



WEDDING BROCHURE

*Maes Manor
Hotel*

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WELCOME

THE HOTEL WITH THE PERSONAL TOUCH

If you are a couple dreaming of hosting your wedding in a venue which will provide memories for you to cherish forever, may we take this opportunity to assure you, that should you choose the Maes Manor Hotel, the hotel with the personal touch, you will be making an excellent choice. At the Maes Manor Hotel we have the style and expertise to make your special day unforgettable. We believe that our role is to provide you with an attentive professional team who understand your concern to have every small detail perfect.

We welcome the opportunity of getting to know you, so we can take the worry and strain out of the planning and organising, leaving you free to relax and enjoy the celebrations. Our 'one wedding per day' policy assures you of privacy and personal attention without being obtrusive. All the while our dedication and professionalism ensures that your special day will be filled with pure memories.

You can be assured that, once having decided to hold your wedding at the Maes Manor Hotel, we will hold your hand at every stage: taking you through each tiny detail and offering imaginative ideas to add to the success of your special day and truly memorable occasion.

There is always a member of our polite and friendly team on hand to deal with your wedding booking and any questions that you may have.

**YOURS SINCERELY,
MIKE YARNOLD
GENERAL MANAGER**

ABOUT US

HISTORY OF THE MAES MANOR

The Maes manor Hotel is situated in the heart of the Welsh Valleys, elevated high on Maesrudded Hill, with spectacular views over the surrounding countryside. Immersed within nine acres of beautifully manicured terraced lawns and woodland in Blackwood, this majestic manor house offers a haven of peace and tranquillity for both the business and leisure visitor, far away from the stresses of everyday life.

Maesrudded was the home of Mr Edmund Williams and his family. At the beginning of the nineteenth century the building was a prosperous farm, with large land holdings. In 1814, Mr Edmund Williams is recorded as having let the rights to extract coal from part of his land to the Argoed and Newport Coal Company at a shilling to royalty. Mr Edmund Williams fathered four children: William, Edmund Davies, Mary and Margaret.

On October 9th 1968, at a sale at the Westgate Hotel Newport, Edmund Davies Williams purchased Hollybush Colliery, with all machinery, rolling stock and the rights to eighty acres of coal bearing land that would be exploited for the next fifty years. In 1887, at the time of Queen Victoria's Golden Jubilee, Edmund Davies Williams is documented as JP, Deputy Lord Lieutenant and High Sheriff of Monmouthshire. Just three years later in 1890, the farmhouse was rebuilt to the manor house we see today.

Edmund Davies Williams died in 1895 and his estate was valued at £62,622 18/2d (the equivalent, today of over £4.5 million) and his estates were granted to his two sisters Margaret Williams (spinster) and

Mary Brewer (widow). In 1864 Mr Edmund Williams' daughter Mary, had married Thomas Llewellyn Brewer of Danygraig, Christchurch, Newport.

Mary and Thomas Llewellyn Brewer had a son, Edmund Williams Tom Llewellyn Brewer who went on to become a barrister, a magistrate, High Sheriff and Deputy Lord Lieutenant of Monmouthshire.

Edmund Williams Tom Llewellyn Brewer took the name of Williams by Royal License to become the heir to his uncle, becoming Edmund Williams Tom Llewellyn Brewer Williams. In 1907 he commissioned Thomas H Mawson, a famous landscape designer of high repute, to design the gardens at the new house, Maesrudded, plans of which can be found in T.H.Mawson's book, "The Art and Craft of Garden Making". Other examples of Mawson's work can be seen at Dyffryn Gardens in the Vale of Glamorgan.

Plans were apparently drawn up before the First World War for a new wing to the house although only a stable block was completed. The stable block still remains today, now known as the Coachhouse, although after much refurbishment there are fourteen tastefully decorated rooms.

The family appears to have left Maesrudded in the 1930s. The house was then used as a hospital and a children's home before becoming the Maes Manor Hotel. In recent years the Hotel has been carefully refurbished to offer the modern comforts of the most contemporary hotels alongside the traditional ideals of a charming country house.



Civil Wedding Ceremonies & Civil Partnerships

The Maes Manor Hotel is the perfect venue for your Civil Ceremony. We offer a choice of three licensed rooms, each full of warmth, character and history. The Civil Ceremony usually lasts between 30 to 40 minutes, depending upon your requirements. The ceremony can be enhanced with your own music selections and readings. Please check with the Registrar as there are guidelines in place. All rooms are enhanced by a cream carpet and four aisle pillars with individual posies and table arrangements to compliment your colour scheme.

The Ballroom (Up to 220 guests) £700.00

The Ballroom is the largest of our three rooms with its breath-taking fairy light ceiling and grand original water fountain. Perfect for larger weddings, it can accommodate up to two hundred and twenty guests.

The seasons Restaurant (Up to 50 guests) £500.00

The Seasons Restaurant, tastefully decorated with a black and gold colour scheme is suitable for up to 50 guests.

The Seasons Restaurant Extension (Up to 30 guests)
£400.00

For smaller more intimate ceremonies, we have the recently built Seasons Restaurant Extension with large bay windows flooding the room with natural light.

There is a £250 surcharge for outdoor ceremonies

Rooms

Accommodation

THE MAES MANOR HOTEL HAS TWENTY EIGHT UNIQUE ROOMS THAT ARE SITUATED WITHIN THE MAIN BUILDING AND THE COACH HOUSE, ALL WITH THEIR OWN HISTORY AND DIFFERENT CHARACTER.

EVERY ROOM IS FULLY EN-SUITE AND COMPLETE WITH TEA & COFFEE MAKING FACILITIES. SOME ROOMS HAVE VIEWS OF THE HOTEL'S BEAUTIFULLY MANICURED TERRACED LAWNS, GARDENS AND SURROUNDING WOODLAND.

ONCE YOU HAVE BOOKED YOUR WEDDING, ALL 28 ROOMS WILL BE CLOSED OFF AND ALLOCATED FOR YOUR WEDDING GUESTS. YOU CAN EITHER ALLOCATE ALL RESERVED ROOMS YOURSELF, OR YOUR GUESTS CAN SIMPLY CALL THE RECEPTION TEAM TO RESERVE THEIR ROOMS. ANY ROOMS THAT HAVE NOT BEEN RESERVED WILL THEN BE RELEASED FOR PUBLIC SALE SIX WEEKS BEFORE THE WEDDING DATE.



Prices

Room Rates

THE ROOM TARIFFS BELOW ARE QUOTED PER ROOM, PER NIGHT, INCLUDING VAT AND FULL WELSH BREAKFAST. BREAKFAST IS SERVED BETWEEN 7.00AM AND 9.30AM ON WEEKENDS AND WEEKDAYS, AND BETWEEN 8.00AM AND 9.30AM ON THE MORNINGS FOLLOWING A WEDDING.

GUARANTEED CHECK-IN IS AVAILABLE FROM 3.00PM ONWARDS AND GUESTS ARE KINDLY REQUESTED TO VACATE THEIR ROOMS BY 10.30AM PROMPT. REQUESTS FOR EARLY CHECK-IN CAN BE MADE BUT NOT GUARANTEED.

ADDITIONAL BEDS ARE AVAILABLE IN SOME ROOMS AT A SUPPLEMENT CHARGE OF £10.00 PER BED. COTS ARE ALSO AVAILABLE IN A LIMITED NUMBER OF ROOMS AT NO EXTRA CHARGE.



Single Room.....	£85.00
Double Room.....	£110.00
Twin Room.....	£110.00
Family Room of 3.....	£120.00
Family Room of 4.....	£130.00

The hotel operates on a 24 hour cancellation policy. Full payment for the first night's accommodation will be charged in the event of a no show. Please note room prices are subject to change.



Arrival & Toasting Drinks

Arrival Drinks

Bucks Fizz.....	£5.25
Mulled Wine.....	£5.25
Pimms and Lemonade.....	£5.50
Sparkling Wine.....	£5.95
Maes Manor Alcoholic Punch.....	£5.50
Cava.....	£6.80
Pink Cava.....	£6.80
Kir Royale.....	£6.10
Bottled Beer.....	£4.50
House Champagne.....	£9.95

Drinks Packages

Package 1.....	£10.95
Bucks Fizz arrival drink per glass	
Sparkling Wine for toast	

Package 2.....	£16.25
Bucks Fizz arrival drink per glass	
Glass of Wine (White, Red or Rose)	
Sparkling Wine for toast	

All House Wine £18.95 per bottle



Canapé Selection

Canapés offer your guest something to nibble before the Wedding breakfast, and are usually served with drinks after the arrival at the Maes Manor Hotel or after a Civil Ceremony. An elegant canapé reception is offered to guests in the Cocktail bar, foyer and at the front of the hotel. Please select four of the following options; should you wish to have any more than four options, each additional item is priced at £1.50 per person thereafter.

Cold Canapés

- Chicken & Liver pate on Melba toast
- Smoked Salmon on wholegrain bread
- Celery topped with cream cheese
- Mixed Vegetable crudités and dip
- Vegetable curry trigons
- Mini Wraps

Warm Canapés

- King Prawns with sweet chilli dip
- Katsu curry bites
- Mixed vegetable samosas & mango chutney
- Honey & mustard glazed sausage
- Lamb koftas
- Traditional Welsh rarebit
- Satay skewers
- Deep fried garlic mushroom and garlic mayo dip

Sweet Canapés

- Mini edge butter tart
- Mini sugar doughnuts
- Mini tart selection



All Canapés in the selection are priced at £6.95

Wedding Breakfast

Starters

Homemade Soups

Cream of Vegetable

Welsh Leek & Potato

French Onion topped with Garlic bread .

Minestrone topped with fresh Parmesan cheese

Tomato & Basil with herb croutons

Creamy Mushroom with herb croutons

Plated Starters

Tomato & Buffalo Mozzarella salad served with
dressed rocket leaves & basil oil

Fan of Honeydew melon served with seasonal fruits
and a duo of Coulis

Duck & Orange pate served with onion marmalade

Classic Prawn Cocktail with brown bread

Smoked Chicken strips with rocket leaves & juniper
dressing

Goat's cheese tartlet served with seasonal leaves
and beetroot dressing



Mains

Roast breast of Chicken with sage & onion stuffing,
rich gravy

Roast leg of Lamb with fresh gravy and mint
(£3pp surcharge for all packages)

Traditional Roast Topside of Beef, with 'Maes
Manor' recipe Yorkshire pudding & rich gravy
(£2pp surcharge for packages under £6000)

Roast breast of Chicken cooked in a white wine &
mushroom sauce

Roast breast of Turkey with sage & onion seasoning,
chipolata sausage & a rich gravy

Pork loin in a honey & mustard cream sauce

Cannelloni stuffed with spinach & ricotta with a rich
tomato sauce (V)

Mushroom Stroganoff served with savoury rice (V)

Glamorgan Sausages served with a large Yorkshire
pudding

Nut Roast – A nut cutlet served with a tomato & basil
sauce – suitable for vegans (V)

All main courses are served with a choice of roast
and new potatoes and fresh seasonal vegetables.
Please select one option for all your wedding guests.
Gluten free meals can be prepared with prior
notifications

Desserts

A coffee station is available to be served between the wedding breakfast and evening reception in the bar area please see wedding coordinators for details.

Chocolate Brownie

Homemade vanilla Cheesecake with a choice of sauce (raspberry, chocolate or toffee)

Chocolate Profiteroles

Chocolate tart

Sticky Toffee Pudding

Tiramisu

Lemon tart

Belgian Waffles Vanilla ice-cream, maple syrup on a warm Belgian waffle

A Trio of Chefs selection of desserts - £1.50pp surcharge for all packages

Cheese Course Selection of cheese & biscuits can be added as a platter for the table at a cost of £5.00 per person

Coffee

Freshly brewed coffee served with chocolate mints - £2.50



Wedding Breakfast – Deluxe Carved Buffet

Crown of fresh melon filled with exotic & traditional fruits topped with sorbet

Or

Pillow of prawns, bound with seafood sauce,

wrapped in smoked salmon on a bed of rocket

Cold roast sirloin of beef with horseradish cream

Cold roast ham glazed with honey and mustard

Cold roast turkey with cranberry sauce

Chilled whole poached dressed salmon

To accompany your meal a selection of rice, salad, green leafy salad, pasta salad, potato salad, tomato & onion salad, homemade coleslaw, hot minted new potatoes and freshly baked roll and butter

Cream filled homemade profiteroles with rich chocolate sauce

Or

Brandy snap basket with strawberries and cream

The Deluxe Carved Buffet is priced at £39.50 per person.



The Evening Buffet

Standard:

This buffet choice includes a mixed sandwich platter made up of ham, cheese, tuna mayonnaise and egg mayonnaise fillings (please select whether you would like brown, white bread or a mixture of both) potato salad and homemade coleslaw. £16.50

Please select 4 options for £18, 6 options for £19.50 or 8 options for £21.50 from the following menu:

Barbecue/sweet and sour/tikka chicken drumsticks

Selection of mixed crisps and nuts

Breaded chicken goujons and tomato sauce

Cheese and pineapple chunks

Maes Manor Hotel home cut chips

Mini pork pies

Baby new minted potatoes

Tuna pasta salad

Mini sausage rolls (hot or cold)

Battered onion rings with dip

Fresh French bread sticks and hummus dip

Barbeque spare ribs

Plaice goujons with tartare sauce

Breaded garlic mushrooms with garlic mayo dip

Mini garlic kiev's with dips

King prawns in filo pastry and sweet chilli dip

Mini spring rolls

Garlic bread topped with cheese

Cheese chunks and pickled onions

Hot cheese and tomato pizza finger slice

Hot western style wedges with

Honey and mustard glazed mini sausages
sour cream and chive dip

Cheese and onion/cheese & tomato/cheese
and ham quiche

Chinese dim sum selection and sweet chilli dip

Mini cheese and onion/corned beef pasties (hot or cold)

Platter of cold honey roast ham

Vegetable rice salad

Mini duck spring rolls with hoi sin sauce

Deep fried mozzarella sticks

Spicy vegetable samosas

Nachos with salsa dip and guacamole

Mini onion bhajees

OR

American Style - £20.50

Burgers or Hot Dogs, BBQ Ribs, Fries, Spicy Chicken Fillets or
goujons, Salads & Sauces

OR

"Hog Roast" - £20.50

Ready carved pork with bramley apple sauce, homemade
stuffing, crackling, hot new potatoes, bread rolls, potato salad &
cole

Deluxe Buffet

Sumptuous two course buffet that includes both hot and cold items

Main course

Meat Platter – Ham, Turkey, Beef

Homemade cheese, pepper and tomato pizza

Fresh French bread sticks and hoummos dip

Maes Manor Hotel home cut chips

Tuna pasta salad

Chicken curry, chilli con carne with fluffy rice

Homemade creamy coleslaw

Homemade lasagne

Tomato and onion salad

Golden deep fried garlic mushrooms and garlic dip
(served cold)

Plaice goujons with tartare sauce. (served hot).

Dessert Course

A selection of:

Lemon Tart with double pouring cream

Chocolate brownie with double pouring cream

Profiteroles with hot chocolate sauce

£29.50 per person.







TERMS & CONDITIONS

Maes Manor Hotel asks clients to be aware that all wedding bookings are conducted on the basis of our Standard Terms and Conditions.

1. Confirmation

A provisional booking for the date of your choice will be held for a maximum of 14 days.

After 10 days, Maes Manor Hotel requires written confirmation and a non-refundable/non-transferable deposit of £850 to secure your booking. The booking is confirmed on receipt of the deposit. Then a further £850 is required 12 months before your

wedding. Wedding bookings made within a 12 month period of the wedding date will be required to pay £1700 deposit that is non-refundable/non-transferable.

All payments made to the hotel are non refundable / non transferable.

2. Payments

Settlement of your final balance is required 14 days prior to the wedding. Any additional costs must be settled prior to departure. All prices are inclusive of VAT at the current rate. VAT will always be charged at the same rate in force at the time of final payment.

3. Cancellations

Should you wish to cancel your booking; a charge will be made, calculated as a percentage of the total value, according to the scale highlighted below:

More than 12 months before the wedding.....	20%
12 – 6 months before the wedding.....	25%
4 – 6 months before the wedding.....	50%
1 – 3 months before the wedding.....	75%
less than 1 month before the wedding.....	100%

All cancellations should be confirmed in writing by the client. Cancellation will be in effect from the date of receipt of written confirmation. The cancellation fee must be paid 14 days of any cancellation (excluding weddings cancelled within 1 calendar month of the wedding date in which case payment is due in full immediately). The Hotel strongly recommends that you consider Wedding Insurance to cover costs in the event of cancellation.

4. Minimum Spend

Maes Manor Hotel reserves the right to set minimum spends on certain days. There shall be no minimum spend for weddings held from Monday to Thursday, at the discretion of the management,

(excluding Bank Holidays and national holidays).

Weddings held on Fridays require a minimum spend of £6000, Saturdays require a minimum spend of £7000.

A room hire charge will be incurred for weddings that fall below this spend at the discretion of the management. A room hire charge will be applicable for all civil ceremonies held at the hotel.

Please note that anything the Maes Manor Hotel can supply for a function is not allowed to be brought in by other companies or privately, without written confirmation of agreement from the Hotel's general manager (this includes all decorations, entertainment and catering but doesn't include centrepieces favours and wedding cake).

5. Confirmation of Number of Guests

Approximate numbers must be confirmed with the hotel at the time of booking. It is this figure that will act as the minimum number of guests to be paid for in the event of a cancellation. Final numbers must be confirmed with the hotel 14 days prior to the wedding along with final payment.

6. Food & Beverage

Any wines or spirits brought to the Hotel are subject to a corkage fee, you will need to confirm the costs with the wedding co-ordinator. Any guest found bringing wines, spirits or beer into the hotel premises, for their consumption, will be charged accordingly and asked to leave the premises. No outside catering are permitted at the Hotel. We do not allow wedding cake to be served as dessert for the Wedding Breakfast.

7. Etiquette and Conduct

It is important that all members of your party maintain acceptable levels of behaviour and noise on the Hotel premises. In the unlikely event that you are requested to intervene by the Hotel management, you must take the necessary steps to ensure that the members of your party adhere to this policy. In the event of your failure to comply with this request, the Hotel management may stop the wedding reception without being liable for refund or compensation. Children attending the wedding must be supervised at all times by a responsible adult.

Please note all items brought in by you will need to be taken from the hotel the day after the wedding. We are unable to hold items for more than 24 hours, including the wedding cake.

8. Damage

The client is responsible to the Maes Manor Hotel for any damage caused to fixtures, fittings, property rooms and/or buildings of the Hotel by the client or their guests or agents. Any such damage will be charged for in full.

9. Wedding Brochure Information

All information and prices in this brochure were correct at the time of printing and are subject to change without prior notice. The Maes Manor Hotel cannot accept responsibility for any errors or omissions. Please ensure that prices are correct for the year that your wedding takes place. All arrangements featured in this brochure are subject to availability.

10. Theft

The Hotel is not liable for any loss or damages to guest's belongings and personal possessions within the Hotel premises howsoever such loss or damage may have been caused. Guests are responsible for the protection of their own property and should keep their belongings with them and under their control at all times. Valuable items may be accepted for safe keeping with reception at the discretion of the Hotel.

11. Licensing Hours

Function Bar and Cocktail Bar closing times are as follows:

Sunday – Thursday 11:00pm (Depart by 11.30pm)

Friday – Saturday 12.00 am (Depart by 12.30am)

The Hotel reserves the right to apply the above times to all guests whether resident or otherwise.

12. Data Protection Act

Any information supplied to Maes Manor Hotel, is held in accordance with the Data Protection Act 1984. Information supplied may be used by the Maes Manor Hotel to keep you informed of special offers and promotions we believe are of interest to you.

We do not disclose personal information to any other organisation.

Date of Wedding.....

Signed Groom.....

Print Name.....

Date.....

Signed Bride.....

Print Name.....

Date.....

Signed Wedding Co-ordinator

Date.....

Maes Manor Hotel LTD T/A Maes Manor Hotel

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