



# Large Bookings/Events

(13 or more)

Details and T&Cs



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## *Our Offering*

Thank you for choosing us to help host your celebration. We want you to have a wonderful time with good food, drinks and atmosphere and would be happy to cater for and suggest the following;

28 persons sitting down for our breakfast, lunch or main menu (pre order required 72 hours in advance)

24 persons sitting down for our Afternoon Tea - £27.50 per person (our current seasonal menu including unlimited pots of tea and coffee)

50 persons for our afternoon tea buffet - £25.00 per person (minimum 20 persons and excluding tea & coffee)

For larger numbers please enquire further...

## *Terms & Conditions*

There is no hire charge, however if your booking is for 13 people or more on a Saturday day/evening or Sunday afternoon, a minimum spend of £660 will need to be reached. We have limited space upstairs and once we go above this number it affects our ability to book other customers in on all available tables. This is only limited to Saturdays and Sundays (our busiest days). For example if you were wishing to book for 16 people at £27.50 per person for Afternoon Tea your bill will total £440 (as long as no other charges were made) and you would be required to spend or pay an additional £220 to reach the minimum spend.

Upon booking we will collect credit/debit card details to hold in our secure system. If you make any amendments up to 72 hours prior to your reservation no charge is taken. After this time, should you wish to reduce numbers or change requirements a charge of £10 per person may be made to any reductions or changes i.e. if you are a party of 16 and 2 of your party couldn't attend but 14 still do, then £20 would be chargeable up to 72 hours before your booking. If you cancel entirely at least a week prior to your event, no charge is made, if however you cancel without giving us 1 week's notice you will be charged the entire £600 minimum spend.

A maximum of 5 card payments to pay the final bill is requested. You are welcome to pay in cash also.

Table decorations are welcome; balloons, signage etc but we ask no confetti or similar please and that nothing is placed on our walls or blocking any pathways for the staff. Please take all decorations with you when you leave. If any decorations are left we may impose a £20 charge. Please note we can only allow a maximum of 10 minutes prior to your booking time for 1 or 2 people to arrive and arrange decorations.

Please notify us of any dietary requirements upon booking and up until 72 hours prior to your booking.

Late Arrivals: In order to assist the flow of our bookings, please note we may begin to bring your pre ordered food to the table 15 minutes after your booked time, even if your entire party has not arrived.

A discretionary 10% service charge for parties of 10 or more will be added to your final bill, reflective of catering for a large group.

## *Menus*

Our Afternoon Tea menu (£27.50 per person) can be found on our website [www.thelanedeaal.co.uk](http://www.thelanedeaal.co.uk) and this is also what we serve buffet style (£25.00 per person) but excluding the unlimited tea and coffee and a minimum of 20 persons is required. We offer dietary variations such as vegetarian, vegan, gluten free or children's options, these all need to be specified at least 72 hours in advance.

Our breakfast, lunch or main menu can be offered during the times these are served and a pre order of these items would be required at least 72 hours prior to your booking. All allergies and dietary requirements should be indicated on this pre order please.

To enhance your event, why not use one of our suggested businesses

## *The Cake*

Ok, we are biased but 'The Lane Bakery' ([www.thelanebakery.co.uk](http://www.thelanebakery.co.uk)) offers amazing bespoke and celebratory cakes. You can place your order directly with them, specifying you're having your event with us (including day and time) and they can make arrangements with us to have the cake here waiting for your arrival. Please contact the team on 01304 447877.

## *The Decor*

Lady Penelope's Florist offer beautiful floral arrangements to decorate and personalise your event. Please contact Chloe on 01227 780800/[www.lady-penelopes.co.uk](http://www.lady-penelopes.co.uk)

'Boards by Jess' do all of our illustrative writing and window displays and offer bespoke hand painted boards and table plans to help your event stand out. Please contact Jess on [enquiries@boardsbyjess.com](mailto:enquiries@boardsbyjess.com). Website : [/linkpop.com/boardbyjess](http://linkpop.com/boardbyjess)

'Honoured Events' can offer bespoke props, balloons and decor for your special occasion. Please contact Nicole on 07791302926/[events@honoured.info](mailto:events@honoured.info).