



# *Waveney House Hotel*

Wedding Brochure





## Welcome to the Hotel by the River

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 idyllic venue 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 2 to 120 guests.

Whether you are looking to have a more intimate wedding or have a larger guest list, 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 co-ordinators would be delighted to meet you.



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

☎ 01502 712270 @events@waveneyhousehotel.co.uk

🌐 [www.waveneyhousehotel.co.uk](http://www.waveneyhousehotel.co.uk)



## *Included for your wedding day*

Assistance 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.

Ability to bespoke your wedding to suit your requirements

Ceremony aisle runner

Full staffing

Iced water per table





# The Staithe Suite



The Waveney House Hotel is fully licensed for the solemnization of marriages and civil partnerships. Our Staithe Suite is licensed for a maximum of 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, with access to the riverside terrace.

The fee of £500.00 covers the room hire fee and use of our license. 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.

**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





# The Waveney Suite

## Private Bar & Lounge



Our Waveney Suite holds up to 120 guests for your wedding breakfast meal and up to 200 guests for your evening reception.



This beautiful, spacious room is draped in fairy lights to give your day an extra sparkle. Whether you decide on a band or DJ the Waveney Suite boasts a large stage for your evening entertainment.

Adjoined to the Waveney Suite you will have the use of the private bar and lounge area with exclusive access for you and your guests.

This area is perfect for additional entertainment such as photo booths, magicians, casino tables and much more.

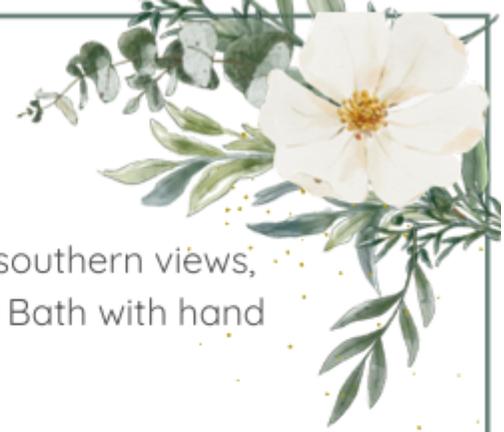


# Accommodation

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 size bed and a lounge area where you can relax whilst enjoying panoramic views of the river Waveney and the Broadland countryside.



# 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. Large walk-in shower (no bath).

### Room 4 Fredericks Oakes

Superior double south facing room. Large walk-in shower (no bath).

### Room 5 Stockwood Suite

Deluxe Super king room both South & North facing views. Large bathroom, corner bath & separate shower.

### Room 6 Crowfoot Suite

Deluxe Honeymoon Suite Overlooking the Waveney River. Large bathroom with separate shower.

### Room 7 Le Grys Suite Honeymoon Suite

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	Child Bed Allocation
1	Double					Fits 1 travel cot only	
2	Double					N/A	
3	Deluxe Twin					Fits 2 z beds	
4	Superior Double					Fits 1 z bed	
5	Deluxe Double					N/A	
6	Suite					N/A	
7	Suite					Fits 1 z bed & 1 sofa bed	
8	Twin					Fits 2 z beds'	
9	Double					N/A	
10	Double					N/A	
11	Double					N/A	
12	Superior Deluxe Double					Fits 2 z beds	

Extra Beds are charged at £25 per bed.

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



# Terms & 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](http://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 was 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.
8. Our Staithe Suite is licensed to perform ceremonies up to (including yourselves) 80 guests. It is your responsibility to book and confirm the local registrars to perform your civil ceremony.
9. Outside catering and corkage is not permitted. This excludes the hire of candy carts and chocolate fountains etc.
10. Final details for your event must be agreed at the latest six weeks before your 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.
11. The hotel is licensed Monday - Sunday 11.00AM - 12.00AM. The bar will close, and any entertainment must come to a finish at midnight.

**I 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 Event .....

Address .....

Telephone No .....

Email Address .....

Signature/s .....

Date .....

On Behalf of Waveney House Hotel: Signature ..... Date .....



WAVENEY HOUSE HOTEL  
THE HOTEL BY THE RIVER

Accommodation - Venue - Restaurant

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