



# Congratulations on your engagement!





## MAKE YOUR DREAM WEDDING A REALITY.

At De Rougemont Manor, we understand that your wedding day is one of the most special and important occasions of your life. That's why we make it our mission to ensure yours is a day you can treasure forever.

With plenty of room for you and your guests to eat, drink, dance and celebrate, you can be sure that everyone will be comfortable and well looked after. Whether you choose a formal wedding breakfast or something from our range of buffet menus, the food is always great and tailor made to your tastes.



"Our wedding day was beautiful, the venue and staff were amazing. We can't wait to come back for our first anniversary."

# CREATE YOUR PERFECT DAY.

- Beautiful Ceremony Room
- Choice of 3 Stunning Function Rooms
  - >> 3 Luxurious Honeymoon Suites
    - Flawless Landscape Gardens
  - Wedding Coordination & Planning

# Exclusively yours

We have a strict **one bride** per day policy, which means we will only accomodate **one wedding party** within our function suites each day.



Our delightful Italian Gardens are available to you for your wedding photography and arrival drinks, ensuring a beautiful backdrop and wonderful memories of your special day. Alternatively, you may find our grounds suit you better - it's your choice.



# CEREMONY ROOM

Our beautiful, ornate Garden Lounge is the perfect setting for tying the knot. The room retains its Adams style fireplace, intricate decor and impressive bay window, it also includes our white baby grand piano. All these features make for a stunning ceremony.

Perfect for small to medium sized civil ceremonies, it can accommodate up to 90 guests for a civil ceremony.

"Lovely gardens for wedding pictures and superb wedding breakfast." Eileen





# GOLDING'S SUITE

Our Golding's suite is the largest of all of our function suites, it is located adjacent to the main hotel and is a totally separate building complete with its own catering facilities, bars, bathrooms, reception area & ancillaries. The building also houses 9 bedrooms and 1 bridal suite so that you and your guests can enjoy the comfort of staying after the celebrations without the need to leave the building.

The Goldings is a superb and unique setting which can seat up to 150 for wedding breakfast and hold up to 250 for wedding reception evening celebrations.

"The staff were so accommodating, professional and well organised." Charlotte





# CHAMPERS SUITE

The Champers suite is large and comfortable, with windows running the length of the room and a beautiful decking area, which boasts fantastic views of the hotel grounds, swimming pool and the surrounding Essex countryside.

The Champers Suite is situated in the main hotel and has access to a private bar and full dance floor. Champers Lounge seats up to 150 guests for a wedding breakfast and holds up to 250 for evening celebrations.

"I had the best day of my life, it was a magical day." Tara





# GARDEN LOUNGE

The Garden Lounge is located adjacent to the main hotel reception and was originally the drawing room of the De Rougemont family.

This room retains its ornate fireplace & decor and an impressive bay window which ensures the room is well lit with natural light. The room overlooks and has exclusive access to the private Italian Gardens which are popular for welcome drinks, canapés and group wedding photography. Our Garden Lounge seats up to 47 guests for a wedding breakfast and holds up to 80 for evening celebations.

"Truly can't recommend this place enough." Karen



### THE PERFECT WAY TO END THE DAY.



# **BRIDAL SUITES**

Choose from three luxurious bridal suites. Two of our honeymoon suites offer a traditional manor house feel with 4 poster beds and wooden furnishings. Alternatively, we have a suite with mirrored furnishings and vibrant wallpaper for couples who prefer a more modern look. All suites include lounge and dining areas, large plasma TVs, Jacuzzi bathrooms, tea and coffee making facilities and all the mod cons.

Suite 111 (pictured above) is our 'Guest Favourite', it has a private balcony which boasts a wonderful view of the Italian Gardens a romantic place to retreat to together after the big day. You can also arrange for a full English Breakfast to be delivered to your suite so that you can enjoy your first morning together accompanied by hot food and good service.

Enquire today about reduced room rates for your wedding guests.

"The bridal suite was wonderful, very spacious and the bed was very comfortable, we look forward to our next stay with you."



# TAILOR TO YOUR TASTES

# CANAPÉS

Choose any 4 Savoury or Sweet at £5.95pp Children's at £4.00 per child



# Something Savoury



Smoked Salmon and Dill Crème Fraîche

Chicken Mousseline Mango and Coriander Smoked Duck with Hoisin and Red Pepper

Roasted Baby Carrot with Hummus on Pitta (V)

Mini Jacket Potato with Soured Cream and Chive (V)(GF)

Stilton Mousse with Pecan Nut (V)

Prawn with Chipotle Mayo in a Crisp Tortilla Cup

Parma Ham and Black Olive Skewer (GF)



### 🤍 Something Sweet 🤍



Chocolate Dipped Strawberries with Popping Candy (V)(GF)

Set Posset Cup (V)(GF)

Chocolate Caramel Tart (V)

Eton Mess Cup (V)(GF)

Mini Fruit Tart (Seasonal Fruits) (V)

Selection of Macaroons (V)

Chocolate Sponge with Chantilly and Coconut (V)



### 🤍 Childrens Canapés 💜



Chicken Nuggets

Mini Pizzas (V)

Mini Pigs in Blankets

Breaded Mozzarella Sticks (V)



# WEDDING BREAKFAST



Soup (seasonal flavours available) [V][GF] | £5.95

Fresh Tomato & Basil Brushetta with Balsamic Dressing [V][GFA] | £5.95

Caramelised Fennel & Orange Salad [V][GF] | £5.95

Pear & Walnut Tartlet with Rocket Salad & Balsamic Dressing [V] | £6.50

Wild Mushroom Filo Tart with Truffle Mayonnaise [V] | £6.50

Honey Roasted Goats Cheese with Rocket Salad & Caramelised Red Onion Chutney [V][GF] | £6.95

Roasted Peach & Parma Ham Salad [GF] | £7.50

Duck Mousseline Terrine with Orange Dressed Leaves [GF] | £7.50

Seafood Cocktail: Crab, Prawn & Smoked Salmon in a Marie Rose Sauce & Baby Leaf Salad [GF] | £8.50

Smoked Salmon with Atlantic Prawns, Horseradish Crème Fraîche & Lime Vinaigrette [GF] | £8.50



### WHITE MEATS

Chicken Supreme in Chef's Blend of Herbs with Red Wine Jus [GF] | £18.95

Pork Loin Chop Served with an Apple & Thyme Jus [GF] | £19.95

Turkey Breast Served with Yorkshire Pudding, Pork Chipolata & Gravy [GFA] | £19.95

### **RED MEATS**

Roasted Duck Breast with a Griottine Cherry Jus [GF] | £21.95 Slow Roasted Rib of Beef with a Red Wine Jus [GF] | £23.95 Roasted Leg of Lamb with a Minted Lamb Sauce [GF] | £23.95

### **FISH**

Herb Crusted Salmon with Sauce Vierge [GFA] | £18.95 Grilled Mackerel Fillet with Horseradish Crème Fraîche [GF] | £18.95 Roasted Cod in a Shrimp & Parsley Butter [GF] | £19.95

### **VEGETARIAN**

Roasted Vegetable Tart with Tomato Concasse [V] | £16.50
Spinach & Ricotta Ravioli Tossed in a Sage Butter [V] | £16.50
Goats Cheese & Tarragon Pithivier with Beetroot Dressing [V] | £16.50
Baked Brie & Redcurrent Tartlet Served with Caramelised Red Onion Chutney [V] | £16.50

V = Vegetarian | GF = Gluten Free | GFA = Gluten Free Available . Please inform us of any dietary requirements.





Priced at £4.50pp, additional vegetables can be added at £1.50 per dish per head.

### Choose one of the following:

Traditional Roasted Potatoes

New Potatoes

Rosemary Roasted New Potatoes

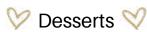
Mashed Potato

Roasted Carrot & Swede



### Choose two of the following:

Sugarsnap Peas
Petit Pois
Cauliflower Florets
French Beans
Mini Corn
Carrots
Savoy Cabbage



### Priced at £6.50pp

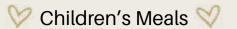
### All desserts are served with cream, ice cream or custard.

Cheesecake (various flavours available)
Handmade Chocolate Brownie with a Sharp Raspberry Coulis
Handmade Apple Pie
Berry & Biscuit Mess
Poached Merlot Pear
Cointreau Mascarpone & Dark Chocolate Smash
Blood Orange Posset
Fresh Fruit Plate



Priced at £7.50pp

Trio of Cheeses Served with a Selection of Biscuits, Garnished with Grapes & Homemade Chutney

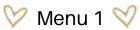


Age 3 - 11
Add a Starter & Dessert of Your Choice £13.50pp

Fish Goujons
Pork Sausages
Chicken Nuggets
Mini Pizzas (V)
Pasta in a Tomato Sauce (V)



# HOT BUFFETS



### Main £22.50pp | Additional Side Dish £2.00pp

- Roast Mediterranean Vegetable Lasagne (V)
- Aberdeenshire Scotch Beef Lasagne
- Thai Green Chicken or Sweet Potato Curry
- Chicken, Tarragon & Leek Pie

### Choose 2

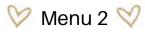
- Shoulder of Lamb Shepherd's Pie (GF)
- Steak & Guinness Pie
- Chilli Con Carne (GF)
- Chicken, Chorizo & Artichoke Pasta Bake
- Aubergine Parmigiana (V)(GF)
- Chicken, Serrano Ham & Gorgonzola Cheese in a Wild Mushroom Sauce (GF)
- Minted New Potatoes (V)(GF)
- Thai Fragrant Rice (V)

### Choose 2

- Potato Cakes (V)
- Mini Jacket Potato (V)(GF)
- Rosemary Roasted New Potatoes (V)(GF)
- Panache of Seasonal Vegetables (V)(GF)
- Garden Salad (V)(GF)

### Choose 2

- Tomato & Red Onion (with Balsamic Reduction) (V)(GF)
- Curried Rice Salad (V)
- Coleslaw Salad (V)(GF)



£13.50pp

### Included

- Bacon Rolls
- Sausage in a Roll
- Vegetarian Sausage in a Roll (V)
- with Chunky Chips or Wedges with a Set of Dips (V)



Fish & Chip Cones



# FINGER BUFFETS



### Mix & Match Menu V



£17.95pp

- Scotch Eggs
- Pork Pie
- Chicken Skewers (GF)
- Honey & Mustard Chipolatas

### Choose 7

- Bagel Bites (Various) (VA)
- Hand Made Mini Sausage Rolls
- Pizza Crostinis (V)
- Trio of Salmon Hot, Smoked, Gravalax (GF)
- Quiche (Various) (V)
- Falafel Bites (V)(GF)
- Cherry Tomato & Mozzarella Skewers (V)(GF)
- Chicken Tikka Fajita Wraps
- Coleslaw Salad (V)(GF)
- New Potato Salad (V)(GF)

### Choose 3

- Mediterranean Vegetable Cous Cous (V)
- Tomato & Mozzarella Salad (V)(GF)
- Garden Salad (V)(GF)
- Pesto Pasta Salad (V)



# 🗸 Extras Menu 🤍



### All served with appropriate condiments, pickles & crudités

£100	Whole Dressed Gammon Ham (GF)	
£100	Whole Dressed Salmon (GF)	
£100	Slow Roast Rib of Beef (GF)	
£100	Dressed Norfolk Turkey Breast (GF)	
£9.95 pp	Fresh Fish & Shellfish Platter (min. of 30 people) (GF)	
£2.50pp	Soup Cups	
£2.50pp	Chips	
£7.50 pp	Cheese Platter	
£6.50 pp	Fresh Fruit Platter (V)(GF)	
£6.95 pp	Set of Mini Desserts (min. of 30 people) (V)	





# PRICING & PACKAGES

# **ROOM HIRE RATES**

7		
LOW SEASON	Sunday - Thursday	£1,000
JANUARY	Friday	£1,250
FEBRUARY	Saturday	£1,500
November	Ceremony Hire	£500
MID SEASON	Sunday - Thursday	£1,250
MARCH	Friday	£1,500
APRIL	Saturday	£1,950
OCTOBER	Ceremony Hire	£600
	Sunday - Thursday	£1,250
<b>HIGH SEASON</b> May - September	Friday	£1,950
DECEMBER	Saturday	£2,250
	Ceremony Hire	£600

# WINTER WEDDINGS

Winter weddings can be wonderfully romantic, at our hotel there are roaring log fires which are lit upon request during the winter months making the venue warm and cosy.

Did you know that arranging a winter wedding could save you money?

We offer 10% off weddings in January, February & November.

You may also find that there are some out-of-season offers to be had on transport, honeymoons and accommodation - so you may be able to take advantage of some other wedding bargains by getting married in winter too.



"What a wonderful wedding... fantastic service, lovely food and a really warm atmosphere... perfect!" Melly

# OUR RECOMMENDED SUPPLIERS



BALLOONS

Pacific Balloons

01708 438580

www.pacificballoons.co.uk



WEDDING CAKE

Adele Bywater Cakes

07790 006945

www.adelebywatercakes.co.uk



CHAIR COVERS

J. Events

01268 411976

www.ljeventsltd.co.uk



FLOWERS

Casablanca Florist

01708 451934

www.casablancaflorist.co.uk



GYM & PERSONAL TRAINER

Weil Massett

07763 179716

www.derougemontmanor.co.uk



Scarlett Heart Weddings
01702 876090
www.scarlettheartweddings.com



LIVE ENTERTAINMENT Maggie Prince - Pianist 01268 743591



PHOTOGRAPHY
Chic Media U.K
07478 666373
www.chicmedia.co.uk



PHOTOGRAPHY
Peter Jves Photography
01277 812018
www.peterivesphotography.co.uk



TOASTMASTER

Gerry Tovell

01277 622113

www.gerrytovell.co.uk



BEAUTY
Violet's Beauty
01277 225411
www.violetsbeauty.co.uk



CARS

Arrow Vintage Cars

01268 552562

www.arrowvintagecars.co.uk



Richard Hughes
07815 018763
www.rockyentertainer.co.uk



FLOWERS
Olivia Rose
01702 826680
www.oliviasroses.com



JEWELLERS

Michael Frank Jewellers

01268 732083

www.michaelfrankjewellers.co.uk



Dan Sharpe - Singer 07730 611211 www.dansharpsings.co.uk



PHOTOBOOTH

MAD Inflatable Photobooth

07544 292656
facebook/madinflatablephotobooths



PHOTOGRAPHY
Holi Jackson Photography
07956 775251
www.holijackson.com



REGISTRY OFFICE

Brentwood Registry Office
03456 037632

www.brentwood.gov.uk



TOASTMASTER

Alan Reynolds

07814 754246

www.alanreynoldstoastmaster.co.uk

# FREQUENTLY ASKED QUESTIONS

### DO YOU HAVE A WEDDING CO-ORDINATOR?

We have a team of wedding co-ordinators who will be more than happy to help you plan your day.

### ARE THERE OTHER WEDDINGS SCHEDULED ON THE SAME DAY?

No, We have a strict 1 bride per day policy, which means we can guarantee there will be no other weddings at the hotel on your special day.

### **CANIGET READY HERE?**

If you are having your wedding reception with us then you are welcome to get ready here. However, if your bridal suite is unavailable at that time we will offer you another room and move you into your bridal suite once available.

### WHAT ARE THE TIMINGS FOR THE DAY?

All timings are arranged between you and your wedding co-ordinator, our recommended time for the wedding ceremony is 2:30/3:00pm to ensure you plenty of time to make the most of your wedding breakfast and evening celebrations.

### CAN WE JUST HAVE OUR CEREMONY HERE?

Yes, but we cannot offer a 'ceremony only' option on a Friday or Saturday in mid or high season.

### DO YOU ALLOW CONFETTI ON SITE?

We do allow confetti in allocated areas, please speak to your wedding co-ordinator for details.

### DO WE HAVE TO HAVE A SIT DOWN MEAL?

No, but a minimum spend is applicable for all weddings.

### DO YOU HAVE A HOG ROAST/BBQ?

We do offer BBQ style food which is cooked in our kitchens and served from a hot buffet. We do not offer any outside cooking for health and hygiene reasons.

### CAN I BRING MY OWN WINE, BEER OR CHAMPAGNE, IS THERE A CORKAGE FEE FOR THIS?

Sorry, we do not offer corkage. We do offer a fine set of wines & champagnes at reasonable prices.

### **CAN I USE MY OWN SUPPLIERS?**

Yes of course, however we do have a list of recommended suppliers for your convenience. Remember that these people have worked with our venue previously and can help recommend the best products/ services/lay ups etc to suit the suites at our venue.

### **CAN WE HAVE A BAND?**

Bands which do not use drums or electric drums are permitted.

### CAN WE HAVE FIREWORKS/CHINESE LANTERNS?

Fireworks/chinese lanterns are not permitted as we are surrounded by farmland.

### WHAT ARE YOUR FINISHING TIMES?

Evening functions finish at 11:00pm Sunday - Thursday and 12:30am Friday & Saturday.

### WHEN WOULD BE HAVE TO PAY YOU?

Once your deposit has been recieved, 50% of remaining balance is due six weeks before your wedding and final balance is due three weeks before your big day.

# WEDDING TERMS & CONDITIONS

### **CONFIRMATION OF BOOKING**

Provisional bookings can be made by telephone, letter, email or in person. Whilst provisional they can be confirmed by the payment of a deposit. If not confirmed within the set time frame a provisional booking will be automatically cancelled.

Bookings will be considered definite once a Deposit of £1000 has been paid.

For wedding ceremonies you will be required to organise your own Registrar for the ceremony.

### **GARDENS**

Please be aware that our gardens feature a swimming pool and sunken ponds and therefore provide a danger to children and non-swimmers. The company does not accept responsibility for anyone using the gardens.

### **PRICES**

After the deposit has been received to confirm your booking, prices quoted in writing will be adhered to. There are no charges for background music, the use of the gardens, cake stand or knife. Floral decorations, table arrangements and chair covers are not included in the prices quoted. Changing facilities are not provided, however, a bedroom may be reserved at normal rate for this reason.

### **TIMINGS**

If you wish to change timings of your function ie. Time of arrival, add time for photos ect., this can only be discussed and agreed by our events team.

### **FINISHING TIMES**

Friday & Saturday to finish at 12.30am. Sunday to Thursday 11.00pm. All non-residents must vacate the premises at the close of the function. The bar/lounge area will remain open until 1.45am for residents only, but we do request that all public areas are vacated by 2.00am. Please note the management can refuse to serve drinks at this time if they deem it necessary.

### **MENUS**

Please select a menu for your party. There is a menu available for children aged between 3-11 at £13.50 per head. The customer is responsible for the correct printing of their own menu.

### **EVENING FUNCTION BUFFETS**

Should you wish your wedding to continue into the evening an additional buffet must be served to a minimum of 80% of the total attending guests.

Please refer to our buffet menu brochure.

### **NUMBERS**

Final numbers must be received at least one week prior to the function. You will be invoiced on this final number even if numbers are subsequently reduced. The maximum capacity for a wedding breakfast is 150 guests seated. If your booking is on a Saturday evening a minimum number of 100 buffet meals will be charged in our larger suites. The total number of guests cannot exceed 250 in either suite at any one time.

### **PAYMENT**

An updated pricing schedule will be sent out based on your provisional numbers three months prior to the event. Your first interim payment must be made six weeks before. The final balance must be paid three weeks before the event.

### **CORKAGE**

It is company policy that guests are not permitted to bring their own food or drink for consumption on the premises with the exception of celebration cakes. If guests are seen to bring their own liquor they will be escorted from the premises.

# WEDDING TERMS & CONDITIONS CONTINUED

### **ENTERTAINMENT AND DISCOS**

The client is responsible for ensuring that entertainers using electrical equipment have the appropriate safety certification and also Public Liability Insurance. If the equipment is deemed to be unsafe the management reserves the right to disconnect the power supply. All entertainers must vacate the premises within 30 minutes of the end of the function. The management has the right to change its music policy at any time.

Due to the limitation of space please refrain from booking bands of more than three members. (No drums). Noise levels are monitored and must not exceed 95 decibels for the comfort of your guests and nearby residents. If entertainers fail to stay within this limit we reserve the right to disconnect the power supply.

### **EQUIPMENT AND PROPERTY**

De Rougemont Manors insurance policy does not provide cover for the loss or damage of clients or guests equipment or property which must be collected at the close of the function, including all wedding presents, and ipods etc, used for background music.

### **DAMAGE**

We have a zero tolerance on violence, therefore if any physical or verbal incidents were to occur the hotel/event manager has the authorization to remove the guest/guests and if deemed necessary close the event.

### **VIOLENCE POLICY**

Clients are responsible for any damage caused by themselves or their guests, agents or employees in any part of the hotel or grounds.

### **BEDROOMS**

Check in time is 3.00pm. We cannot guarantee access prior to this time. An early check in is available if pre-booked, subject to availability. This is a chargeable service. Check out time is 11.00am.

### **AGENTS**

Should a client enter a contract using an agent the payment of the invoice is still the responsibility of the client.

### **FUNCTION CANCELLATION POLICY**

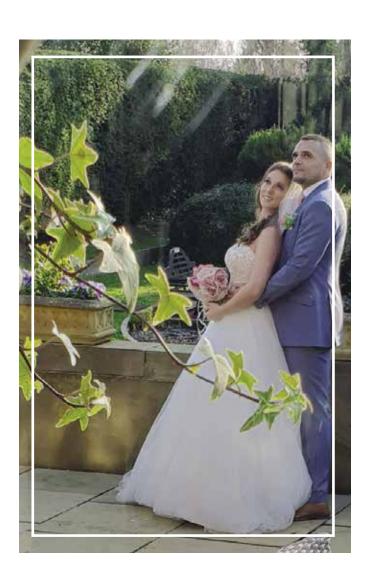
Cancellation means the loss of deposit in all cases.
This is non refundable or transferable.

Cancellation six months or more prior to the event will incur no further charges.

Cancellation between three and six months prior to the event will incur 50% of the anticipated costs.

Cancellation between one and three months prior to the event will incur 75% of the anticipated costs.

Cancellation of less than one month will incur full payment.





With thanks to...

CHIC MEDIA UK

**TOTAL STATE OF THE PROPERTY O** 

- JENNI SULLIVAN PHOTOGRAPHY

💖 1SJ PHOTOGRAPHY

DAVID DEAN PHOTOGRAPHIC











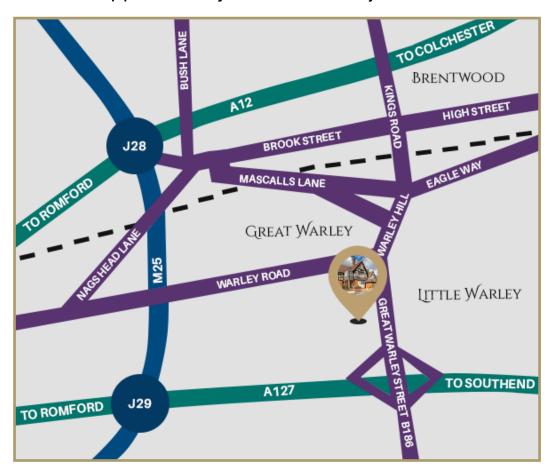
# WHERE TO FIND US

### **Directions from M25**

Take junction 29 off M25.
Take A127 towards Southend.

Leave the A127 after 100 metres and take B186 towards Great Warley. Look out for us, we are just over 1 mile up on the left hand side.

We are approximately 4 minutes from junction 29 M25.



### **Local Information**

1.3 miles from **A127** [3 mins]

2 miles from M25 [4 mins]

2.6 miles from **A12** [6 mins]

2 miles from **Brentwood Train Station** [5 mins]

4.3 miles from **Upminster Town Centre** [10 mins]

5.1 miles from Romford Town Centre [16 mins]

8.7 miles from Lakeside Shopping Centre [20 mins]

30.5 miles from **Stansted Airport** [45 mins]

19.6 miles from **Southend-On-Sea Airport** [30 mins]

Above timings are approximate, route dependant and traffic permitting.

