

Terms & Conditions

STANDARD TERMS & CONDITIONS FOR WEDDINGS & CEREMONIES HELD AT BRYNGARW HOUSE

Any booking/catering agreement made for or by any client shall be an agreement between that client & Five Star Chef Ltd. For the avoidance of doubt, Bridgend County Borough Council/Awen Cultural Trust shall not be a party to any such agreement and shall not incur any liabilities in respect to it.

Five Star Chef asks clients to be aware that business with Bryngarw House is conducted on the basis of our standard terms & conditions and will also apply to wedding guests who have not completed this document.

By paying the deposit, you (the client) accept these terms & conditions in full as the official contract. It is your responsibility to notify all guests of these terms.

CONFIRMATION

Bookings will be treated as an enquiry only until the deposit has been made. The deposit will confirm receipt of the terms & conditions and will accept these terms in full.

A deposit of £1500 is required to secure your booking.

A final appointment will be made 8 weeks prior to your wedding day where all final guest numbers and menu choices are confirmed.

Final payment must be made no later than 30 days prior to your wedding day. In the case of an overdue invoice, interest shall accrue from the date when payment was due on a daily rate until the payment is cleared. A rate of 4% will be applied.

No monetary refund or reallocation of costs will be made due to a reduction in numbers, whatever the circumstance, if notification is provided to Bryngarw House any 8 weeks prior to the event. At the 8 week mark, guest numbers cannot fall below the minimum requirements set out in your package under any circumstances.

ACCOMMODATION

A minimum of 12 rooms need to be booked for your wedding.

Once 12 rooms are booked, your Bridal Suite is complimentary.

The 12 room package will appear on your quote priced at the average cost of £105. As your guests go online and book these rooms, we deduct them from your quote accordingly.

Once 12 rooms have been booked, the package will be removed off your quote and your Bridal Suite is free of charge.

If you wish to not use any bedrooms, then let us know and we will remove the package off your quote. These rooms will then be available for external bookings however external guests will not have any access to the areas included in your wedding package exclusively. These rooms are the Marquee, the Treharne Suite, the Bridal Lounge, the bar and the conservatory.

A minimum of 12 rooms must be booked to have access to any accommodation. We operate on a strict 0 or 12 rooms policy.

If you wish to secure the Coach House for the night before or the night of your wedding then this must be paid for in full at

the point of booking and is subject to availability. If these rooms are not secured, these may be booked by guests that are not attending your wedding.

For any wedding bookings as of the end of 2015 onwards, a set amount of rooms are attached to your quote at the cost of £125. This will be in your final balance and must be paid for to have any rooms at all, including your complimentary Bridal Suite. It is then up to your guests to reimburse you the cost of each room.

CANCELLATIONS

In the event of a straight cancellation, you will forfeit any deposits and payments having been made whatever the circumstance.

In certain circumstances and at the discretion of Five Star Chef management, a deposit may be deferred in order to secure an alternative date at an additional administration fee of £200 and will be payable when the final balance is due.

Under no circumstances may any confirmed booking be eligible for any promotions that are announced after the booking date or be transferred.

Any costs incurred for particular event that otherwise would not have been incurred; will be charged in the event of cancellation. If guest numbers are to fall below minimums, you will be liable to pay for the minimum requirements as set out in your package.

DEPOSITS & PAYMENTS

Bryngarw House will request a deposit of £1500 at point of booking to secure your date.

Full payment will be required 30 days prior to the wedding. Failure to do so will result in Bryngarw House reserving the right to cancel your wedding. Full payment must be made via bank transfer ONLY (no debit/credit cards or cheques will be accepted). Once full payment has been received, Bryngarw House cannot offer refunds or re-allocate money.

By paying the deposit, you agree to the terms listed in this document in full and commit to this deposit being non refundable.

Whirlwind Romance Packages

If you have booked one of our Whirlwind Romance packages you will be required to pay a 50% deposit, £1200 will be payable to secure the date and the remainder paid within 30 days of booking. If this payment is not made, Bryngarw House reserve the right to cancel this booking. The remaining balance will then be due 30 days prior to your wedding date (as with all other packages). All other terms & conditions are applicable to this package. Please note: If you have booked a wedding within 3 months, accommodation may be limited.

PRICE REVIEWS

Prices at Bryngarw House are subject to price increases on an annual basis. A deposit will secure your quoted prices regardless of year of marriage. Prices cannot be held without a deposit being made.

DAMAGES

You, the client, will be held responsible for any damage caused by the client or their guests, agents, employees etc. and

indemnity against Third Parties as a result of negligence. Bryngarw House reserves the right to charge in full for any damages caused.

CATERING & BAR MANAGEMENT

Bryngarw House will provide all catering and bar services for the duration of every wedding. All menu choices, evening food choices and any additional extras must be confirmed 8 weeks prior to your wedding day.

Catering is provided in house only. Bryngarw House does not permit external catering suppliers to provide any service that can be provided in house.

The kitchen at Bryngarw House will cease operation when evening food has ended.

Bryngarw House will not allow for, or accept responsibility for under catering under any circumstance.

Bryngarw House are licensed to sell alcohol until midnight. Under no circumstance will drinks be served after midnight.

Strictly NO ALCOHOL/ALCOHOLIC PRODUCT may be brought into Bryngarw House by you or your guests for consumption on or off the premises. This includes providing "alcoholic miniatures" as favours.

Challenge 21 is STRICTLY enforced.

In accordance with current licensing laws, Bryngarw House management reserves the right to cease the sale of alcohol and food at any time if necessary; such instances may occur if the protection of staff, guests or property is compromised.

ENTERTAINMENT

When you, the client, supplies you own entertainment involving electrical equipment of any sort, it is your responsibility to obtain the correct documentation proving the safety and sustainability of bringing such equipment to Bryngarw House in accordance with current Health & Safety standards.

No artificial smoke generators or machines are to be used due to the sensitivity of the fire alarms.

Any entertainment must cease by 12 midnight. At management discretion, Bryngarw House reserve the right to halt any entertainment before 12 midnight.

MISCELLANEOUS

Bryngarw House cannot accept responsibility for outside contractors/service providers or for the equipment they may bring.

You, the client, are responsible for the behaviour and actions of your guests whilst at Bryngarw House.

The use of biodegradable confetti is permitted on the front terrace only. Under no circumstance is confetti permitted inside Bryngarw House.

The use of chocolate fountains is only permitted if supervised by an employee who has supplied the equipment and is deemed suitable by Bryngarw House management. You are liable for any damage caused to furniture fixtures & fittings as

a result of having a chocolate fountain.

Strictly no nails, pins or adhesives may be used on any walls throughout the building for decoration. You are liable to pay for any damage caused to furniture, fixtures and/or fittings as a result of any decorations being put up.

Strictly NO OPEN FLAMES. Only LCD lights are permitted.

Bryngarw House will supply the linen for your event in plain white or ivory only.

No access (supervised or otherwise) will be given to accommodation rooms or locked event rooms to anyone other than the key holder.

If you are intending to hold firework displays within the grounds of Bryngarw Country Park, you are obliged to inform us no less than 6 weeks before the event. Failure to do so may result in the display not being permitted to go ahead. Organised firework displays are not permitted on the main lawn. 9:30pm is the latest any fireworks display may start. Fireworks must be of low noise and a noise limit of 120 decibels applies.

Both your and your guests belongings/decorations/valuables are of your own individual responsibility. Bryngarw House will not accept responsibility for any items left unattended.

Any valuables/belongings left at the end of the wedding evening will be kept overnight until the following day only. Anything that has not been agreed with Bryngarw House management will be disposed of after check out.

BRYNGARW COUNTRY PARK

This is a public facility. Bryngarw House cannot be held responsible for any events that take place outside of Bryngarw House and the terrace.