



## **Wedding Brochure**

*Congratulations on your forthcoming wedding! We are delighted that you are considering The Kingsmills Hotel to help make your wedding day one that you will cherish for the rest of your life. We offer a dedicated approach – your personal wedding planner will attend to all of your hotel needs and requests, so that you are able to plan and celebrate your wedding with ease.*

*The Kingsmills Hotel offers the perfect setting for the perfect day. Each of our rooms is unique and many offer original 18<sup>th</sup> century features, coupled with the idyllic setting of our gardens for both your celebrations or photographs  
We can accommodate weddings from 4 guests to 300 guests and are licensed for civil ceremonies.*

### ***Each of our full day packages include the following:***

*red carpet arrival*

*champagne welcome for the bride and groom*

*complimentary pre-wedding meal tasting of your chosen menu or canapé selection\**

*personalised menus and table plan*

*master of ceremonies for the day*

*cake knife and cake stand*

*complimentary bedroom on the night of the wedding for the bride and groom including breakfast\**

*15% discount on accommodation rates for wedding guests*

*crisp white or ivory linen*

*complimentary room hire for the wedding breakfast and evening function.*

*\* complimentary tasting and bedroom applies to wedding breakfast for 50 guests or more.*



*Kingsmills Hotel, Culcabock Road, Inverness, IV2 3LP  
01463 257102*

## *The Main Event.....*

*Each of our rooms offers something unique but all offer an idyllic setting for your wedding ceremony or celebrations. We would be delighted to host your wedding ceremony here at The Kingsmills Hotel and have the appropriate licence for religious ceremonies, humanist ceremonies or civil ceremonies.*

	<i>Ceremony. Nos.</i>	<i>Wedding Breakfast Nos.</i>	<i>Evening Reception Nos.</i>	<i>Ceremony Cost</i>
<i>Adams Lounge</i>	30	22	n/a	£150
<i>MacLeod Lounge</i>	30	24	n/a	£150
<i>Burns Suite</i>	n/a	80	120	£250
<i>Inglis Restaurant</i>	80	n/a	n/a	£250
<i>Kingsmills Gardens</i>	150	n/a	n/a	£300
<i>Damfield Suite</i>	40	26	n/a	£175
<i>Culcabock Suite</i>	50	30	n/a	£175
<i>Kingsmills Suite</i>	150	280*	350	£300

*\*The Kingsmills Suite has a minimum number requirement of 100 guests.*

*\*Day guest numbers over 80 and evening guest numbers over 120.*



### *Suggested Pricing to Assist Costing Weddings (1<sup>st</sup> February 2014 – 1<sup>st</sup> March 2015)*

<i>Arrival drink and drink for toast (sparkling wine)</i>	<i>£10.00</i>
<i>Canapés (minimum charge)</i>	<i>£5.00</i>
<i>Menu (minimum charge)</i>	<i>£30.00</i>
<i>Wine (two glasses of wine per person)</i>	<i>£9.50</i>
<i>Evening Buffet</i>	<i>£9.00</i>
<b><i>Approximate Price Per Person</i></b>	<b><i>£63.50</i></b>



*NB – We may be able to offer a discount on midweek weddings (Sunday – Thursday). Please just ask us. It is also worth noting that the above costs are based on our lowest priced menus/canapés etc.*

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## **Drinks Packages**

To complement your menu we have the following drinks options available to choose from, but purely as a suggestion. We can of course work with your personal requirements to design alternatives for you.

### **Classic:**

#### **on arrival**

a chilled glass of sparkling wine

#### **to accompany your meal**

two glasses of red or white house wine

#### **for the toasts**

a glass of sparkling wine

**£19.50pp**

### **Divine:**

#### **on arrival**

Kir cocktail

#### **to accompany your meal**

two glasses of red or white house wine

#### **for the toasts**

a glass of sparkling wine or dram of whisky

**£22.50pp**

### **Supreme:**

#### **on arrival**

a glass, plus a top up of champagne

#### **to accompany your meal**

two glasses of red or white house wine

#### **for the toasts**

a glass of champagne

**£28.50pp**

### **Kingsmills Hotel house wines selections**

**White Wine** – Outback Chase Chardonnay SE Australia 2012, Sauvignon Blanc Los Romeros Chile 2012, Pinot Grigio Cort Vigna Italy 2012

**Red Wine** - Cabernet Sauvignon Monte Verde Chile 2012, Shiraz Outback Chase SE Australia 2012, Merlot Berri Estate SE Australia 2012

**Non alcoholic alternatives are always available.**

Jugs of 100% fresh orange and/or apple juice

£6.95 per jug

We also have an extensive cellar of wines, spirits and liqueurs to complement all of the Wedding Breakfast menus and these may be selected individually to meet your tastes. We would be delighted to offer you the full wine list at your request

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## *Canapé Selections*

*(a minimum of 80% of your guests must be catered for when selecting canapés)*

*Cold Wedding Canapés; Choose 3 canapés per person for £5 or 5 canapés per person for £7*



*ardgay venison terrine  
smoked salmon blinis  
melon and serrano ham  
sun blushed tomato crostini  
chicken liver parfait brioche  
olives and pickles selection*

*Hot Wedding Canapés; Choose 3 canapés per person for £5 or 5 canapés per person for £7*

*haggis bonbons  
black pudding bonbons  
chorizo and beef meatballs  
mini black pudding with strathdon blue cheese  
coconut king prawns  
mini duck spring rolls  
vegetable haggis filo*

*Luxury Wedding Canapés; Choose 3 canapés per person for £8 or 5 canapés per person for £11*

*woodland mushroom with chive and cheddar  
mini fish and chips  
scallops with smoked bacon  
smoked venison on rye  
quails eggs and caviar  
mini aberdeen angus burgers  
chilli king prawns*



## **Wedding Breakfast Menus**

*The following menus are purely suggestions. Our Executive Chef would be delighted to create alternative menus for you. Or simply “mix and match” from the menus below and we will give you a cost based on your preferences*

### Menu One

**heritage tomato & buffalo mozzarella salad**  
*fresh basil, black olive, lemon dressing*



**roast chicken breast**  
*cumberland and apricot stuffing  
mazala and thyme jus*



**malibu parfait**  
*pineapple salsa, toasted coconut encrusted vanilla ice cream*



*freshly filtered coffee and highland tablet*

*£30.00 per person*

### Menu Two

**loch duart salmon ballontine,**  
*pickled beetroot, caviar, crème fraiche and micro leaf salad*



**grampian chicken roulade with spinach & cream cheese**  
*fondant potato and honey glazed carrots*



**sticky toffee pudding**  
*toffee sauce and vanilla pod ice cream*



*freshly filtered coffee and highland tablet*

*£32.00 per person*

Menu Three

***tian of atlantic prawns and cromarty crab***

*whisky marie rose, lemon dressed baby leaf salad*



***roast loin of morayshire pork with apple and black pudding stuffing***

*celeriac and potato presse, squash puree*



***burnt lemon tart***

*crème fraiche ice cream, blackcurrant coulis*



*freshly filtered coffee and highland tablet*

*£33.00 per person*

Menu Four

***serrano ham and cantaloupe melon***

*black olives, sundried tomatoes, balsamic & sea salt dressing*



***roast sirloin of beef, yorkshire pudding and natural gravy***



***strawberry and mascarpone cheesecake***

*peppered strawberry compote, mint cream, chocolate scroll*



*freshly filtered coffee and highland tablet*

*£35.00 per person*

Menu Five

***smoked halibut***

*beetroot, orange and fennel salad*



***carrot and caraway soup***



***corn fed chicken supreme***

*roasted butter onions, chive potato puree, kilted beans*



***apple crumble tart***

*toffee ice cream and caramel sauce*



*freshly filtered coffee and highland tablet*

*£36.00 per person*

Menu Six

***oak smoked, beetroot cured and hot smoked scottish salmon***

*horseradish crème fraiche, dill soused onion, pumpernickel bread*



***roast tomato and pepper soup***

*sesame glazed duck breast*



***braised shin of scottish beef***

*horseradish mash, garlic roasted roots, black isle beer, glazed onions*



***sticky toffee pudding***

*toffee sauce, simpsons of buckie vanilla pod ice cream*



*freshly filtered coffee and highland tablet*

*£37.50 per person*

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### Menu Seven

***ham hock ballotine***

*pickled vegetables, mustard aioli, and chargrilled brioche*



***cream of leek soup***

*caramelized leek and onion*



***rump of scottish lamb with beetroot boulangere***

*courgette stuffed ratatouille, roast garlic and rosemary jus*



***dark chocolate torte***

*simpsons of buckie raspberry sorbet*

*freshly filtered coffee, macaroon and highland tablet*

*£40.00 per person*

### Menu Eight

***chicken and foie gras ballontine***

*sauterne jelly, whole grain mustard toast, tarragon butter*



***cullen skink soup***



***duo of highland lamb***

*braised shoulder and cutlet of lamb, root vegetable boulangere  
garlic roasted button onions, rosemary and port jus*



***white chocolate cheesecake***

*raspberry sorbet, raspberry gel, baileys cream*

*freshly filtered coffee and highland tablet*

*£42.00 per person*



Menu Nine

***foie gras parfait***

*with gooseberry chutney, toasted brioche*



***cullen skink with warm walnut bread***



***roast sirloin of strathspey beef***

*yorkshire pudding, chateau potatoes, roasted root vegetables*



***kingsmills dessert plate***

*strawberry pavlova, sticky toffee pudding with vanilla ice cream, mocha filled chocolate cup*



*freshly filtered coffee and chocolate truffles*

*£45.00 per person*

Menu Ten

***rannoch smoked highland venison and smoked duck***

*redcurrant and port reduction, corchons*



***cauliflower and strathdon soup***



***scottish lobster thermidor***

*half lobster, mull cheddar gratin, celeriac slaw, straw chips*



***dark chocolate marquise***

*mango sorbet, passion fruit syrup*



*freshly filtered coffee and highland tablet*

*£46.00 per person*

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Menu Eleven

***hand dived west coast scallops***

*leek and vermouth cream, chive potato and pecorino gratin*



***french onion soup***

*gruyere pastry lid*



***roasted fillet of scottish beef***

*fondant potato, vanilla parsnip,  
mini Yorkshire pudding, thyme and red wine jus*



***trio of desserts***

*chocolate profiterole, upside down raspberry cheesecake,  
saffron poached pear*



*freshly filtered coffee and highland tablet*

*£48.00 per person*

## **Wedding Breakfast Menus Continued.....**

*The menus are planned as set menus. To add a choice or an intermediate course to the above menus please see below;*

<i>To add a choice of starter add</i>	<i>£3 per person</i>
<i>To add a choice of main course add</i>	<i>£5 per person</i>
<i>To add a choice of dessert add</i>	<i>£3 per person</i>
<i>To add an intermediate sorbet course add</i>	<i>£3.50 per person</i>
<i>To add an intermediate soup course add</i>	<i>£4 per person</i>

### **Evening Buffet Menus**

*(we require you to offer your guests an evening buffet and a minimum of 80% of your guests must be catered for)*

#### **Buffet 1**

*assorted sandwiches and mini rolls selection, oven baked sausage rolls, shortbread and tea or coffee - £9.00 per person*

#### **Buffet 2**

*haggis, neeps and tatties with a kettle of traditional soup, shortbread and tea or coffee - £9.00 per person*

#### **Buffet 3**

*hot filled rolls with pork & leek sausages, grilled smoked bacon or fried organic egg, kettle of soup, shortbread tea and coffee - £9.00 per person*

#### **Buffet 4**

*assorted sandwiches, prawn and salmon mini rolls, sweet chilli chicken skewers, haggis filo parcels, broccoli and goats cheese quiche, mini steak pies, shortbread, tea and coffee  
- £12.50 per person*

## *The Kingsmills Hotel Children's Menu*

*children's menu available for all guests aged 12 or under, alternatively half portions available from the wedding menu at 50% off*

*main course £5.50; two courses £6.50; three courses £7.50*

### *Starters*

*tomato soup  
melon and orange platter (v)  
cheesy garlic bread (v)  
prawn cocktail*

### *Main Course*

*macaroni cheese (v)  
spaghetti meatballs  
crispy chicken goujons, fries & BBQ sauce  
traditional fish & chips  
6 oz homemade scottish beef burger, fries & salad*

### *Desserts*

*banana sundae  
warm chocolate fudge cake, ice cream &  
chocolate sauce  
fresh fruit salad & yoghurt*

*please make a choice for your children's menu to include 2 options for their starter,  
2 options for the main course and 2 options for their dessert*

## *The Finishing Touches*

*At The Kingsmills Hotel, we know that the difference is in the detail,  
so why not consider a few finishing touches.....*



*to your room.....*

*add exquisite chair covers, coloured napkins and table linen, floral displays and table balloons*

*to the meal.....*

*add a champagne reception, canapés or a sorbet entremets*

*to the bride.....*

*indulgent facials to ensure you glow on your special day*

*prices on request*



*We hope you have enjoyed looking at our suggestions for your wedding at The Kingsmills Hotel, please do remember we are completely flexible and really enjoy working with the bridal party to turn your dreams into reality. If you have any questions whatsoever, please just call us – we would love to hear from you. And finally a couple of important details.....*

- ♥ *an initial deposit of £1000 is required within 14 days of your date being provisionally held*
- ♥ *a further deposit of 85% of the estimated wedding costs is due 6 weeks prior to your big day, or immediately if this date has already passed*
- ♥ *final payment of the remaining balance is due 1 week prior to the wedding date*
- ♥ *all payments made are non-refundable and we strongly suggest that you consider a wedding insurance policy, to cover you and your loved ones for any eventuality*

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## *Our Suggested Timetable For The Day*

*If you are unsure of how you would like your special day to run, you may find our suggested itinerary worth considering;*

<i>2pm</i>	<i>brides arrival and greeted by our team, guests will already be seated in your chosen ceremony location</i>
<i>2.30pm</i>	<i>arrival drinks and canapés are served, whilst your photographer arranges all your requirements inside and out in the garden</i>
<i>3.30pm/3.45pm</i>	<i>our master of ceremonies will invite your guests through to the dining room, passing through your receiving line, your guests will be seated for the meal and then you will be announced in to the room as the new Mr. and Mrs.</i>
<i>3.45pm/4pm</i>	<i>the formal cutting of the cake, and photograph opportunity for your guests</i>
<i>4pm</i>	<i>following the cake cutting, and once you are seated, toast drinks will be poured and we start with the speeches announced in turn by our master of ceremonies</i>
<i>4.30pm</i>	<i>the meal is served accompanied by your chosen wines</i>
<i>6.30pm</i>	<i>meal finished, a chance for the bride and groom to break away to relax and freshen up before the evening guests arrive. Your evening entertainers will have a chance to set up and for our staff to reorganise the room if necessary, for the evening's events</i>
<i>7pm</i>	<i>evening guests arrive, and welcomed by you, the new couple and by the day guests for drinks in the bar</i>
<i>7.30pm</i>	<i>Bride and Groom take to the floor for the first dance, signaling the start of the evening's celebrations</i>
<i>9.30pm</i>	<i>the evening's buffet is served, normally during the band's break</i>
<i>12am</i>	<i>cloaks and carriages</i>

## ***Wedding Etiquette***

*To help you prepare for your special day we have prepared a suggested wedding etiquette*

***The receiving line*** – *this is a formal greeting of your guests before you are seated for the wedding breakfast. It is not essential, but does ensure you meet all your wedding guests:*

*Bride and Groom*

*Bride's mother*

*Bride's father*

*Groom's father*

*Groom's mother*

*Head Bridesmaid and Best Man – optional*

***Cutting of the cake*** – *this is announced by our master of ceremonies, the first slice is then cut by the Bride and Groom. The cake can either be served after the meal with the tea and coffee or with the evening buffet.*

***Top table seating plan*** – *when preparing your seating plan, the traditional layout is usually as follows:*

*chief bridesmaid - groom's father - bride's mother - **Groom & Bride** - bride's father - groom's mother - best man*

*But feel free to move the bridal party around to ensure your preferred requirements*

***Toasts and speeches*** – *in the interest of minimizing the impact of nerves, we normally do these before the meal, and are in this order:*

- *a toast to the bride and groom, normally by the father of the bride, or a close friend*
- *the reply is made by the bridegroom, who toasts the bridesmaids*
- *followed by the best man's speech*

*Hopefully to rapturous applause!*



## *The Kingsmills Supplier List*

*A helpful note of a few local suppliers that have worked with us at the Kingsmills on our weddings before:-*

- *Kingsclub spa – 01463 257 130, located within the Kingsmills Hotel*
- *'Aurora Hairdressers – Iain – 01463 230 005, located within the Kingsmills Hotel*
- *Highland Wedding Accessories – Emma – 07709 162550, stationary and venue styling*
- *Black Orchid Events – Kim – 01349 880 588 - Venue Styling, Chair Covers etc*
- *Designs4Events – Karen – 07595 362 700 - Venue Styling, Chair Covers etc*
- *Wedding Pianist – Laura - 07834817707*
- *Stephen Seedhouse – Stephen – 01463 711 774*
- *Calum Fraser 'Spud the Piper' – 07793 491 367 – offer 10% off to Kingsmills Couples*
- *Phimister Photography, Kathleen – 01463 831 287*
- *Sandy Fea, Photography – 01463 731 612*
- *Harry Gow, Bakery – Fran – 01463 796 101*
- *Cake Topper Designs – Sophie – 01463 224 044*
- *Cup Cake Creations – Debbie – 01808 521 780*
- *Classic Candy Carts – Lyndsay – 077665 02474*
- *Magician – Scott – 01463 250 854*
- *Chauffeur – Andrew – 077420 11300*
- *Honeymoon's By Alba Travel, Tracy – 01463 239 188*

*Please note that all wedding items delivered by the bridal party or associated suppliers must be collected the day after the wedding. After which point all items are left at the owners risk and cannot be guaranteed safe storage.*



## Terms and Conditions of Trading for weddings at Kingsmills Hotel

These Conditions apply to all Contracts for the provision of goods and services to the exclusion of all other terms and conditions, including any which the Client may purport to apply or which may appear in any promotional literature. **Please read these Conditions carefully in order to avoid any misunderstandings regarding the terms on which reservations are accepted.**

In these Conditions, terms used with an upper case initial letter have special defined meanings. Some of these are listed in **Clause 18**. Others are defined when they are first used.

### 1. Confirmations and Guest Numbers

- 1.1 All bookings are provisional until the relevant Contract (signed by the Client) is countersigned on behalf of the Hotel and dated. The Hotel will provide to the Client a copy of the Contract once countersigned on behalf of the Hotel.
- 1.2 The Contract shall specify the anticipated number of guests for the Event, the agreed minimum number of guests for the Event (the "Contract Minimum") and the maximum number of guests permissible for the function room(s) reserved for the Event.
- 1.3 The Client must inform the Hotel of the number of guests it wishes to be catered for at the Event (the "Final Number") This Final number will override the anticipated number specified but will not affect the Contract Minimum.
- 1.4 The Contract Minimum represents the minimum number of guests the Client guarantees will attend at the Event and the Company has calculated its charges on this basis. The amount payable by the Client will therefore be calculated according to the highest of (a) the Contract Minimum (b) the Final Number or (c) the number who actually attend the Event.
- 1.5 When an evening reception buffet is selected a minimum of 80% of total guests must be catered for.

### 2. Payment

#### 2.1 Payment

All accounts incurred will be invoiced. Any queries should not delay immediate payment of the outstanding balance. Queries should be referred to the Hotel within 7 days of the receipt of invoice. No allowance or refund can be made for meals and other elements not taken within the agreed package rate. Payment must be made in Pounds Sterling (UK) payable to the Kingsmills Hotel.

#### 2.2 Deposits

The Client must pay the deposit payment(s) specified in the Contract under Billing Instructions. Should the Client fail to pay any such deposit within 14 days, the Company may treat the Booking as having been cancelled by the Client and:

2.1.1 the Company may set-off any cancellation fees which become payable against the deposit;

2.1.2 if the deposit held by the Company is greater than the amount of any cancellation fees payable, then the balance shall be refundable to the Client.

#### 2.3 Interest

When credit facilities are granted and when payment is not received within the stated terms, we reserve the right to charge an appropriate rate of interest (3% above base rate) or make a collection charge. All such agreed credit accounts must not exceed their credit limit at any time.

#### 2.4 Extras

The Client shall pay the Hotel for any food and beverages or other goods and/or services not provided for in the Contract or otherwise in correspondence but made available upon request of the Client on the day of the Event.

#### 2.5 Price Variations

In the event of circumstances beyond the Company's control (including, but not limited to, increases in the standard rate of VAT), the Company reserves the right to vary the prices specified in the Contract to an extent which reflects such circumstances.

### 3. Cancellation by Client

- 3.1 If the Client wishes to cancel a Booking or cancel the reservation of some or all bedrooms reserved either as a block booking or in conjunction with an Event, such cancellations must be advised to the Hotel in the first instance verbally, followed by written notice of cancellation. Cancellation shall be effective, final and binding on the Working Day on which the Hotel receives written notice of cancellation (the "Cancellation Date"). Any notice of cancellation received out of the hours of 9.00am and 5.00pm shall be deemed made on the next Working Day. Any postponement of any Event shall be considered as a cancellation under this Clause 3.
- 3.2 If the Client cancels a Booking, the Company will charge a cancellation fee. This cancellation fee shall be a percentage of the charges payable in respect of the Contract Minimum (and, if any separate charge is payable in respect of room hire, of such room hire charge), according to the number of clear days (that is not counting the Cancellation Date and the day of the Event) between the Cancellation Date and the date of the Event (the "Cancellation Notice"), as set out below. If the Event is cancelled less than 3 Working Days before the Event, the Hotel is entitled to charge according to the Final Number, if higher than the Contract Minimum.

<u>Cancellation Notice (Events)</u>	<u>Fee</u>
153-91 days	50%
90 days -28 days	75%
27 days- 14 days	85%
13 days – 3 days	95%
3 days or less	100%

- 3.3 Where any bedrooms are reserved either as a block booking or in conjunction with an Event, such bedrooms:

3.3.1 are block booked and reserved exclusively to the Client and accordingly will not be released unless notice of cancellation of such reservation in respect of the relevant bedrooms is given in accordance with Clause 3.1. The cancellation fees set out in Clause 3.4 will if applicable then apply.

3.2 will (unless cancelled as provided above) be charged at the room rate specified in the Contract (or, if no separate room rate is specified in the Contract, at the standard room rate) for all nights booked even if any guests do not stay for all nights so booked (including by reason of early departure).

- 3.4 For block bedroom bookings of 10 or more rooms on any one night, cancellation of some or all bedrooms reserved either as a block booking or in conjunction with an Event will incur a cancellation fee. This cancellation fee shall be a percentage of the charges payable in respect of the bedrooms cancelled (or, if no separate room rate is specified in the Contract, of the standard room rate) according to the Cancellation Notice, as set out below:

<u>Cancellation Notice (Bedrooms)</u>	<u>Fee</u>
28 days - 14 days	75%
13 – 3 days	85%
2 days – night of	98%

- 3.5 The cancellation fees payable under this Clause 3 are a genuine pre-estimate of the loss the Company will incur arising out of a cancellation; the actual losses incurred by the Company may be greater or less than these cancellation fees; the cancellation fees are payable whether or not the Hotel is able to find alternative business in respect of the cancelled Event and/or bedrooms.
- 3.6 In addition to the cancellation fees due under Clauses 3.2 or 3.4, the Client must reimburse the Hotel (on an indemnity basis) for any

All information contained herein was correct at time of going to press.

expenditure incurred in respect of any cancelled Booking including (but not limited to) any costs, charges or penalties as a result of having to make consequential cancellation of its own arrangements with third parties in relation to the Event.

- 3.7 The Company may invoice the Client for any cancellation fees payable at any time after the cancellation. The Client shall pay such invoice on presentation of invoice.

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#### 4. Cancellation by Company

4.1 The Hotel may cancel the Booking:

- 4.1.1 if the Booking might prejudice the reputation of the Hotel;
- 4.1.2 under Clause 2.1
- 4.1.3 if the Hotel becomes aware of any deterioration in the Client's financial situation such that the Company reasonably considers the Client may not be able to fulfil its material obligations under the Contract.

4.2 The Company may charge the cancellation fees provided in Clause 3 in the event of any cancellation under this Clause 4.

#### 5. Changes by Company

The Hotel reserves the right without prior notice to change the Client's assigned function room for one of equal suitability if the Hotel has reasonable commercial or operational reasons for so doing (including, but not limited to, the carrying out of works on the relevant room or such room being otherwise unavailable).

#### 6. Outside Services

The prior consent of the Hotel must be obtained for any entertainment or services contracted for the Event by the Client, all of which must comply with any statutory codes and regulations. It shall be the responsibility of the Client to ensure that, where applicable, Performing Rights Society forms and Phonographic Performance Limited forms are completed by any band or musicians employed by the Client.

#### 7. Etiquette

7.1 The Hotel reserves the right to judge acceptable levels of noise or behaviour of the Client, its guests, representatives or contractors (including, but not limited to, persons engaged by the Client to provide entertainment or other services). The Client must ensure compliance with the Hotel's direction as to noise or behaviour.

7.2 The Hotel reserves the right generally:

- 7.2.1 to exclude or eject any person from the Event or the Hotel if it reasonably considers such person to be objectionable; and
- 7.2.2 to terminate the Contract and stop the Event without liability to any refund or compensation, if necessary to prevent or terminate unacceptable noise or behaviour.

7.3 The Client shall indemnify the Company against all and any losses, costs, damages, liabilities, claims, demands and expenses suffered or incurred by the Company arising out of any exclusion, ejection, termination or stopping under Clause 7.2 or the circumstances giving rise thereto.

#### 8. Health & Safety

The Client must fully comply (and ensure the full compliance of its sub-contractors, employees and guests) with the Hotel's Health & Safety policy, a copy of which is available on request from the Hotel.

#### 9. Corkage

No wines, spirits, food or beverage may be brought into the Hotel or grounds by or on behalf of the Client or any guests for consumption on the Hotel premises unless the prior consent of the Hotel has been obtained, for which a charge will be made.

#### 10. Licensing and Statutory Regulations

The Client shall maintain free access to fire exits at all times and shall obtain the prior approval of the Hotel before using any special effects equipment on the Hotel premises. The Client shall submit for approval by the Hotel all table layouts for the Event. The Client shall observe the permitted hours for selling intoxicating liquors in the Hotel premises, as advised by the Hotel.

#### 11. Punctuality

The Event must start and finish at the times specified in the Contract. Changes to these times may not be possible unless previously agreed with the Hotel.

#### 12. Guests' Clothing and Personal Property

The Company does not accept responsibility for the property of the Client or its guests. Cloakrooms are provided for the convenience of clients and guests but any goods deposited in the cloakrooms or left unattended on Hotel premises are deposited at the owner's risk and without any liability on the part of the Company.

#### 13. Equipment Storage

The Hotel will assist the Client, where reasonably possible, with the storage of equipment etc, however, the Company does not accept any liability for loss or damage to any item of equipment, furniture, stock or the like, left in storage.

#### 14. Radio Communication Systems

Where usage of any radio communication system handset is provided to the Client, the Client shall comply with all licensing conditions in relation thereto.

#### 15. Liability of the Company

15.1 Subject to Clause 15.4, the Company shall not be liable, whether in contract, tort (including negligence) or otherwise for any indirect, consequential or economic losses or loss of profits however arising.

15.2 In no event will the Company's liability for any loss or damage in contract or tort (including negligence) or howsoever otherwise arising, exceed the total amount paid by the Client for the Event.

15.3 The Company shall not be liable for any breach of the terms and conditions or delay or failure in providing services as a result of causes beyond its reasonable control including (but not limited to) fire, floods, strikes, delays in transportation, failure of services or inability to obtain any necessary information or consent from any authority.

15.4 The Company does not exclude or restrict its liability in respect of death or personal injury resulting from its negligence.

#### 16. Damage

The Client shall be responsible to the Company for any damage caused to the allocated rooms or the furnishings, utensils and equipment therein or to the Hotel generally by any act, default or neglect of the Client or any sub-contractor, employee or guest of the Client and shall pay to the Company on demand the amount required to make good or remedy any such damage.

#### 17. General

##### 17.1 Agents

Should the Client contract with the Hotel through an agent, the agent acts in that capacity for the Client, and not the Company. The Client accepts full responsibility for the payment of the Hotel's account.

##### 17.2 Governing Law

The Contract shall be governed by and construed in all respects in accordance with the laws of Scotland. The Contract does not affect any rights which the Client may have under the Hotel Proprietors Act 1956 where that Act applies.

##### 17.3 Time is of the Essence

For all payment obligations under these Conditions, time shall be of the essence.

##### 17.4 Assignment

The Contract shall not be assignable by the Client, but may be assigned by the Company

#### 18. Definitions

18.1 "Booking" means a booking under a Contract

18.2 "Client" means the person, firm or company responsible for commissioning and payment of the Event.

18.3 "Contract" means the written agreement between the Hotel and the Client for a specific booking or series of bookings

18.4 "Event" means the event or function specified in the Contract

18.5 "Hotel" means the property(ies) for which this Contract has been agreed and/or as appropriate under the Kingsmills Hotel (Inverness) Ltd, Registered Office: Johnstone House, 52/54 rose Street, Aberdeen, AB10 1HA Registration No. SC325315

18.6 "Working Day" means Monday to Friday excluding bank holidays and other public holidays

19. Clients will ensure no alcoholic drinks are served and/ or consumed in the car park area of the hotel. The organiser reserves the right to stop the event and escort the guests of the premises

*Kingsmills Hotel, Culcabock Road, Inverness, IV2 3LP  
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