

*A new chapter in your love story*



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**BROOK HALL**

CHILDER THORNTON

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BROOK HALL HOTEL 0151 339 9350

# Love at First Sight

Thank you for booking your wedding at Brook Hall Hotel. Our specialist inhouse wedding team will work with you every step of the way to ensure your day is absolutely perfect and just as you imagined.

Our Wedding Team are happy to make recommendations, share contacts and help you plan your day.

Built as a private residence in 1860, Brook Hall was privileged to uphold the order of the Franciscan Monks in 1968. Their chapel is now one of the hotel's function suites

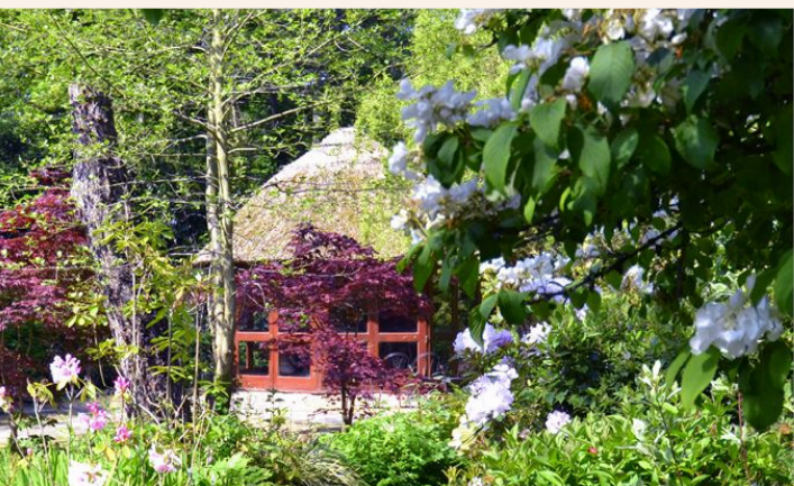
Brook Hall opened its doors as a boutique Hotel in 1983. Through the country-lanes, Brook Hall sits behind a fountain and blossom trees an exclusive and luxurious wedding and events venue, that boasts a number of sensational options for your wedding ceremony and reception.

Set in six acres of magnificent gardens, overlooking the Cheshire countryside, the stunning manor house has a mystical romance that sets the scene for your magical day.



Having undergone renovations over recent years, Brook Hall are able to provide a classic yet contemporary backdrop for any special occasion. From small, intimate winter weddings through to large summer celebrations for 160 guests for the wedding breakfast and 300 guests for the evening reception, the Manor can be exclusively yours to invite friends, family and enjoy all that the Manor has to offer.

Centrally located Brook Hall Hotel is easily accessed from Liverpool, Manchester and Chester.





# What happens next?

## Wedding Pack

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After your first consultation you have secured your date and had an in-depth discussion with our wedding team. You have been given your wedding pack, receipt, contract and wedding events form (to be completed ahead of the wedding).

Brook Hall will block off all bedrooms for you to allocate to your guests. You have the exciting opportunity for full exclusivity of the venue (up to 3 months prior to your wedding day).

## Hire an Officiant

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If you require a registrar here are the details for local council, Chester Register Office, Goldsmith House Chester. CH1 2BG, Tel No: 0300 123 7037. They are open Monday, Tuesday, Wednesday, Thursday and Friday (08.45am-4.45pm) and Saturday (by appointment only). Visit: [cheshirewestandchester.gov.uk](http://cheshirewestandchester.gov.uk)

Please ensure that the time of the ceremony is agreed and approved by Brook Hall Hotel.

## Ceremony

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With many options to make your day perfect for you the decision is yours. Would you like your ceremony outdoors in the grounds of Brook Hall (weather permitting) or in our Chapel (up to 60 guests), or in our Kensington suite (up to 200 guests) Alternatively, you can arrange a traditional Church wedding with a local church



# What happens next?

## Save the date

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Start making your guest list and then make sure you send out your 'Save the Dates' so your guests can get your important date in the diary.

We recommend sending your wedding invitations 8 months prior to your wedding date.

## Consultation 2

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A second meeting to go through all details of your now completed wedding events form. We should be around 6 months away from the big day now and we will require a 50% payment before or during this consult. (as per the contract)

## Accommodation

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3 months prior to your wedding is the time to allocate the rooms for your guests. You can contact our guest services to do this: 0151 339 9350  
If you are not taking exclusivity of the venue we will now release the unallocated reserved rooms.

## Seating Plan

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Will you have a top table or a sweetheart table? Seating plans take lots of planning. Tables of 6 to 8 can be seated comfortably, however, be mindful of accessibility for prams and wheelchairs and if you have children attending your big day.

## Music

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All ceremony music needs to be finalised and access granted to playlists you may have created.







## Consultation 3

### Menu Tasting

Its time to think about your Wedding breakfast. Do you want an a-la-carte fine dining feel, traditional pie and mash or a relaxed buffet? Brook Hall, can cater for any requests and all dietary requirements.

A bespoke, tailor made menu will be created especially for you. Your menu tasting can be booked in for you to decide.

This meeting/tasting should take place approximately 2 months before your wedding date. We now require 75% of your balance to paid before or during this meeting.

## Consultation 4

### Final Consult

The final consult ahead of your wedding day. This will be no later than two weeks before your wedding. Our Operations Manager will go through the whole day. Your best man and or, usher and maid of honor should attend if they can, as they are an integral part of your big day.

We will run through the Wedding events form for the final time and all finer details will be addressed and tweaked if necessary.

There will be one last run through of the order of service with all timings, external suppliers, completed menu selection, guest reservations and music selections. All details will be revisited

The form will be signed by you and the Operations Manager to ensure all parties are in agreement of how the day will run.

There will be no amendments accepted after this point.

The remaining balance is required 4 weeks prior to the wedding date and the balance should have been paid in full by this meeting



# Enjoy the Day!

Almost there, everything is organised and in hand.

All that's left is to say....I DO.

Happy  
marriages  
begin when we  
marry the ones  
we love, and  
they blossom  
when we love  
the ones we  
marry

