



Weddings

at
Holiday Inn London-Bexley



Holiday Inn London-Bexley
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Congratulations!

Weddings are one of the most exciting and special events in a couple's life; we are delighted that you are considering us as a venue.

Our talented and dedicated coordinators are ready to help you through your wedding journey. From your first visit to the day itself, we will work alongside you and lend our expertise to help create your dream day.

This brochure includes further information on our hotel and our pre-made wedding packages. All of our packages can have items added to create your perfect day. Our team can help to build a customised package just for you!

Whether you are looking to host your whole day, including your ceremony, or just your evening reception, we are happy to help you through your options and connect you to any suppliers you may need for those finishing touches.

Whatever your style of celebration, traditional, casual, themed, or intimate, we're here to bring your vision to life.



Licensed
Wedding
Venue

180 Parking
Spaces

Up to 90
Day
Guests

Up to 250
Evening
Guests

Exclusive
Accommodation
Rates

Private event
hire.

Outdoor space
for photos

The Black Prince Suite

The Black Prince Suite is our largest room. Perfect for ceremonies and evening receptions. With a maximum seated capacity of 80 guests and a standing capacity of 120, this suite could be where your dreams come true!

The Edwards Suite

The Edwards Suite is our lightest and brightest function room, benefiting from natural daylight and garden views; it makes the perfect wedding breakfast room. This space can seat up to 60 guests and hold a reception for up to 100 but also lends itself well to more intimate gatherings.

Both rooms lead into our Breakout Area, allowing ample space for your guests to mingle with arrival drinks and canapes; while having direct access to our hotel gardens.

Ceremonies

The Black Prince and The Edwards Suites are both licensed for civil weddings and civil partnerships to take place. A marriage can take place in the Hotel any day of the week between 8 am and 6 pm, but we cannot host religious ceremonies on site.

Please visit www.akentishceremony.com for further information on the type of services we hold.



The entire Academy is hired privately for your Wedding Day with a separate function bar for you and your guests to use. You will still have full access to our open-planned bar and lounge.

We recommend arranging a show round with your coordinator to discuss your requirements while showing you everything the venue has to offer.



@holidayinnlondonbexley



Our Packages...

The King Package

Based on 50 Day Guests and 80 Evening Guests

Our most all-inclusive package with everything you could need to make memories, from food to decorations, this package is sure to provide a royal experience.



A dedicated Wedding Coordinator
Academy room hire
Red carpet aisle
White tablecloths & linen napkins

Premium arrival drink
Canapés - Three canapes per guest
Delicious three course wedding meal
Selection of house wine on the tables
Prosecco toasting drink
After dinner tea & coffee and mints

In house DJ and disco until midnight
Evening Party Buffet - Choose 6 Items from a selection
Private staffed function Bar
Use of our cake base mirror plate, cake knife, and easel
Venue decoration* (Please see the following page)

Complimentary accommodation for the Bride and Groom on the wedding night
Exclusive bed & breakfast rates for your guests



The King Package - Inclusive Decorations

Our most all-inclusive package with everything you could need to make memories, from food to decorations, this package is sure to provide a royal experience.

Based on one top table
and up to 5 guest tables

Fresh or silk flower centerpieces
Top table flower arrangement
Chair covers and sashes
Two starlit LED backdrops
Top and cake table swagging
Flower wall
Dressed moongate arch
Two flower pedestals or bay trees
Aisle Petals and lanterns
HM wedding post box

We will connect you with our
inhouse florist to discuss all of your
decoration in more detail.



The Prince Package

Based on 50 Day Guests &
80 Evening Guests

All your wedding day must haves in one package.



A dedicated Wedding Coordinator
Academy room hire including Ceremony
Red carpet aisle
White tablecloths & linen napkins
Use of mirrored cake base and knife

An arrival drink for all guests
Delicious three-course wedding meal
Two glasses of wine per person with dinner
After dinner tea and coffee

Evening party buffet - Choose 6 Items from a selection
Private staffed function Bar
DJ and disco including dance floor
Midnight event finish

Complimentary accommodation for the Bride and
Groom

Exclusive bed & breakfast rates for your guests



The Duchess Package

Based on 50 Day Guests &
50 Evening Guests

A chance to build your day, your way,
we cover the basics, and you can choose any special
extras you need to personalise your occasion.



A dedicated Wedding Coordinator
Academy room hire including Ceremony
Red carpet aisle
White tablecloths & linen napkins
Use of mirrored cake base and knife

Delicious two course wedding meal
One glass of house wine to accompany dinner
Evening party buffet - Choose 6 Items from a selection

Private staffed function Bar
Midnight event finish
Complimentary accommodation for the Bride and
Groom
Exclusive bed & breakfast rates for your guests





The Twilight Package

Based on 80 Guests

Perfect for couples seeking an intimate and romantic celebration, our Twilight Wedding Package is designed for late-afternoon or early-evening ceremonies, or a wedding reception party. Ideal for smaller gatherings and couples who want a memorable celebration without a full-day commitment.



A dedicated Wedding Coordinator
Academy room hire including Ceremony
Red carpet
White tablecloths & linen napkins
Use of mirrored cake base and knife

An arrival drink for all guests
Evening party buffet - Choose 6 Items from a selection
Private staffed function Bar
DJ and disco including dance floor

Midnight event finish
Complimentary accommodation for the Bride and
Groom
Exclusive bed & breakfast rates for your guests



Catering and drinks

Start with a Tipple!

We offer a range of welcome drink options from the classic Buck's Fizz to the Summer favourite Pimms and lemonade, but no matter your choice, we will welcome your guests in style! With every selection, we will include a soft drink option for children and non-drinkers so everyone is covered. Our packages include a private bar for your guests to purchase their own drinks. If you would like to do a pre-paid bar, please speak to one of our coordinators to discuss your options.

The Wedding Breakfast

Our packages incorporate a traditional plated two-course or three-course meal, including various meals sure to appeal to you and your guests. You can offer your guests a choice of two starters, three mains, and two desserts or a set menu for all.

We also offer some wonderful casual dining options including hot fork buffets, wedding carvery, and dessert tables so you can customise your catering to suit you. Our talented Chef team can cater to all dietary or allergen requirements, but please ensure these are communicated to your coordinator as soon as possible so we can advise on any dishes that are unsuitable or need changes.

Your Reception

Our classic party buffet offers a large selection of party food favourites. With a choice of six items and a list of additional platters and bowls, there's definitely something everyone will enjoy. You can make your buffet fuller by increasing it to an eight-item selection for even more variety!



Please note, our menus are provided in addition to this brochure along with the package price list.

Added extras

All of our packages can have additional guests added to either the whole day or just the evening, please see the price list for additional adult/children prices.

We have a list of added extras to help make your wedding sparkle, if you think of an idea that we haven't then please be sure to ask and we can help can make it happen!

Arrival drink	Aisle silk flower petals
Premium arrival drink	Private breakfast
Canapes (3 item/5 items)	Drinks tokens/tickets
After dinner tea/coffee	Children's activity room
Prosecco toasting drink	1 am extension
Champagne toasting drink	LED Starlit backdrops

We also have a list of talented trusted suppliers who can provide everything you need for your day from your bouquet, wedding cake, photography, photo booths and more, we have someone to recommend!



Frequently Asked Questions

Can guests park at the hotel? - Yes, parking is free for anyone that attends your wedding but everyone does need to register their vehicles at the reception. If guests are staying overnight or leaving their cars, there is an overnight fee. Please check with your coordinator to see if parking is included in certain bedroom rates.

Can we have external catering? - We do not allow for external catering at the hotel due to health and safety regulations. However, if you are looking for a particular catering style or cuisine please speak to the team to see if we can accommodate you!

We do allow for cakes, sweet carts, chocolate fountains, etc to be supplied externally for your day.

Can we bring our own alcohol? - No, but we do have a fully stocked bar with a varied range of products for you!

Can we use our own suppliers? - Absolutely! We do require that all suppliers provide public liability insurance before the event. If they use any electrical equipment they must be able to supply PAT testing certificates.

Do I have to get married at the venue? - Only if you want to! We are a fully licensed venue but are happy for you to have your ceremony off-site and come back to us for the reception, whether you have a full meal or just a party!

Terms and Conditions

1. Numbers booked

Provisional numbers will be asked for/pre-stated at the time of booking and the hotel reserves the right to stipulate a minimum number to be charged for the event. Final numbers must be confirmed 4 weeks prior to the event and, subject to a minimum number; this will be the number to derive charges.

2. Payment

- A non-refundable deposit of £600.00 is due at time of booking to hold the date.
- The initial non-refundable payment of £600 can only be accepted if paid by a debit/credit card in order to secure your booking.
- Credit card details are required to reserve the booking and will be taken at the time of reservation in case of any additional extras on the account due to be settled on departure.

The Payment schedule must be met as follows:

- 12months Prior—£600 to be paid towards your final balance
- 6 months Prior—£1000 to be paid towards your final remaining balance
- 3 months prior— 50% of your final remaining balance to be paid
- 1 month prior— Full and final payment required

3. Cancellation by the Customer

- Should you cancel your booking a charge must be made equivalent to any loss suffered by the hotel. Costs incurred for any equipment hired by the hotel on your behalf will be added to any cancellation fee. The initial deposit payment is non-refundable.
- All payments made according to or outside of the payment plan are non-returnable but may be transferred (less the initial deposit)
- The following percentages of the total amount pre-booked will be charged:
 - 6 - 12 months = 50% of the total charge.
 - Within 6 months = 100% of total charge.

4. Cancellation by the Hotel

The hotel may cancel the booking at any time and without any obligation to you in any of the following circumstances:

- If the hotel or any part of it is closed due to fire, alteration or re-decoration, by order of any public authority, or through any reason beyond the hotel's control.
- If you are more than 30 days in arrears with payment to the hotel or the Company for previously supplied services.
- If the event may, in the hotel Manager's reasonable opinion, prejudice the reputation of the hotel.

5. Liabilities

- Please safeguard your property. The hotel will not accept any liability loss or damage to property of death or illness of or injury to persons unless caused by the hotel's negligence.
- Unless the hotel is liable as referred to in (a), you will indemnify the hotel from and against any and all liability for loss or damage to property arising there from as a result of the event.
- Any equipment hired for your function from an external supplier remains your responsibility for your event. If any items are lost or damaged there may be charges applied to replace the items. Items are left on the property before/after the event at your own risk.
- The Hirer shall be held responsible for the total cost of making good damage done to the premises, furniture, fittings or apparatus, or for the replacement of any articles that may be stolen, broken or damaged by the hirer or their guests during the period of occupation. Recorded CCTV is in operation at the Venue.
- If you are hiring in outside entertainment please be aware that they need to send in copies of Public Liability Insurance certificates & PAT Test Certificate for all equipment.
- Please ensure only bio degradable confetti is used on the hotel grounds.



H *Holiday Inn*
AN IHG® HOTEL

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www.holidayinn.com/londonbexley

Scan the below QR for more:

