



Planning your Special Day

A stunning fusion of old and new, Actons Hotel is a beautiful place to celebrate your wedding day and the perfect setting to create memories that last forever.

Our Management Team have many years' experience of organising, planning and delivering a successful wedding service. It is with this wealth of experience that we offer you our services outlined in this brochure. Our advice, care and consultancy will ensure that you enjoy your Wedding day to the full, confident that your arrangements will be carried out with individual attention and personal service.

Whether you are looking for an intimate wedding for family and friends or a luxurious grand scale celebration, we will work closely with you both to create a bespoke day like no other.

Our reputation for excellent food and friendly service are second to none. With high standards and attention to detail we will ensure you, your family and your friends have a truly memorable day and will compliment you for years to come.

This Wedding Brochure gives details of available menus, packages and all the information you will need to plan your wedding here with us.

As your wedding is your own individual celebration we will be also very happy to tailor a package to your dream requirements.

Tomas Wrixon
General Manager

Package: You & Me Forever By The Sea

- Welcome Reception to include; Orange Juice, Tea & Coffee, homemade biscuits plus a choice of a Mojito or a refreshing Woo Woo cocktail, with a celebratory glass of Prosecco. Should you wish to choose Champagne, Wine or Open Bar this will be charged by consumption
- Choice of three Canapés for up to 75 guests (served during welcome reception)
- Fairy Light Backdrop
- Ice-cream bike, inclusive of server and 3 flavours of ice cream topped with sprinkles
- Five Course Wedding Meal from enclosed Á La Carte Menu Options
- Half Bottle of House Wine per person (served during the meal only)
- Choose any two options from the late night suppers plus a selection of sandwiches/wraps for up to 75 guests including Tea/Coffee
- Bar Extension until 2:00am
- Glass of bubbles for all your guests as a toast to the newlyweds.
- Sandwiches at 2:30am in Residents Bar
- Complimentary day after BBQ for 50 guests (minimum number of 120)

€65.00 Per Person

Package: Let your Dreams Set Sail

- Welcome Reception to include; Orange Juice, Tea & Coffee, homemade biscuits plus a choice of a Mojito or a refreshing Woo Woo cocktail, with a celebratory glass of Prosecco. Should you wish to choose Champagne, Wine or Open Bar this will be charged by consumption
- Choice of three Canapés for up to 75 guests (served during welcome reception)
- Fairy Light Backdrop
- Ice-cream bike, inclusive of server and 3 flavours of ice cream
- Five Course Wedding Meal from enclosed A La Carte Menu Options
- Half Bottle of House Wine per person (served during the meal only)
- Choose any two options from the late night suppers plus a selection of sandwiches/wraps for up to 75 guest including Tea/Coffee
- Bar Extension until 2:00am
- Sandwiches at 2:30am in Residents Bar

€60.00 Per Person

Both packages above include:

*APPETISERS – choice of two
SOUPS or SORBET – choose one
ENTREES – choice of two*

Included in every Package

Prior to your Wedding day

- Pre-Wedding Consultations with our Experienced Wedding Co-ordinator
- Wedding Menu Tasting of your chosen menu for the special couple

Wedding day

- Red Carpet Welcome with Champagne Greeting on Arrival for the Bride and Groom
- Use of Actons Sweet Cart – sweets to be provided by the wedding couple
- Personalised Menus and Printed Table Plan
- Elegant Chair Covers and Sash
- Fresh Floral Centre Pieces and Contemporary Candelabras with centre mirrors on every second table
- Use of AV Equipment for speeches
- Overnight Accommodation for the Newly Weds in our Bridal Suite on the night of your Wedding including Champagne Breakfast served in your room the following morning. As an added bonus you also get a complimentary room for an additional night, to spend the next day with your close family and friends
- Two additional complimentary Deluxe Harbour View rooms for your wedding party on the night of your wedding – these two rooms must only be assigned by the Bride and Groom-to-be
- Reduced accommodation rate for up to 20 bedrooms for your guests
- We are happy to offer a range of options for your guests who have dietary requirements

Paper Anniversary... Relive those special moments

Complementary overnight accommodation and Dine with us to celebrate your Anniversary

Add to your Reception

To make your Welcome Reception Truly Unique – Why not select one of the following options:

	Price Per Person
Champagne & Strawberries	€9.75
Kir Royale (Champagne & Crème de Cassis)	€7.35
Bucks Fizz (Champagne & Orange Juice)	€7.00
Oyster Bay with Guinness	€6.25
Red / White Wine	€5.80
Fresh Strawberries and/or Chocolate Dipped Strawberries	€3.50

Canapés – choice of three

€5.00 per person

Warm Selection

- Breaded Garlic & Sesame Seed Mushrooms
- Tiger Prawn Wrapped in Filo Pastry
- Deep Fried Brie
- Selection of Mini Quiche's
- Skewered Chicken Satay

Cold Selection

- Smoked Duck with Orange Glaze
- Organic Smoked Salmon with Cracked Pepper Mayonnaise
- Chicken Liver Pâté
- Goats Cheese Tartlet
- Crab with Mango Salsa on a Crispy Won Ton

Actons Ice-cream Bike

€350.00

Server and Three flavours of ice-cream will be provided for you and your guests at your reception

A La Carte Menu Options

Soup

Cream of Mushroom Soup with Garlic & Herb Croutons
Tomato & Basil Soup
Seafood Chowder with Brown Soda Bread
Potato & Leek Soup served with Crispy Parma Ham
Roasted Butternut Squash Soup
Oven Roasted Root Vegetable Soup drizzled with a Herb Pesto
Sweet Potato & Lemongrass Soup

Sorbets

Champagne
Lemon
Lime
Passion Fruit & Mango
Green Apple
Tropical
Raspberry

Appetisers

Traditional Caesar Salad

served with Cos Lettuce, Bacon Lardons, Parmesan Shavings & Croutons

Smoked Salmon Roulade & Mini Fishcake

with Horseradish Crème Fraiche

Hand Rolled Prawn & Crabmeat Spring Roll

served on Asian Salad and a Lightly Spiced Salsa

Chicken Liver Parfait, Spicy Apple Chutney

with Toasted Brioche

Mozzarella, Beef Tomato & Fresh Basil Salad

seasoned Olive Oil & Cracked Black Pepper

Prawn & Crab Cocktail, Tomato and Coriander Salsa

finished with Mary Rose sauce

Free Range Chicken & Wild Mushroom Ragout

served in a Savoury Puff Pastry Case Drizzled with Wild Chive Pesto

West Cork Black Pudding & Apple Tower

with a Garden Salad & Honey and Mustard Dressing

Warm Peri Peri Chicken Salad

with dried cranberry & tossed seeds

Goat Cheese Tartlet

with Mediterranean Vegetable topped with Rocket Salad & Balsamic Glaze

Smoked Duck Salad

With Roast Fig Walnut & Raspberry Dressing

Entrees/Meat

Chicken 'Florentine' Stuffed with Spinach and Mozzarella Cheese

served with Roasted Red Pepper Sauce

Traditional Roast Stuffed Turkey and Honey Glazed Ham

Thyme Stuffing & Jus

Roast Beef Sirloin with a Yorkshire Pudding

Roasted Garlic Mash Potatoes & Red Wine Jus topped with Red Onion Marmalade

Skeaghanore Roast Duck

with Carrot Ribbons and Crème de Cassis Sauce

Braised Lamb Shank on a bed of Champ

served with Roast Root Vegetables and Thyme Jus

* Grilled Rack of Lamb

Crushed Potatoes & Rosemary Jus

* Char Grilled Fillet Steak 8oz

with Sautéed Button Mushrooms and Caramelised Onions served with Pink Peppercorn Sauce

Supreme of Chicken Stuffed

with Apple Ham and Tarragon with Red Wine Jus

Fish

*Fillet of Sea Bass

with Garden Peas, Baby Onions and Parma Ham Drizzled with Wild Chive Oil

Trio of Fish

Salmon, Smoked Haddock & Cod with Chive Beurre Blanc

*Grilled Fillet of Salmon

Steamed Asparagus, Hollandaise Sauce with Tomato & Coriander Salsa

Grilled Fillet of Cod

Red Pepper Pesto and Aspice Sauce

Baked Fillet of Hake

with a Herb Crust, Rustic Vegetables & a Sweet Pepper Sauce

Poached Paupiettes of Sole

with a Mussel and Chervil Cream Sauce

**Additional €5.00 supplement per person*

All Main courses are served with creamed potato and choose one other potato dish

Selection of vegetables or three vegetables see options below:

Vegetable

Selection of Seasonal Vegetables
Green Beans and Almond Butter
Buttered Broccoli Hollandaise
Vichy Carrots
Sugar Snap Peas

Potatoes

Steamed Baby Potatoes
Roast Potatoes
Lyonnaise Potatoes
Garlic Gratin Potatoes
Champ

Vegetarian Options

Should you be expecting any guests that are vegetarian, please choose one of the following for them to enjoy

- Spinach and Feta Cheese Parcel with Stir Fry Vegetables
- Oriental Spring Roll with Crispy Vegetables, Sticky Rice, Soy & Ginger Dipping Sauce
- Roast Vegetables in a Light Indian Curry with Coriander with Lavender Scented Basmati Rice
- Glazed Gnocchi with Cashel Blue Cheese and Toasted Walnuts Drizzled with Roasted Red Pepper Coulis
- Asparagus and Wild Mushroom Risotto with Parmesan, topped with Rocket Salad
- Leek and Goats Cheese Pithivier on Vegetable Ratatouille

Choose 3 of the below for your Acton's Assiette Sweet Plate

Mousses	Cheesecakes	Classics	Others
Milk Chocolate	Vanilla & Malteser	Apple Crumble	Flourless Chocolate Brownie
White Chocolate	Baileys	Meringue & Strawberries	Tiramisu
Dark Chocolate	Lemon	Dipped Chocolate Profiteroles	Sticky Toffee Pudding

Late Night Supper

	Price Per Person
Chef Selection of Sandwiches/Wraps	€4.00
Honey Glazed Cocktail Sausages	€2.00
Hot & Spicy Chicken Wings	€4.00
Spring Rolls with Sweet Chilli Sauce	€4.00
Golden Fried Breaded Chicken Goujons	€4.00
Mini Fish N Chips Cones	€5.50
Vegetable Samosa's	€5.50
Chicken Satay Skewers	€5.50
Mini Sliders topped with Cheese & Relish	€4.50

Terms & Conditions

Booking Procedure:

- Having discussed your requirements with us, we would be delighted to place a provisional booking for you. This date will be held for 14 days, at which stage it must be either confirmed or released. If no decision is forthcoming or if we are unable to contact you, the date will automatically be released.
- The booking of your Reception will be considered “Confirmed” upon receipt of €1,500 deposit. We will then confirm the details of your booking in writing to you. Three months prior to your Reception, we will invite you to finalise all your arrangements including menus, wine, bar extension, times and accommodation. A further payment of €1,000 is required at this time. We regret that deposits are non-refundable. Final details should be agreed 1 month prior to your wedding.
- Final numbers should be given to the hotel ten days prior to your wedding. A variation of 10% will be accepted up to 48 hours in advance of the event. The numbers confirmed at this time would be the minimum number charged for.
- The hotel reserves the right to cancel an event where:
 - The hotel believes the booking may prejudice the reputation of the hotel.
 - Should the behaviour of expected guests at the wedding behave in anyway detrimental, offensive or contrary to normal expected code of behaviour
 - All potential clients must deal directly with the hotel. In the event a function / Wedding is booked by a third party the function will not be catered for. The party who makes the booking directly with Actons will be solely responsible for discharging all of the costs payable to Actons of Kinsale

Payment:

It is company policy that you settle your account on the day of departure from the hotel. Payment can be made by credit card, cash, cheque or bankers draft in line with our GDPR policy.

Cancellations & Postponements:

Please note that deposits are non-refundable where a cancellation occurs. Notification of cancellation or change of date must be confirmed in writing to the hotel. Cancellation within 4 months of the wedding date will require 25% payment of the estimated wedding bill. Cancellation within 2 months of the wedding date will require 50% payment of the estimated wedding bill. Cancellations within 1 month of the wedding date will require full payment of the estimated wedding bill.

Bar Facilities:

It is the Hotel’s policy to close our bars punctually in accordance with licensing laws. Our Residents bar is available until 4.00am at the discretion of the Manager on duty and is strictly for the use of Residents only

Children:

Children are always welcome at Actons Hotel and a Children’s menu is available on request. Children must be supervised at all times.

Health & Safety:

No food items may be brought into the Hotel for consumption on the premises unless discussed with management prior the wedding – excluded your wedding cake and sweets for sweet cart. Both of which must comply with food hygiene legislation.

Accommodation:

- We are delighted to offer the Newly Weds complimentary accommodation on your wedding night in our Bridal Suite. We also offer two complimentary Deluxe Harbour View rooms for the Wedding Party.
- In addition, we will also allocate a further **20 rooms** at a preferential wedding rate.
- Each of these rooms **must** be named in writing and then must be confirmed by all individuals by means of a credit card. These rooms are not released or renamed unless directed by Couple. We will hold these rooms for four weeks prior to your wedding date, any rooms not confirmed by this date will be automatically released for resale. All Wedding guests outside of the block of rooms will be quoted our best available rate at time of booking.

The Seating Plan:

Final seating plan must be submitted no later than 48 hours in advance and needs to be presented in a typed electronic format.

Rehearsal Dinner, Pre and/or Post Wedding Day Celebrations:

We can customise with a private dinner or an informal get together – advanced booking is essential. We would be happy to provide Buffet, Finger Food, BBQ's or sit down meal options.

Gifts:

The hotel will take no responsibility for gifts, cards, cakes etc. We highly recommend the responsibility of cards and gifts to be assigned to a trusted family member. There is a security safe in the Wedding Suite

All items left after the wedding must be collected no later than 12 hours after the event.

Delivery of Wedding Items:

Wines, wedding cake, clothes, table decorations, are to be carefully labelled and delivered to the hotel 24 hours prior to the reception.

Entertainment / External Suppliers:

The hotel accepts no responsibility for the booking of entertainment or other external suppliers.

In respect of outside contractors, we must be notified in advance. The use of outside contractors is subject to our approval and such conditions as we may in our sole discretion impose, including the holding of sufficient insurance.

Service Charge:

No Service Charge applies, it is entirely up to individuals own discretion, any gratuities are donated to our sports and social fund

Prices:

All prices quoted are in Euros and inclusive of current government rates of VAT on accommodation, food and drink. Due to the fluctuations in food, labour costs, taxes and unforeseen circumstances, prices shown may be subject to change with prior notice.

It is Actons aim to provide the client with the highest standard of food and service requested for the function. However, in the unlikely event that Actons for any reason may need to change any aspect of the function, we reserve the right to do so at any time. We will notify the client immediately should this happen and will use reasonable endeavours to provide alternatives to an equal or higher standard.

