Roast, Champ Mash, Roast Vegetables, Vegan Gravy

(V & VE on request)

Roasted Pork Loin, Sauteed Apple Slices, Cider Apple Gravy, Greens



3.

SWEETS

Sticky Toffee Pudding Toffee Sauce, Vanilla Ice Cream (V)

Eton Mess, Meringue, Mixed Berries Compote, Chantilly Cream (V)

Warm Chocolate Brownie, Salted caramel Ice Cream (V)

Baked Vanilla Cheesecake, Strawberry Compote, Strawberry Sorbet (V)

Glazed Lemon Tart, Fresh Raspberries, Raspberry Sorbet

Package price is based on couples selecting ONE choice for guests to enjoy. If you would like to offer your guests a choice of TWO per course an additional fee of £300 is payable which covers the additional costs associated with having an extra choice. You will need to collate choices from guests and forward them to us 6 weeks prior to your date.

CHILDREN'S CHOICES

A small portion of your main meal choice OR:

Garlic Bread - Chicken Goujons - Chocolate Brownie can be chosen from.

Please let us know which choice your younger guests would prefer.

PLEASE SUBMIT YOUR TABLE PLAN WITH ALL MEAL REQUIREMENTS MARKED 6 WEEKS BEFORE YOUR WEDDING DATE.

HOW ABOUT ADDING CANAPES?

You may wish to add canapes to your drinks reception or to welcome your guests in the evening | £6.50pp

Choose THREE items for your guests to enjoy. Choice must include ONE vegetarian option,

Halloumi & Mediterranean Vegetable skewers (V) |

Chicken Liver Parfait & Red Onion Marmalade |

Smoked Salmon & Prawn Quiche |

Prawn Cocktail Baskets |

Galia Melon & Proscuitto Skewers |

Mini Yorkshire Puddings with Roast Beef |

Smoked Salmon & Cream Cheese Pin Wheels |

Cheese & Onion Quiche (V)

4.

YOUR EVENING NIBBLES

Please select ONE of the following buffet choices for your guests to enjoy.

FINGER BUFFET

Vegetable Samosas - Vegetable Spring Rolls - Quiches - Chicken Goujons - Sausage Rolls - Finger Sandwiches - Chips

SAUSAGE & BACON BUNS

Bacon - Sausage - Veggie Sausage - Rolls - Sauces - Chips

BURGER & HOTDOG BAR (£3 SUPPLIMENT)

Beef Burgers - Hot Dogs - Veggie Burger - Rolls - Garnishes - Cheese Slices - Onion - Sauces - Chips

PULLED PORK BUNS (£3 SUPPLIMENT)

Pulled Pork - Veggie Sausage - Garnishes - Pickles - Onions - Cheese Slices - Chips

Vegetarians are well catered for on any choice you pick. Please let us know about any vegans or dietary requirement guests

We will slice and serve your wedding cake as a dessert for your guests once the buffet has been served.

For further information or to arrange a no obligation visit please call us on 0152446404



5.

VENUE INFORMATION & PLANNING YOUR DAY WITH US...

6.

CEREMONIES

Relax and enjoy your whole wedding day with us. We are licensed for wedding ceremonies for up to 110 people.

Ceremony in Lothersdale Suite, our stylish large function room suitable for larger ceremonies - £350

Ceremony in 320, our elegant bay view room licensed for ceremonies up to 40 people - £500

There will also be the registrars fees to pay on top of this. These are our charges to cover room hire and licensing.

We recommend a ceremony time of 12 or 1pm to get the most out our Complete Package and a ceremony time of no earlier than 4pm for the the Twilight with Bay Packages

MINIMUM CHARGES

For events booked for Fridays, Saturdays and Sundays - a minimum charge equal to the full price of the Complete Package applies to weddings with an event start time prior to 4pm. For events starting after 4pm the charge is equivalent to our Twilight with Bay View Package, and evening only events starting after 6pm the charge is equivalent to Twilight Package.

This reflects the value of these dates to the venue and the catering required to keep your guests happy and well looked after over the course of the day.



DISCOUNTED RATES

We can offer discounts and flexibility on Mondays - Thursdays inclusive and on selected week-ends in November, January, February and March as follows:

£500 discount from full price Complete Package

10% discount from full price Twilight Packages

LATE AVAILABILITY - We have planned weddings for couples in just a few weeks so if you have plans to marry soon but think you have left it too late contact us and we will work with you to create your dream wedding at short notice.

ACCOMMODATION

Our packages include a complimentary Bay View Room for the happy couple for their use on the night of the wedding. Please note a credit or debit card authorisation is required on check in to cover any additional charges added to your room account.

Your guests are welcome to book rooms with us either online or by contacting the hotel directly. We recommend early booking for weekend dates as these are usually full. Rates offered will be the best available rate at the time. Your guests will manage their own accommodation booking. Morecambe also has a good range of other hotels and guest houses so your out-of-town guests have plenty of options.

Rooms booked and paid for by the couple for their own use will be managed with your venue coordinator. Payment will be made when the final wedding billing 6 weeks prior to the date. For further details see our t's&c's (page 13)



SOME USEFUL INFORMATION FOR COUPLES

After an initial meeting your venue coordinator will contact you to outline your plans, pricing and itinerary. We can provisionally hold a date for two weeks without a deposit. You will need to confirm the time of your ceremony with the local registry office in Lancaster if you are holding your ceremony with us or if you are marrying elsewhere with the ceremony venue.

Deposits - A non-refundable deposit of £500 is payable to secure a date. Payment of this deposit is an acknowledgement and acceptance of our terms and conditions. These can be found on page 13.

Payments - Final payments and numbers are due 6 weeks before your event.

Table Planning - Tables are usually rounds of up to 10 people. Your top table can be up to 11 people.

Venue capacity is as follows (numbers include children):

Lothersdale Suite - Maximum is 120 with the bar, dance floor and DJ with a casual seating plan. Please bear in mind that particularly at higher guest numbers, large items of decor e.g. photo booths can reduce tables and seating capacity and that a band can take up seating for 30 people.

Lothersdale Suite & 320 - Maximum is 160, if your numbers are higher than 120 you will also need to hire 320 which would take your evening capacity to a maximum of 160 guests. A minimum charge of £6,845 (2023) and £7,395 (2024) will apply.

Sole use of Lothersdale Suite, 320 & Aspect Bistro - Maximum is 240 if your numbers are going to be higher than 160 this will necessitate your celebration having sole use of all of our public bars and as such a £10,000 minimum charge will apply.



6 WEEKS PRIOR MEETING CHECKLIST

Around 6 weeks prior we will meet with you to discuss and finalise your plans. **At this meeting we require the following...**

- Table plan with menu choices for your whole group, this information should be arranged by tables and person. Any alterations to your food choices or table plan after this meeting and you will need to resubmit your seating plan in full. This is to ensure the smooth running of your event.
- Final numbers day and evening so we can prepare an invoice if applicable and make our food orders to suppliers. Final payments follow in the days after the final meeting.
- Dietary requirements of guests. Eg any allergies etc.
- Speeches - timing of, who is speaking and in what order.
- Information for DJ - first dance song, any other requests, likes or dislikes. Favourite genres etc.
- A full list of accommodation booked, managed and paid for by the couple. Rooms reserved by you previously but not on this list will be cancelled.
- A full list of other vendors who are bringing items on the day. All will require PAT testing if bringing electronic equipment and public liability insurance.

If you are having your ceremony with us we will also need.

- Your full legal names, this is a legal requirement we have to display them on entryways before your ceremony.
- Names of your bridal/grooms parties to reserve seating at the front for those playing an active role in the ceremony. Bear in mind that very young members of the couples parties may need a parent or other adult in the front rows to help them find their seat for the ceremony.
- Names of close family members or friends so we can reserve seating towards the front.
- Your music choices for the ceremony as approved by the registry office. We will need song name, artist and in what order you would like the songs played. We will source the music ourselves.



THE FINAL COUNTDOWN

In the 48 hours before your wedding we would ask that you drop off any décor items we will need to add the finishing touches to your celebration.

These will include

- Your decorative table plan for us to display
- Guests name cards for tables (in a bag per table with any table favours included)
- Table centrepieces (assembled so minimal set up is required on the day)
- Guest books, post boxes or games to be put on display
- Any additional light room décor (assembled)
- Any gifts you are giving out
- Your personal luggage which we can store securely until your Bay View room is ready.
- Cakes should arrive morning of or on the day of the wedding ready assembled or assembled by the baker on site.

All items should have clear instructions as to how, where and when you want things placing. We cannot accept items prior to 48 hours and they should be collected within 48 hours after the event.



SOME EXCELLENT LOCAL VENDORS

Venue décor

Ribbons and Roses - Trudi and her team are one of the areas main event décor suppliers and have an extensive range of high quality decorative items.
Call 01524419993 or 07913889379 or email ribbonsandroses160@hotmail.co.uk

Decoupage Dreams - Ann specialises in high quality, elegant, bespoke décor and stationary for your event at very reasonable prices.
Call 01524831022 or 07419111922 or email ann@decoupageDreams.co.uk

Photography

Bay Photographic - Bay photographic is one of the areas leading wedding photography services.
Visit Chris's website to view his excellent work www.bayphotographic.co.uk or call 01524 762785

Steve Pendrill Photography - Steve offers a range of packages and a professional service backed up by 35 years experience. Visit Steve's website to view his excellent work www.stevependrillphotography.com or call him on 07815010426

Floristry

Abi's Arrangements - One of the North West's leading wedding florists and we are lucky to have her here in Morecambe call on 01524 401433 or visit her shop on Princess Crescent in Bare.

Cakes

Elle Bakes - Elle specialises in bespoke cakes and bakes for any occasion and with a Michelin background in pastry her baked goods will always be of the highest and most exquisite quality. Visit Elle's website: www.ellesbakes.co.uk.

Hilary Hurst - Hilary specialises in bespoke wedding and occasion cakes with a variety of flavours. Get in touch to start your bespoke cake design - 07387279925 / hilaryhurst.co.uk.



A WORD FROM SOME OF OUR HAPPY COUPLES

'Wow what can i say, we had the best wedding day ever at the lothersdale Hotel morecambe! Everthing was just perfect both the function room and aspect looked stunning, the food was fantastic, and our room was lovely with the sea views This wedding has been nearly 3 years in the making, after 3 cancelled weddings it was 4th time lucky. Judy the wedding coordinator, the patience she showed throughout, the communication and attention to detail from start to finish has been superb and we cannot thank both you and Paul enough All your staff are an absolute credit to you and it feels more like a family than a hotel. Thank you all so much, much love from the newly and finally married Mr and Mrs Young x'

"I wanted to take the opportunity to thank you and all the staff at the hotel for making our wedding day so special! We along with all of our guests had a wonderful time & couldn't have asked for more, thank you for everything you helped us with, the room looked beautiful. A wonderful start to married life!" Mr & Mrs B

"Absolutely faultless wedding breakfast and evening reception at the Lothersdale x the food was beautifully cooked and presented and the staff were fabulous. I have loved every minute of my wedding day!
Thank you. Mr & Mrs M

'Our wedding day could not have been complete without you!' M&J

'Thank you so very much for helping us put our very special day together and thank you for helping us celebrate it we had the most amazing time of our lives a day we will never forget' K&T

'This is just a short note to say a very, very big thank you to you and your team. Our Special Day was perfect in every way.. So perfect I may divorce him so that we can do it all again lol. Seriously.. It was amazing Certainly a day to remember, thanks to you and all at the Lothersdale Hotel' Mr & Mrs Owen.



OUR TERMS & CONDITIONS...

Payment of your £500 non refundable deposit is an acknowledgment and acceptance of our t&c's.

We do not require further payment until 6 weeks prior to your date. 100% of the balance is due 6 weeks prior. Some couples choose to pay by instalments which we are happy to do but please note that if you wish to have amounts refunded there will be a £10 admin charge each time. We recommend saving into a dedicated savings account instead if you feel you may prefer having the security of easy access to the funds.

Minimum Charges apply and are outlined on page 6.

Guest Numbers & Pricing - Packaged pricing is not based on a particular number of items being provided but on us providing the outlined goods and services as per the itinerary and arrangements we have made with you. For example; we will ensure all guests present for an arrival drinks reception will have a drink available for them. Once this drinks service is ended later arriving guests will not be served 'arrival drinks'. The service paid for is a wedding package including a drink service at a particular time not X number of glasses.

No cash alternative, reduction or refund is offered for parts of the package not required by the couple or not used on the day or if your numbers fall below those quoted in the brochure which are maximum numbers for the packages.

All guests attending must be catered and paid for with the exception of young children who do not require any food. We do still need to know about these children so we can accommodate them but you will not be charged for them.

We reserve the right to increase pricing on packages or individual elements thereof in the event of significant price increases beyond our control. We would discuss this with you first and this would be a last resort.



Accommodation

When paying for a full priced package the newlyweds will enjoy a complimentary Bay view room. It is not possible to guarantee a couple a particular room. The couple can also book with their venue coordinator any rooms for their own use eg. the night before the wedding. Payment for these rooms is due with the events final payments 6 weeks prior. The cancellation policy on these rooms is one week pre arrival.

Your family & guests will book and manage their own accommodation and are advised to contact the hotel directly to book accommodation and will be offered the best available rates for those dates. Please be aware that hotel room pricing can adjust over time and we will not price match cheaper last minute deals on rooms. Room bookings need to be confirmed with valid credit or debit card details.

Provisional bookings cannot be made and guests should pay attention to the cancellation policy of any rooms booked as non-refundable rates although cheaper are not refunded under any circumstances.

On arrival guests will be asked for a credit or debit card preauthorization. This is standard check in procedure at all major three, four and five star accommodation and covers for items added to their bill and other incidentals during their stay. This will also be required for the couples complimentary room in order to cover any extras or incidentals over the course of their stay.

In the event of your wedding being cancelled or moved your guests will need to contact the hotel to move or cancel their rooms as they are responsible for the management of their booking.

Buffet Food Your buffet can be left out for a maximum of 90 minutes to comply with health and safety regulations. We cannot serve it beyond this time. We cannot save food for collection later as this is serving.

Outside Catering - Outside catering is not permitted at all with the exception of wedding cakes and sweet carts. Cheesecakes attract a £50 additional charge as they require additional storage, handling, cutlery, crockery etc. Please see the cakes section below regarding cheese cakes.

Wedding Cakes should arrive the morning of the wedding. They should be fully assembled as we do not dress, decorate or assemble cakes. We accept no liability for cakes damaged in our storage or whilst moving. Cakes that our kitchen deem unsafe for consumption (eg undercooked sponge) will not be served and will be boxed and saved for couples to collect after the event.

We advise against cakes made of cheese. Wedding cakes are on display for hours and cheese does not lend itself to sitting at room temperature all day especially in the warmer months. Our cake storage is an open cool cellar not a fridge. An additional fee of £50 is chargeable as they require extra cutlery, crockery and cleaning up afterwards. Crackers & accompaniments are charged per person or you may provide your own. If providing your own these should arrive ready for us to serve.

We accept no liability for guests' property left in public areas such as function rooms. Valuables should be removed to the couple's room on the wedding night.

Guest Conduct

We require that hotel staff and property are always treated respectfully. Hotel equipment must not be tampered with. We reserve the right to remove anyone who cannot abide by these conditions. Children are allowed in all areas but must be supervised by adults at all times and not 'free range'.

Alcohol & Bar Service We are fully licensed to serve alcohol and provide a high quality wine and beverage list. If your requirements are not met by this, corkage is £11 on bottles of wine and £17 on bottles of sparkling. Spirit pricing is on application. IT IS NOT PERMITTED TO CONSUME ALCOHOL NOT PURCHASED ON THE PREMISES IN ANY PUBLIC AREA. We will draw this to a guest's attention once after which they will be asked to leave.

We do not allow alcohol as gifts or favours.

Bar opening times are at the discretion of the duty management their decisions are final.

Those we believe are under 18 years old will be asked for ID and will not be served if they can't provide it. We do not serve alcohol to anyone we believe to be under age under any circumstances even during a meal. Please ask your guests lucky enough to look under 25 to bring their ID.

Smoking is against the law in all indoor public spaces. There is no smoking on our deck areas at all. Smoking areas outside are indicated and smokers should indulge considerately in these areas only. Vaping is not permitted in any indoor spaces as it activates our fire detection equipment. Outdoor vaping is allowed in all areas but we ask that you do so with consideration to those seated near.

We are a wedding venue and your venue coordinator is here to help you with all aspects of planning your day in relation to the goods and services provided by us. We do not liaise with other vendors booked by you on your behalf with the exception of things like arranging venue access or providing details they need for your event eg. timings.

As a venue we are happy to put out and place fully constructed items of décor when labelled with clear instructions for example table centerpieces, table plans, guests books, sweets etc. We do not build or assemble items, hang or attach items to walls, tables or ceilings, blow up balloons or construct other DIY kits etc. DIY elements make wedding planning fun and personal but please consider how larger items are going to be put up on the day as venue hire is day of only.

Access to the venue is day of and décor etc is to be removed the day after. We can receive items for a wedding up to 48 hours prior and store for a maximum of 48 hours after if it's small items. We may consider items left longer that this to be discarded and dispose of.

Outside vendors will deliver and set up on the day and remove the day after.

Parking - All guests should arrive at the front of the hotel. There is no public access to the rear without a room key. Please check signs for current information. Our small hotel car park is for hotel residential guests only. Bays are allocated on check in and belong to that guest for the entirety of their stay. Bays can only be reserved on check in and there is no mechanism for advance booking. Parking is strictly first come first served. Arrival is to the front of the building via reception only. Our car park charges are from £10 per day. We have several large public car parks opposite us for non resident guests. Vendors etc dropping items off for your event should see reception who will direct them to our car park for drop off and then they will park elsewhere if they are staying on.

Entertainment - All entertainers must have up to date public liability insurance and PAT testing on their electronic kit. We must have sight of this prior to performance or they can't perform. We have a sound limiter fitted in Lothersdale Suite in accordance with our license obligations. The sound limiter cannot be over ridden and unauthorised tampering is likely to result in removal from an event. A full sound check is needed prior to the event so entertainers should arrive and set up in good time to do this. Let us know if you are planning on booking a band so we can discuss what their space requirements will be and make sure there is time made in the itinerary for set up and sound test.





*We would be delighted to help plan your special day
and make it memorable for years to come.
Please get in touch via details below.*

CONTACT US

Contact: Judy Edmondson

Email: judy.edmondson@bfhotels.com

T: 01524 416404

W: www.bfhotels.com