



# HAZELDENE HOTEL

GRETNA GREEN || DUMFRIESSHIRE || SCOTLAND || DG16 5EA  
TEL 01461 338292 || FAX 01461 338776

## HAZELDENE HOTEL WEDDING BOOKING FORM

### BOOKING PROCEDURES

- PLEASE CONTACT THE HOTEL BY PHONE TO CHECK AVAILABILITY AND PROVISIONALLY BOOK THE DATE YOU REQUIRE
- COMPLETE THE BOOKING FORM
- READ THE TERMS AND CONDITIONS ENCLOSED, YOUR SIGNATURE ON THE BOOKING FORM WILL NOTE YOUR ACCEPTANCE OF THE T & C'S.
- PLEASE RETURN THIS BOOKING FORM WITH THE APPROPRIATE DEPOSIT.

NAME OF BRIDE/PARTNER .....

NAME OF GROOM/PARTNER .....

ADDRESS FOR CORRESPONDENCE .....

.....

..... POSTCODE .....

CONTACT NUMBER .....

EMAIL ADDRESS .....

DATE OF CEREMONY ..... TIME OF CEREMONY .....

FUNCTION ROOM REQUIRED ANVIL LOUNGE  ROWAN SUITE  PLEASE TICK

TIME OF WEDDING MEAL (WE RECOMMEND 2 HOURS FROM TIME OF WEDDING) .....

NUMBER OF GUESTS ADULTS ..... CHILDREN ..... INFANTS .....  
INCLUDING YOURSELVES UNDER 12 YEARS UNDER 5 YEARS

HOW MANY HIGH CHAIRS ARE REQUIRED? .....

IS A CAKE STAND REQUIRED? YES/NO ROUND  SQUARE

PLEASE SELECT MENU YOU REQUIRE WEDDING MENU  BUFFET MENU  BOTH   
PLEASE TICK

### WEDDING MENU CHOICES FOR YOUR GUESTS TO CHOOSE FROM:

STARTER 1 .....

STARTER 2 .....

STARTER 3 .....

MAIN COURSE 1 .....

MAIN COURSE 2 .....

MAIN COURSE 3 .....

DESSERT 1 .....

DESSERT 2 .....

DESSERT 3 .....

YOUR GUESTS WILL CHOOSE FROM THE ABOVE OPTIONS, WE REQUIRE CONFIRMATION OF YOUR GUESTS CHOICES 2 WEEKS PRIOR TO THE WEDDING DATE WITH FULL PAYMENT.

BUFFET CHOICE      1 O   2 O   3 O   4 O   PLEASE TICK

ADDITIONAL BUFFET ITEMS – (IF REQUIRED AND PRICED ACCORDINGLY) .....  
.....  
.....

TIME OF BUFFET .....

DRINKS PACKAGE      A O =      B O =      C O =      PLEASE STATE HOW MANY OF EACH

SOFT DRINKS      D O =      E O =      PLEASE STATE HOW MANY OF EACH

TABLE WATER      YES/NO      IF YES HOW MANY BOTTLES: STILL =      SPARKLING =

DO YOU REQUIRE A COPY OF OUR WINE LIST? YES/NO

DEPOSIT REQUIREMENTS

TO SECURE A BOOKING WE REQUIRE THE FOLLOWING DEPOSITS:

WEDDING MEAL OR BUFFET      = £5.00      PER PERSON

DRINKS PACKAGE      = £2.50      PER PERSON

ACCOMMODATION      = £20.00      PER ROOM PER NIGHT

PLEASE NOTE DEPOSITS ARE NON-REFUNDABLE IN ALL CIRCUMSTANCES

PLEASE SEE ACCOMMODATION BOOKING FORM

CHEQUE ENCLOSED FOR £ .....

ALTERNATIVELY PLEASE CHARGE £ ..... TO THE FOLLOWING:

CREDIT/DEBIT CARD NO\* .....  
(\*NOT VISA ELECTRON)

START DATE ..... EXPIRY DATE .....

ISSUE NUMBER ..... (SWITCH AND MAESTRO ONLY)

SECURITY NUMBER ..... (LAST 3 DIGITS ON SIGNATURE STRIP)

DOES THIS CARD CORRESPOND WITH THE ADDRESS GIVEN? YES/NO

SPECIAL REQUESTS? .....  
.....  
.....

WE HAVE READ AND AGREE WITH THE TERMS AND CONDITIONS:

SIGNED: .....

BRIDE/PARTNER

SIGNED: .....

GROOM/PARTNER

DATE OF SIGNATURE .....