



YOUR  
WEDDING

Mercure Southampton Centre Dolphin Hotel

# WELCOME TO MERCURE SOUTHAMPTON CENTRE DOLPHIN HOTEL



Congratulations on  
your forthcoming  
wedding...

Whether you're planning a Civil Ceremony or Partnership, or a traditional Church Wedding, our hotel, situated in the heart of the city's Old Town, will be the perfect setting for you. The Grade II Listed Mercure Southampton Centre Dolphin is the oldest hotel in the city, packed full of history, charm and character.

From your first visit to the hotel to the day of the wedding itself, our experienced Wedding Co-ordinator will be on hand at every step of the way to make your perfect day unforgettable.

# YOUR PERSONAL WEDDING CO-ORDINATOR



We start organising your special day from the moment you contact us. Your wedding co-ordinator will be on hand to advise, co-ordinate and prepare even the smallest of details for you, making sure your day goes exactly as you want it to.

We understand that there are so many things to think about when you first start planning your wedding – we're here to make the entire experience an enjoyable one from beginning to end.

We will help you organise your wedding day with the minimum of fuss and maximum enjoyment – from the early booking of photographers, musicians and florists, to organising menus, toasts and accommodation.

# THE PERFECT PACKAGES



**Our wedding packages have been especially designed to cater for a variety of styles and tastes.**

Whether you're thinking of an intimate gathering or a more extravagant affair for all your family and friends, we will look after every detail, from your wedding breakfast to your evening reception.

We can cater for any number of guests up to 90.

Our wedding packages include room hire, your chosen three-course wedding breakfast, a Master of Ceremonies, a drinks package, complimentary accommodation for the Bride and Groom, plus discounted bedroom rates for guests.

Details of our full wedding package can be found at the back of this brochure, together with ideas to enhance your wedding with additional extras. However, we understand that one size does not fit all so please discuss your individual requirements with us and we can tailor a package to suit precisely.

# GRAND AFFAIR



For a celebration based on 50 guests during the day and 80 evening guests, we will look after every detail, from your wedding breakfast to your evening reception.

## PRICES

£4,799.00

Additional day guests charged at £77.00 each

Additional evening guests charged at £16.95 each

## YOUR PACKAGE INCLUDES:

- Complimentary menu tasting for the Bride and Groom
- Red carpet on arrival
- Master of Ceremonies
- Room hire for the wedding breakfast and evening reception
- Your chosen wedding breakfast served with tea, coffee and mints
- White table linen and napkins
- Chair covers and colour-coordinated sashes
- Cake stand and knife
- Long and low floral arrangement for the top table
- Floral centrepiece for each table – based on four tables

- Ivy and bows up the staircase
- Nine-item evening finger buffet
- Handwritten place cards
- Printed table plan
- Complimentary overnight stay for the Bride and Groom

## YOUR DRINKS PACKAGE INCLUDES:

- Arrival drink of Buck's Fizz, mojito or fruit punch – can be alcoholic or non-alcoholic
- Two glasses of house red or white wine with the wedding breakfast
- Mineral water with meal
- A glass of sparkling wine for the toast

# INTIMATE WEDDING PACKAGE



## INTIMATE WEDDING PACKAGE DETAILS

For 40 day guests and 60 evening guests.

What does the intimate package include?

- Complimentary menu tasting for the Bride and Groom
- Red carpet on arrival
- Master of Ceremonies
- Room hire for the wedding breakfast and evening reception
- White table linen and napkins
- Cake stand and knife
- Your chosen wedding breakfast served with tea, coffee and mints
- Four-item evening finger buffet
- Discounted bedroom rates for your wedding guests
- Handwritten place cards
- Printed table plan
- A glass of sparkling wine for the toast
- Arrival drink of Buck's Fizz, mojito or fruit punch – can be alcoholic or non-alcoholic
- Complimentary overnight stay for the Bride and Groom

**PRICE: £2,799.00**

Package Terms and Conditions for both packages:

To 'save the date' a deposit of £750.00 is required along with a signed copy of our Terms and Conditions. 50% of your overall balance is due 6 months prior to the wedding day. The final payment should be made 1 month prior to your wedding. All prices are inclusive of VAT at 20%. Should VAT rates change, the hotel reserves the right to adjust prices accordingly. Please note: All deposits are non-refundable.

# CIVIL MARRIAGES AND PARTNERSHIP CEREMONIES



## CIVIL MARRIAGES AND PARTNERSHIP CEREMONIES

Mercure Southampton Centre Dolphin Hotel is licensed to hold Civil Marriage and Partnership Ceremonies and offers a complete package for your special day.

Room	Min. number	Max. number	Hire price
Jane Austen Suite	50	70	£350.00
Gilbert Suite	15	30	£200.00
Signature Restaurant	20	40	£350.00

The registrar has to be booked and paid for directly and we suggest using Southampton Registry Office, located just a 5-minute walk away from the hotel.

# A DELICIOUS MENU

Our expertly trained chefs have years of experience



We have a range of menus available or to make your day even more special your wedding planner will be happy to arrange a bespoke menu. If there are guests with different dietary requirements, you can leave it with us to accommodate any special arrangements.

# EVEN MORE CHOICES FOR YOUR SPECIAL DAY



## WEDDING BREAKFAST

Enjoy your first meal together as a married couple as we serve you and your guests a delicious wedding breakfast. You'll enjoy expertly prepared dishes from our three-course menu, designed in line with the season and using locally sourced ingredients where possible.

## MENU ENHANCEMENTS

Should you wish to enhance your wedding breakfast why not include canapés on arrival or as an additional course. Available on request at an additional charge to the wedding package price.

## EVENING BUFFET

Our buffet menus are designed to reflect the season and are fully flexible to accommodate your tastes and requirements.

## DRINKS

Your wedding day wouldn't be complete without the perfect toast! Enjoy a welcome reception, wine with the wedding breakfast and a glass of something special for the toast.

## CATERING FOR CHILDREN

We will make special arrangements for the children attending your wedding from our Children's Menu Selector (children 0-12 years).

Sample wedding menus can be found at the back of this brochure.

# WEDDING BREAKFAST

We are pleased to provide the following seasonal menu suggestions for your wedding breakfast as part of our set wedding day package. We understand the need to be flexible which is why we allow you to choose your three-course menu. If you're looking for something specific, please let us know and we'd be more than happy to develop a bespoke menu with you.

## STARTERS

### Leek and potato soup 🍷

served with garlic croutons

### Tomato and basil soup 🍷

served with pesto croutons

### Goat's cheese and red pepper tartlet 🍷

with pesto dressing

### Chicken liver pâté

with red onion marmalade and toasted brioche

### Salmon gravlax

carpaccio of beetroot and baby caper and mustard dressing

### Duo of melon 🍷

with strawberry coulis

## MAIN COURSES

### Pan-fried corn-fed chicken supreme

with a shallot, tomato and thyme sauce

### Roast loin of pork

with English cider and sage cream sauce

### Roast turkey paupiette

wrapped in bacon with cranberry stuffing and thyme jus

### Braised beef steak

with red wine and rosemary jus

### Fillet of salmon

with lemon and chive cream sauce

### Spinach and ricotta tortellini 🍷

in tomato sauce with pesto-dressed rocket

### Seasonal vegetable risotto 🍷

All main courses served with market-fresh vegetables and potatoes

Dishes marked with a 🍷 are suitable for vegetarians

## DESSERTS

### Lemon tart

with berry Chantilly cream

### Orange profiteroles

with chocolate sauce

### Sticky toffee pudding

with toffee sauce

### Chocolate torte

served with white chocolate ice cream and raspberry coulis

### Fruits of the forest Eton mess

### Cheese and biscuits

with chutney



# EVENING BUFFET MENU



Buffet prices per person for additional evening guests: **£16.95**

## MAINS

Selection of sandwiches and wraps

BBQ chicken kebabs

Vegetable kebabs 

Mini cheese burger

Fish, chips and tartare sauce in a cone

Ham and pineapple pizza

Tomato, basil and black olive bruschetta with feta 

## SIDES

Spicy potato wedges 

Coleslaw 

## DESSERTS

Add a selection of mini desserts to your evening buffet for £2.50 per person

## CHILDREN'S MENU

£10.00 per child with unlimited soft drinks throughout the wedding breakfast

Dishes marked with a  are suitable for vegetarians

# START WITH STYLE



## CANAPÉS

3 canapés £6.95 | 5 canapés £8.95 | 7 canapés £11.45 | Additional canapés £1.75

### COLD

- Pâté on toast
- Smoked salmon and chive cream cheese blini
- Mini prawn cocktail
- Mini Greek salad in a pastry cup 🌱

### HOT

- Goat's cheese and red onion crostini 🌱
- Mini lamb kebabs
- Sticky honey and mustard cocktail sausages
- Filo tiger prawns

### CATERING FOR CHILDREN

We will make special arrangements for the children attending your wedding from our children's menu (children 0-12 years).

Dishes marked with a 🌱 are suitable for vegetarians

# OPTIONAL EXTRAS



## ANY OR ALL OF THE BELOW CAN BE ADDED TO YOUR SPECIAL DAY:

- Afternoon tea hen party
- Casino night stag do
- Cheese board
- Bacon and egg rolls
- Selection of sorbets
- Keg of ale
- Photo booth
- Post box
- Sweet cart
- Make-up artist

We hold Wedding Showcases twice a year with help from our preferred suppliers, so don't forget to come along and see us on these dates. We will be happy to provide contact information for all of our preferred suppliers – from photographers to magicians!

# BOOKING FORM

## PLEASE COMPLETE IN BLOCK CAPITALS

Provisional bookings can be held for 14 days, and will be released without prior notification unless confirmed within the 14-day period. You can confirm your booking by completing this form: we ask that you check it through thoroughly before signing.

BRIDE'S NAME \_\_\_\_\_

GROOM'S NAME \_\_\_\_\_

TWO CONTACT NUMBERS (day and evening – please highlight whether Bride or Groom)

\_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

DATE OF WEDDING PARTY \_\_\_\_\_

THE CEREMONY WILL TAKE PLACE AT \_\_\_\_\_

OUR ARRIVAL AT THE HOTEL WILL BE AT \_\_\_\_\_pm.

WE HAVE RESERVED THE

JANE AUSTEN & GILBERT

SIGNATURE RESTAURANT

for the wedding party (please select one).

WE WISH TO PROCEED WITH OUR WEDDING RESERVATION TO HOLD OUR WEDDING RECEPTION AT MERCURE SOUTHAMPTON CENTRE DOLPHIN HOTEL. WE CONFIRM THAT WE HAVE READ AND AGREE WITH THESE TERMS AND CONDITIONS AND AGREE TO BE BOUND BY THEM.

SIGNED (Bride) \_\_\_\_\_

DATE \_\_\_\_\_

SIGNED (Groom) \_\_\_\_\_

DATE \_\_\_\_\_

## TERMS AND CONDITIONS

1. Prices include VAT at 20%. Should the VAT rates change, the hotel reserves the right to adjust the prices accordingly.
2. The initial deposit of £750.00 is non-refundable and non-transferable. This must be paid when confirming your booking. 50% of the remaining balance must be paid 6 months prior to your wedding day; the remaining balance must be settled 1 month prior.
3. Final numbers must be given to the wedding co-ordinator 1 month prior to the wedding day.
4. Mercure Southampton Centre Dolphin Hotel does not allow any food or drink to be brought onto the premises, with the exception of wedding cakes and favours.
5. Corkage is discouraged, however if it is agreed wine is charged at £10.00 per bottle and sparkling wine and Champagne is charged at £15.00 per bottle.
6. Please note Mercure Southampton Centre Dolphin Hotel has two sections available for weddings so can therefore host two weddings a day, however the arrival times are staggered to be a minimum of 3 hours apart.
7. CANCELLATION: You are strongly advised to take out insurance against losses should it be necessary to cancel a booking.
  - a) In the event of a cancellation, the initial deposit is non-refundable and non-transferable.
  - b) If the wedding is cancelled more than 9 months prior to the wedding, the initial deposit is lost, but the hotel will make no further charges.
  - c) Between 9 and 6 months prior to the wedding, a cancellation charge of 30% will be imposed.
  - d) Between 6 and 3 months prior to the wedding, a cancellation charge of 50% will be imposed.
  - e) Less than 3 months prior to the wedding, a cancellation of 100% will be imposed.

The above policy includes food, beverage and bedroom reservations associated with the booking.

# RELAXING ACCOMMODATION

All of our 99 bedrooms provide the comfort and style your guests deserve



Specially discounted accommodation rates will be arranged to make your guests' stay even more special.

These preferential rates can also be extended prior to and after your wedding day, for those guests wishing to take advantage of a longer stay.

Of course, for the Bride and Groom, we offer a Privilege room, including breakfast.

# A WORD FROM OUR HAPPY COUPLES



"Just to say a big thank you for looking after us on our wedding day. You were absolutely brilliant and could not do enough for us. We had a fantastic day and evening. Thank you."

Mr & Mrs Whitelock, July 2014

"I just wanted to say thank you from both myself and my husband for the wonderful organisation of our wedding day. We have had excellent feedback from our guests on the quality of the venue, the staff and the food – the chef and the waiting team made sure the whole service went like clockwork. Our sincere gratitude to all the Dolphin team, especially with the preparations and making sure our day was one to remember!"

Mr & Mrs Payne, August 2014

"A note to say thank you so much for all your time, support and patience leading up to the wedding – you were extremely helpful which was much appreciated. Please also pass our thanks on to the chef – the food was excellent and complimented. Nothing was too much trouble. Thank you so much again to you and your team."

Mr & Mrs Griffiths, September 2014

# CONTACT US

Please call **023 8038 6473**  
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