

PLANNING YOUR  
WEDDING



THAINSTONE  
HOUSE

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THAINSTONE  
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CEREMONY  
- AND -  
RECEPTION ROOMS

THE BALLROOM

CEREMONY - 150 GUESTS

MEAL - 150 GUESTS

EVENING RECEPTION - 180 GUESTS

MIDWEEK - £500

WEEKEND - £750

THE GREEN LADY  
RESTAURANT

CEREMONY - 90 GUESTS

£1,000

THE DRAWING ROOM

CEREMONY - 40 GUESTS

MEAL - 25 GUESTS

£500

ON THE LAWN\*

CEREMONY - 180 GUESTS

£500

\*A ceremony on the lawn is dependent on the fine Scottish elements!  
We'll therefore ask you to choose a room inside the house too  
when making your initial arrangements

DOG FRIENDLY CEREMONIES AVAILABLE

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# WEDDING PACKAGES

Our wedding packages are created with you in mind. They've evolved over the last few years as a result of happy couples telling us about the most important elements of their day, so let us know what else you need to make your day your own.

## THISTLE

- Wedding Coordinator to support you throughout your arrangements at the hotel.
- Pre-wedding menu tasting for two
- Glass of sparkling wine on arrival
- Three course set wedding breakfast
- Two glasses of red, white or rosé wine pre-selected by our wine sommelier
- Toast glass of sparkling wine
- Silver cake stand and knife
- Evening buffet from the selector
- Toastmaster services
- White chair covers
- Printed menus and table plan
- Bridal suite reserved for your wedding night inclusive of breakfast

MONDAY - FRIDAY

FROM **£78**

SATURDAY & SUNDAY

FROM **£90**

Each package is a fully inclusive wedding experience priced per person.

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# WEDDING PACKAGES

Our Tweed package is something special.  
Treat your guests to more choice and celebrate with Prosecco.

## TWEED

- Wedding Coordinator to support you throughout your arrangements at the hotel
- Pre-wedding menu tasting for two
- 2 x celebration glass of Prosecco
- Choice of four canapés from the selector
- Three-course wedding breakfast with choice menu
- Half bottle of red, white or rosé wine, pre-selected by our wine sommelier
- Toast glass of Prosecco
- Silver cake stand and knife
- Evening buffet from selector
- Toastmaster services
- White chair covers
- Printed menus and table plan
- Bridal suite reserved for your wedding night inclusive of breakfast

Celebrate your first anniversary with a stay

MONDAY TO FRIDAY

FROM **£101**

SATURDAY & SUNDAY

FROM **£115**

Each package is a fully inclusive wedding experience priced per person.

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## ACCOMMODATION

Thainstone House offers 48 stylish guestrooms, including some which are dog friendly. Room types consist of double, king and twin standard, king and twin executive and one suite. Due to the history of the building every room is different in size and shape, yet all are finished to the same high standard. The rooms are decorated with neutral, stylish colours and soft furnishings that have a modern Scottish twist.

Discounted accommodation rates will be available for your wedding guests to use, by booking direct with the hotel.

All bedroom prices are based on two adults sharing. Children under the age of 3 stay complimentary with breakfast, children aged 3 to 12 years are £15 inclusive of breakfast when sharing their parents' room.

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# FREQUENTLY ASKED QUESTIONS

## Ceremonies

We welcome religious, civil or humanist ceremonies. Please note that our ceremony hire does not include the officiant and this must be organised directly between client and officiant.

## Dietary requirements

If you have any guests with special dietary requirements, please inform us one week prior to your big day.

## External caterers

All catering must be done by our talented chefs, who will be delighted to provide memorable meals on your big day.

## Menu tasting

We want to ensure each dish is just as you had imagined, so our chefs will be more than happy to offer a complimentary three course menu tasting for the bride & groom. We will be in touch with you 6 months prior to your wedding to organise this. We offer tastings Tuesday to Friday, 12 – 5pm, subject to availability.

## Corkage

We do not offer a corkage service. We do have an extensive wine list available so please ask our team for further details. If you have a specific wine in mind, please let us know and we will try our best to source it.

## Access for set-up

Suppliers will have access from 8am on the morning of the wedding to begin set up.

## Cake

Thainstone House cannot take responsibility for setting up your wedding cake so we ask that this is delivered on the morning of the wedding and is set up by the supplier or a member of the wedding party.

## Music

If your ceremony is being held in the ballroom, we have a speaker which you can connect to via the headphone socket. This speaker however does not cover the Green Lady or lawn. Should you wish to hold your ceremony outside (weather permitting) you may wish to consider providing an outside PA system via an external supplier. In both cases we ask that a supplier or one of your guests is responsible for controlling the music.

## Fireworks

Fireworks make for a fantastic finish, but please do let us know your plans in advance as we need to make our neighbours aware. Fireworks must finish by 10pm.

## Resident late-night bar

If your guests are staying over at the hotel on the night of your wedding, we offer a late-night bar where guests charge drinks to their bedrooms. In order to do this, we require a pre-authorisation on their credit/debit card, so please ask our Reception Team on check in.

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## TERMS AND CONDITIONS

The prices in this brochure are valid until the 31st December 2022 and are inclusive of VAT at the current rate.

We reserve the right to apply an increase to these prices, without prior notification and in the event of unexpected (and rare) events.

If booking your wedding beyond 2022 you should expect that these prices will be subject to a 5% increase.

### RESTRICTED DATES

There are certain dates in the year e.g. Christmas Day, Hogmanay and New Year's Day that will be subject to a minimum spend per person which may be above the wedding package prices on food and drink. If you are interested on planning your big day on any of these dates then please ask for details.

### DIETARY REQUIREMENTS

Please inform a member of our team before ordering if you or any of your guests have a food allergy or intolerance. Although great care is taken, we cannot guarantee that food produced and served at Thainstone House does not contain traces of other food products.

### WEDDING PACKAGES

Every wedding reception at Thainstone House includes reception drinks, wedding meal, drinks package and an evening buffet. Thainstone House reserves the right to charge room hire, surcharge or a service fee if any of these elements of a wedding reception is not required. Please ask for full details.

### WEDDING COORDINATOR

Our wedding coordinator will contact you to arrange a meeting approximately eight to 12 weeks prior to the wedding day to discuss your final details. After this meeting Thainstone House will provide a final cost for your wedding, the balance being due in full 28 days prior to your wedding date.

### MINIMUM NUMBERS

Weddings can take place at Thainstone House on any day of the week. Minimum numbers apply based on adults attending the wedding meal. If guest numbers fall below, then a surcharge of the number of adults below the minimum number applies on your menu, drinks package and evening buffet.

Minimum numbers:

October - May: Sunday to Thursday - 40 (adults)

October - May: Friday & Saturday - 60 (adults)

June - September: Sunday to Thursday - 60 (adults)

June - September: Friday & Saturday - 80 (adults)

### DAMAGE

You are responsible for any loss or damage to the premises or building of Thainstone House caused by your wedding party.

### GIFTS

Thainstone House is not responsible for any loss, damage or storing of wedding gifts. You are responsible for the movement and storage of any gifts and for ensuring that they are taken with you at the end of your wedding.

### FOOD AND BEVERAGE

No food products or alcohol may be brought onto the premises and consumed by you or your guests without the agreement of Thainstone House.

### PROVISIONAL BOOKINGS

You can make a provisional booking, which will be held for 14 days to allow you to coordinate other arrangements. If the provisional booking remains unconfirmed after 14 days we will automatically release the booking.

### CONFIRMATION AND DEPOSITS

When you wish to confirm your date, you will be issued with our wedding contract which details full booking terms and conditions, this must be signed and returned along with your deposit payment. We will require a non-refundable deposit of £1500 accompanied by your completed wedding contract. We regret that we are unable to hold a date if the full deposit is not paid in full.

We then require £1,500 9 months out, 50% 6 months prior and 100% full payment made 28 days prior.

### ACCOUNT PAYMENT

A pro-forma invoice for the cost of your wedding, based on your final numbers, will be prepared and sent out to you after your final wedding arrangements meeting with our wedding coordinator. The remaining balance, minus your deposits is payable 28 days before the wedding date. This will be the minimum number of guests charged for. Any additional costs accrued will be calculated on the day of your wedding and the account is payable on departure. Interest on overdue accounts will accrue at the rate of 3% above the Bank of Scotland base rate from the date the account is due.

### CANCELLATION POLICY

A cancellation must be confirmed in writing by recorded delivery by the booking party only (the person/s that completed the booking form).

In the event of a wedding date change, cancellation charges will be applied from the original date booked. As weddings are booked many months, and often years in advance, if you cancel at short notice it is very unlikely that we will be able to take a replacement wedding booking.

In such circumstances the following cancellation charges will apply;

**From date of booking:** Loss of the non-refundable deposit paid (£1,500).

**Within nine months:** Loss of deposits paid or 50% of total estimated value, whichever is greater.

**Within six months:** Loss of deposits or 75% of total estimated value, whichever is greater.

**Within three months:** Loss of deposits or 100% of total estimated value, whichever is greater value.

We recommend you take out personal wedding insurance at time of booking your wedding.



By opting to pay a service charge you're helping us build our "Fair Fund". This is given back to our whole team, and is available for team members' personal development opportunities.

# THAINSTONE HOUSE

# CONTACT

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