



Welcome to the hotel by the river

The Waveney House Hotel, Puddingmoor, Beccles, Suffolk NR34 9PL

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Congratulations on your engagement.

The Waveney House Hotel would be delighted to provide you with the wedding day of your dreams, filled with memories which you and your guests will treasure for years to come.

Our inclusive wedding package offers everything you need for your perfect day, from civil ceremonies overlooking the river Waveney, to your sit-down wedding breakfast where we can cater from 10 to 140 guests. In the evening, why not dance the night away in our spacious Waveney Suite with private Lounge Bar, which can accommodate up to 200 guests and then retire to our beautiful and comfortable accommodation.

The hotel offers 12 stunning bedrooms, including 3 Deluxe rooms and 2 Honeymoon Suites.

Both our Honeymoon suites boast an impressively large bathroom with separate shower, a super king four poster bed and a lounge area where you can relax whilst enjoying panoramic views of the river Waveney and the Broadland countryside.

Whilst our basic package is based on a minimum of 50 guests, if you are looking to have a more intimate wedding, we would be delighted to provide you with a bespoke quotation on request.

Here at the Waveney House Hotel we are confident that we can meet all your needs, so please call to arrange an appointment for a full tour of our beautiful riverside venue where one of our friendly and experienced wedding coordinators would be delighted to meet you.

The Waveney House Team



Our Basic Wedding Package

A minimum of 50 guests is required

The price includes:

- Help with planning your wedding from our experienced and friendly wedding co-ordinators
- Exclusive wedding venue - only one wedding a day
- Full access to the gardens, grounds and terrace to the River Waveney
- Full set up of tables and chairs including table linen, cloth napkins, cutlery, crockery and Glassware
- Ceremony aisle runner
- Full staffing
- Personalised food package
- Iced water per table
- Freshly brewed Tea & Coffee
- Evening Reception & Buffet

Additional options are available, these may be chosen individually or added as a full addition to your package:

- Arrival drinks following your Wedding Ceremony
- Table wine to accompany your Wedding Breakfast
- Toastmaster (Dressed in traditional attire)
- Toast Drinks
- Resident DJ
- Honeymoon Suite



Ceremony

The Waveney House Hotel is fully licensed for the solemnization of marriages and civil partnerships. Our Staithe Suite is licensed for 80 people (this includes two Registrars, Bride & Groom, Photographer/Videographer and Hotel Licence Holder) The Staithe Suite boasts stunning views overlooking the river as you take your vows. **The fee of £450.00 covers the room hire fee and use of our license. This price is not included in the package price above.**

Please note that this does not cover the official ceremony fee, these costs are separate and can be arranged with the registrar.

Our local registrars are Suffolk Registrars and are based in Lowestoft. They can be contacted on 01502 528160.

Order of the Day

We find that the below timescale works well however the ceremony can be booked for any time you wish.

- 2.00pm Ceremony
- 2.30pm Celebration Drinks, photos and receiving congratulations from your guests
- 4.00pm Service of your wedding breakfast
- 5.30pm Speeches and Toast
- 6.00pm Room turn around
- 7.00pm Evening guests start to arrive and your reception to commence
- 9.00pm Buffet service
- Midnight retreat to your Honeymoon Suite

Wedding Menu

Homemade Soup with Roll & Butter (Vegan Av, G/F, N/F)

Choose from- Tomato & Basil, Carrot & Coriander, Leek & Potato, Broccoli & Stilton, Roasted Parsnip, Spiced Curry Cauliflower.

Smooth Chicken Liver Pate with Toasted Fruit & Fennel Bread and Red Onion Jam (GF/A, N/F)

Crayfish and King Prawn Cocktail Salad with Brown Bread and Butter (G/F/A, N/F)

Sautéed Mushroom and Stilton on toast with Dressed Bitter Leaves and balsamic glaze. (G/F/A, N/F)

Chargrilled Chicken and Bacon Caesar Salad (G/F/A, N/F)

Kiln Roasted Salmon with a Lemon and Chive Crème Fraiche (G/F, N/F)

Smoked Local Duck Breast with a Roasted Plum Compote and Dressed Leaf (G/F, N/F, D/F)

Leek, Courgette and Garden Pea Risotto with Parmesan Shavings (G/F, V, Vegan Av)

Roast Sirloin of Beef with Yorkshire Pudding, Horseradish cream (N/F)

Pan Fried Chicken Breast with a choice of a Chasseur Sauce, Bacon & Brie, white Wine & Parsley (G/F, N/F)

Roast Loin of Pork with a Cider and Thyme Sauce or Pan Gravy (G/F, N/F)

Roast Lamb Chump with Redcurrant and Rosemary Jus or Minted Gravy (G/F, N/F)

Grilled Salmon Fillet with a Crayfish Salsa (G/F, N/F, D/F/A)

Baked Fillet of Cod, Herb Crust and a Pesto Cream (G/F/A)

Three Cheese Risotto with Crispy Leeks and Parmesan Shavings (G/F, Vegan Av)

Chargrilled Vegetable, Cherry Tomato, Halloumi and Rocket Tart Veggie / Vegan options

Chargrilled Aubergine, Courgette and Beef Tomato Stack finished with Baked Goats Cheese and Basil (G/F, Vegan Av)

All Served with Roast New Potatoes and a Selection of Fresh Vegetables

Traditional Crème Brûlée with Shortbread Biscuits (N/F)

Sticky Chocolate and Caramel Fudge Brownie with Ice Cream (N/F)

Baked Vanilla Cheesecake (G/F) with a choice of Salted Caramel and Chantilly Cream or White Chocolate and Raspberry with clotted cream and a chocolate pencil (N/F)

Homemade Lemon Posset with a Lemon and Lime Biscuit (N/F)

Apple and Cinnamon Crumble with Crème Anglaise (N/F)

Local Cheese's, Chutney, Biscuits, and a Waldorf Style Salad (G/F/A)

Dark Chocolate and Raspberry Cheesecake with Chocolate Ice Cream Sorbet and Raspberry Coulis (G/F, VEGAN)

Evening Reception

Whether you choose a disco or live band, both of our Suites are fully licensed.

The Waveney Suite has an evening capacity of up to 200 guests and our Staithe Suite can accommodate up to 40.

When it comes to catering, whilst we do not permit any outside caterers, we happily welcome Sweet Carts, Candy Floss & Chocolates Fountains etc.

We have created the below menu based on our most popular choices for an evening buffet. Day time guests are included in your package; however, any additional guests will be charged at £15.00 per person.

Evening Buffet

Please choose 5 from the above for your evening buffet

Any additional items will be £1.25 per person

A selection of either:

Freshly Made White and Granary Sandwiches or Wraps

Breaded Scampi & Tartare Sauce

Sausage Rolls

Chicken Bandidos (Sweet Chilli)

Chinese Vegetable Spring Rolls

Chines Duck Bon Bons

A selection of Quiches

Cheddar Cheese & Onion Flutes

Breaded Mushrooms

Mozzarella Sticks

Accommodation

MEZZANINE

Room 1	John Morse	Double room overlooking St Michael's Church. Shower over bath.
Room 2	Charles Hartley	Double room overlooking St Michael's Church. Shower over bath.

FIRST FLOOR

Room 3	St Michael's View	Large Deluxe Twin room with Easterly view overlooking St Michaels Church. Shower over bath.
Room 4	Fredericks Oakes	Superior double south facing room. Large walk-in shower (no bath)
Room 5	Stockwood Suite	Deluxe Double room both South & North facing views. Large bathroom, corner bath & separate shower.
Room 6	Crowfoot Suite	Honeymoon Suite with four poster bed. Overlooking the Waveney River. Large bathroom with separate shower.
Room 7	Le Gry's Suite	Honeymoon Suite with four poster bed. Overlooking the Waveney River. Large bathroom with separate shower.

SECOND FLOOR

Room 8	Thomas Farr	Twin room. Easterly facing with southern views, overlooking St Michael's Church. Bath with hand shower.
Room 9	William Leman	South facing double room. Bath with hand shower
Room 10	William Rede	Double room with view of the River Waveney. Bath with hand shower
Room 11	The Staithe	Double room with view of the River Waveney Shower over bath
Room 12	Brumfitt	Large Superior deluxe double room with a view of the River Waveney. Large walk-in shower (no bath)

This sheet is for you to allocate any guests that you wish to stay at the hotel.
 We can also offer a group breakfast for you and your guests the next morning.

Room	Type	Name of Guests	No of guests	Check in date	Check out date	Child beds
1	Double					
2	Double					N/A
3	Deluxe Twin					
4	Superior Double					
5	Deluxe Double					N/A
6	Suite					
7	Suite					
8	Twin					
9	Double					N/A
10	Double					N/A
11	Double					N/A
12	Superior Deluxe Double					

Please note that we do only have 3 z-beds and we do not advise anyone over 12 years old to sleep on them

£25 per bed



Welcome to the hotel and wedding venue by the river.

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Terms and Conditions

As with all Terms and Conditions, there are a lot of points which should be carefully read and understood.

1. In signing this it is understood that you have read through the hotels full terms and agree to the elements of it.
2. A non-refundable deposit of £1000.00 is required for confirmation of your booking.
3. Until we receive your deposit, your booking will be treated as provisional.
We reserve the right to sell the date if we do not receive your deposit within 14 days.
4. Any further payments made after the deposit, up to and including the final balance, will be non-refundable.
5. In the unlikely event of cancellation on your part, we regret that all deposits are non-refundable. We strongly recommend the purchase of event insurance for all weddings.
Please see www.events-insurance.co.uk for further information.
6. We reserve the right to cancel your booking in the event of any damage or destruction of the venue, by fire or any other cause beyond our control which would prevent us from fulfilling our obligation in connection with your booking. If this unfortunate situation were to occur, all deposits would be returned.
7. You are responsible for the conduct and behaviour of your guests. In the event of any damage to the venue, you would be responsible for payment. This includes any additional requirements/cleaning in the Hotel Accommodation.
8. Our Staithe Suite is licensed to perform ceremonies up to (including yourselves, Registrars, Photographer and Licence Holder) 80 guests.
It is your responsibility to book and confirm the local registrars to perform your civil ceremony before paying your deposit.
9. Outside catering and corkage is not permitted. This excludes the hire of candy carts and chocolate fountains etc.
10. If we are forced to close the business due to events out of our control or from the government i.e. a pandemic etc, your event will be moved with no charges applied. We will be in contact with you to arrange.
11. Final details for your event must be agreed at the latest six weeks before your event date.
On agreeing to final details, a pro forma can be raised, which must be paid in full four weeks before your date.
No refunds or credit will be given should your numbers decrease after full payment has been made.
Any additions/changes after your final invoice and settlement will incur an additional administration charge.
12. The hotel is licensed Monday - Sunday 11.00am - 12.00am.
The bar will close, and any entertainment must come to a finish at midnight.

We agree to the terms and conditions above and accept liability for full payment of the function and the conduct of all guests present.

Name/s _____
Date of Wedding _____
Full Address _____
Contact number _____
Email address _____
Signature 1 _____
Signature 2 _____
Date _____

On behalf of the Waveney House Hotel

Print Name _____
Signature _____
Date _____

