

The Ballymac Hotel

Function & Wedding Information for 2012



Thank you for your interest in The Ballymac Hotel as a venue for your forthcoming wedding reception or function.

At The Ballymac we are committed to providing a first-class banqueting service and this is reflected in the success of each wedding reception and the delight of every guest.

Our expert and professional staff will be on hand from the very start to give advice and to arrange all the fine details. We take pride in tailoring each reception to your individual requirements to guarantee a memorable and special occasion.

By combining our dedication in creating excellent cuisine, beautifully landscaped gardens and modern hotel accommodation you have the perfect venue for the most important day of your life.

We hope that we will have the pleasure of catering for you and your guests, so please take an opportunity to visit us and view our facilities first hand. You will find that in every way The Ballymac Hotel will make your wedding day unforgettable!

To make an appointment to view the hotel, please contact Reception.

B & T Inns Ltd.

Registered Office: 7A Rock Road, Stoneyford, Lisburn, Co.Antrim, BT28 3SU

Tele: 028 92648313

Fax: 028 92648312

www.ballymac.com

E-mail: info@ballymachotel.co.uk

Registered Number: NI30226

Civil Ceremonies

The Ballymac Hotel is now licensed to hold Civil Ceremonies.

Our Westbury Suite is the perfect venue to hold your civil ceremony and with the combined use of our Budore Suite for you reception The Ballymac Hotel is the perfect location for your special day.

You will have the added benefit of an experienced and professional member of staff to help you every step of the way.

We carry a supply of the required application forms at Reception and we ensure all documentation is completed.

Alternatively you can contact:

Lisburn City Council

Lisburn Civic Centre

The Island

Lisburn

Telephone: 028 92 509250

***Hire of Westbury Suite for
Civil Ceremonies is £ 120.00***



Lay out of 'Westbury Suite' available for Civil Ceremonies

Complimentary Wedding Day Package includes:

Hosting only one Wedding reception per day



Personal attention throughout the day by a member of Our Management Team, who will also act as Toastmaster



No Charge for Room Hire



Red Carpet on Arrival



Champagne Reception for the Bride & Groom on arrival



Napkins to Compliment the Bridal Colour Scheme



Decorative Vases on each Table



Choice of Silver Cake Stands with Silver Knife



Sparkling Wine for all guests to Toast the Happy Couple



Jugs of Orange on all Tables



Personalized Menus & Printed Table Plans



Overnight accommodation in our Luxurious Bridal Suite for the Bride & Groom



Preferential Accommodation Rates for Wedding Guests



Wedding Parties over 80 Guests will receive the above package plus a Complimentary Homeward Bus Journey

(within a 12 mile radius over this mileage would incur a sur-charge)

Refreshments for your Guests on Arrival:

Tea & Coffee - £1.50 per person

Tea, Coffee & Shortbread - £2.50 per person

Buck's Fizz - £3.00 per glass

Chilled Red or White Wine - £3.00 per glass

Alcoholic Punch - £3.00 per glass

Non – Alcoholic Punch - £2.50 per glass

Mulled Wine - £3.00 per glass

Additional Special Features are available:

Special dietary needs can be catered for Vegetarians & Diabetics etc.

Children are not forgotten with high chairs and special discounted children's menus available

A comprehensive function wine list is available to Compliment all tailored menus

Buffet menus are available for your evening reception

Items for your wedding day can be kept from the evening before the reception.

We can assist you in finding evening entertainment to bring the day of celebrations to a close

Menus:

The Ballymac will present to you a creative menu tailored to your own requirements. Whatever you choose, your guests are guaranteed to be impressed with the freshest local produce, served into a mouth-watering combination.

Overleaf you will find suggested banqueting menus or why not create your own menu, which will be priced accordingly.

Menu 1

Freshly Made Vegetable Broth



*Roast Stuffed Breast of Chicken
& Boiled Ham*

With Sage & Onion Stuffing

*Buttered Cabbage, Crispy Bacon
and Baton Carrots*

Creamed and Roast Potatoes



Fresh Fruit Pavlova

Tea or Coffee

£ 22.00

Menu 3

*Cream of Tomato & Basil Soup
With Herb Croutons*



*Roast Stuffed Loin of Pork with a
Rich Cider Gravy and Spiced Apples*

Breaded Cauliflower & Fresh Green Beans

Baby Boiled Potatoes & Layonnaise Potatoes



Baked Vanilla Cheesecake with Ice- Cream

Tea or Coffee

£ 22.95

Menu 2

Cream of Sweet Potato & Asparagus Soup



*Supreme of Chicken with Ham & Leek Stuffing
In-cased in Smoked Bacon*

Served with...

*Puree of Root Vegetables & Buttered Cabbage
Creamed and Roast Potatoes*



*Profiteroles Filled with Fresh Cream, Drizzled
with Cadbury's Chocolate Sauce*

Tea or Coffee

£ 22.95

Menu 4

Cream of Potato & Leek Soup



*Roast Irish Sirloin of Beef with a
Peppered or Chasseur Sauce*

Cauliflower Mornay and Root Vegetables

Spring Onion Mash and Baby Roast Potatoes



*Warm Chocolate Fudge Cake served with
Belgian Chocolate Ice Cream*

Tea or Coffee

£ 24.50

Menu 5

Cream of Chicken and Fresh Herb Soup



*Char Grilled 12oz Sirloin with
Creamy Black Peppercorn Sauce Steak
Mixed Seasonal Vegetables
Smoked Cheese Duchesse Potatoes &
Chateau Potatoes*



*Strawberry & Raspberry Tartlet with
Red Berry Coulis & Vanilla Ice Cream*

Tea or Coffee

£ 28.50

Menu 7

*Chicken Caesar's Salad with Crispy Bacon,
Croutons & Parmesan*

Gin & Tonic Sorbet



*Supreme of Chicken with Asparagus &
Sweet Pepper Mousse
Napped with Shallot & Port Wine Jus
Selection of Mixed Vegetables Garlic Sauté
Potatoes and Dauphinoise Potatoes*



*Trio of Sweet: Strawberry Shortcake,
Creamed Filled Profiterole with Chocolate
Sauce & Fresh Fruit Pavlova*

*(This sweet available with any other menu with a supplement
of £3.00 per person)*

Tea or Coffee

£ 28.50

Menu 6

*Crown of Galia Melon filled with
Watermelon, Pineapple Passion Fruit Syrup
& Lemon Sorbet*



*Braised Leg of Lamb in a
Rich Rosemary Gravy
Broccoli Fleurette with Hollandaise Sauce
& Roasted Honey Parsnips
Savoury Croquette with Mouseline Potatoes*



*Apple & Cinnamon Crumble with Sauce
Anglaise & Ice Cream*

Tea or Coffee

£ 24.50

Menu 8

*Paristenne of Melon with Champagne Sorbet
Minestrone Soup with Parmesan*



*Medallions of Fillet Steak in a
Rich Brandy & Black Peppercorn Sauce
Or
Pan Fried Salmon Fillet Stuffed with Smoked
Salmon,
Caper Cream Cheese with Fried Dulse
Selection of Mixed Seasonal Vegetables
Celeriac Mash and Croquette Almondine*



*Brandy Snap Basket Filled with Vanilla Ice
Cream, Toasted Nuts & Caramel Sauce*

Tea or Coffee

£ 36.00

Children's Menu

Chicken Fillet Goujons, Fish Fingers, Burger, or Sausages

Served with a choice of:

Potatoes & Vegetables or Chipped Potatoes & Beans

Jelly & Ice Cream

£9.50 per person

Vegetarian Menu's

*Penne Pasta with Wild Mushroom & Sundried Tomato Cream Sauce
served with Garlic Ciabatta Bread*

'Vegetable Wellington'

(Sauté Vegetables Binded in a Rich Provencal Sauce in-cased in Puff Pastry)

'Vegetable Chow Mien with Prawn Crackers'

(Stir Fried Vegetables with Beansprouts & Egg Noodles)

*Filo Tartlet of Wild Mushroom & Roasted Vegetables served
With Balsamic Dressing*

Evening Supper Options

You may wish to organize an evening buffet for your guests or if you are organizing a special function such as a Wedding Anniversary, Birthday Party or Christening celebration, take a look at The Ballymac's extensive range of buffet menus. For functions such as these the "Westbury Suite could provide a special venue for a family party, reunion or get together.

Again all menus can be tailored to your individual requirement.

Please note that a sur-charge of £30.00 will incur if parties are fewer than 30 people

Finger Buffet

House Buffet - £4.95 per person

Selection of Sandwiches, Cocktail Sausages & Sausage Rolls

Finger Buffet additions:

Vol au Vents	£ 1.50 per portion
Mini Spring Rolls	£ 1.50 per portion
Chicken Satay Skewers	£ 1.50 per portion
Chicken Drumsticks	£ 1.50 per portion
Spicy Chicken Wings	£ 1.50 per portion
Brie Wedges	£ 1.50 per portion
Cheesy Stuffed Mushrooms	£ 1.50 per portion
Vegetable Samosa	£ 1.50 per portion
Duck Spring Rolls	£ 1.75 per portion (with Hoi Sin Dip)
Spicy Chicken Goujons	£ 1.75 per portion (with Garlic & Sweet Chilli Dips)

Cone Buffet

Cone filled with Cod Goujon & Chips - £6.95pp

Cone filled with Chicken Fillet Goujon & Chips - £6.95pp

Hot Buffet Options

Indian Curry Madras with Pilaff Rice	£ 9.95 per person
Beef Stroganoff & Boiled Rice	£ 9.95 per person
Peppered Chicken & Boiled Rice	£ 9.95 per person
Beef Stew & Crusty Bread	£ 7.50 per person
Escalope of Chicken Fillet (with Smoked Bacon, Mushroom & Irish Mist Sauce)	£ 9.95 per person
Pork Chow Mien	£ 9.95 per person
(Pork Marinated in Chinese Spices, Stir Fried with Vegetables, Noodles & Beansprouts)	

Salad Buffet

Select Two Meats from the Following:

*Roast Turkey, Boiled Ham, Roast Tenderloin of Beef,
Breast of Chicken or Roast Leg of Lamb*

Served With

*Continental Tossed Salad, Coleslaw, Potato Salad, Pasta & Herb Vinaigrette
½ Baked & ½ Chipped Potatoes*

£ 10.95 per person

Hot & Cold Buffet

*Beef Stroganoff, Peppered Chicken with Braised Rice
Boiled Ham & Roast Breast of Chicken*

Served with

*Continental Tossed Salad, Coleslaw, Potato Salad,
Beef Tomato & Red Onion Salad
½ Baked & ½ Chipped Potatoes with Crusty Bread*

Select Two of the Following Desserts:

*Fresh Fruit Pavlova with Butterscotch Sauce
Apple & Cinnamon Crumble with Ice Cream & Custard Sauce
Banoffee Tart with Banana Ice Cream
Chocolate Fudge Cake with Cream*

£19.00 per person

(Without Dessert £15.00 per person)

Banqueting Suites

At The Ballymac Hotel our facilities can cater for any size of reception from 20 to 180 guests.

The Westbury Suite is an intimate venue for the smaller occasion perfect for any number of guests from 22 boardroom style to 45 split.

For the larger function The Budore Suite caters for up to 180 seated with ample space for an additional 100 plus evening guests. Tables can be circular or rectangular (depending on numbers). Seating arrangements can be organized to suit your own individual table plan. The top table can also be organized as you wish maximum numbers 14.

The Ballymac Accommodation

The accommodation development at The Ballymac has added an exciting new element to our long-standing reputation for excellent cuisine.

Bridal couples at The Ballymac will enjoy a luxurious overnight stay in our spacious bridal suite. For their convenience they will also have full use of the suite throughout their wedding day.

For wedding guests we have 14 ensuite rooms available, however due to demand early booking is advisable.

All wedding guests are asked to check into their rooms before 6pm unless prior arrangements have been made.

Hotel Room Tariff

<u><i>Type of Room</i></u>	<u><i>Room Rate</i></u>	<u><i>Wedding Rate</i></u>
<i>SINGLE</i>	<i>£ 60.00</i>	<i>£55.00</i>
<i>DOUBLE</i>	<i>£ 90.00</i>	<i>£80.00</i>
<i>FAMILY</i> <i>(2 adults & 2 children)</i>	<i>£ 100.00</i>	<i>£100.00</i>

Rates are inclusive of Breakfast & V.A.T

Wedding Day Agreement:

Please note our booking conditions when planning your special day

Bookings: Provisional Bookings will be held for **14 days**, after which time such bookings will be released unless written confirmation has been received or the booking renewed. Our Standard deposit is £300.00, with a further £300.00 payable 3 months before the wedding. Both are non-refundable/non-transferable.

Minimum numbers charged for Weddings on Friday, Saturday & Public Holiday's are 80 persons.

Final Numbers: Final number for all functions should be confirmed **48 hours** in advance of the event, and these will be the minimum numbers charged for.

Payment in Advance of the Wedding: Payment for the event must be made in full at least one day prior to the wedding reception by the following methods:

Cash, Bankers Draft, made payable to The Ballymac Hotel or Credit Card/Debit Card. (No Personal or Business Cheques accepted)

Accommodation: We would advise anyone wishing to retain a block booking of bedrooms to check availability and hold a provisional reservation with a credit card number or a £30.00 deposit per room.

The room list must be confirmed two months in advance other wise the rooms will be released.

All unused/unreleased rooms will be invoiced to your account.

Price: Please note that all prices are used as a guideline. As wedding receptions are booked 1 – 2 years in advance prices will change accordingly.

All prices shown are inclusive of V.A.T. and are subject to change without prior notice.

Gratuities are entirely at your own discretion.

General: The hotel reserves the right to approve any external entertainment or activities which you have arranged, and cannot accept liability for any result on costs. **All food & beverages will be supplied by the hotel. It is company policy not to permit corkage including alcoholic miniatures as Wedding favours.**

The hotel will not be liable for any failure or delay in providing facilities, service, food, and beverages as a result of events outside its control.

The client assumes responsibility for damage caused by them or their guests, or any other persons attending the function, whether in the room reserved or in any part of the hotel and undertakes to make good or pay restitution for the making good of any material damage to furniture, fixtures or equipment.

The Ballymac Hotel

Wedding Day Agreement:

Date of Wedding:.....

Number of Guests:.....

Name of Bride:.....

Name of Groom:.....

Contact Address:.....

.....

Contact Telephone Number:.....

Client Statement: I have read and understand the above Agreement, and enclose a deposit of £.....

Client Signed:.....

Printed:.....

Date:.....

Hotel Signed:.....

Printed:.....

Date:.....

Useful Telephone Numbers

Bridal Wear

Bride & Joy - Joyce Telephone: 028 90 616717

Men's Wear

West End Men's Hire Telephone: 028 90 231014

Flowers

Crumlin Flowers & Gifts Telephone: 028 94470776

Flowers 'R' Us Telephone: 028 90330018

Balloons

Luce Balloons Telephone: 028 92673718

Cars

America Limousines Telephone: 028 92605007

Sean Campbell Telephone: 028 90301225 / 07713243748

'S' Class Wedding Cars Telephone: 07866458504

Photographer

Frank Higginson Telephone: 028 92663173 / 07740597613

Sean Campbell Telephone: 028 90301225 / 07713243748

Video

Starview Video Telephone: 028 94423800

Chair Covers / Wedding Planners

Beau Chair Covers Telephone: 028 920621535 / 07890554767 (www.beauchaircovers.com)

Heaven Sent Telephone: 028 90627239 / 07739609791

Marie Scott Telephone: 07885258766 (www.mariescottevents.co.uk)

Hair & Beauty

Crimpers Hair & Beauty Telephone: 028 90620848

Cakes

Harmony Cakes (Suzanne) Telephone: 028 92627134

D.J's

Eamon Mc Quade Telephone: 028 94479724

D.J Desy Telephone: Desy 07759350324 / 02894 464484

The Smurfs Telephone: 028 91812053 (9am – 9pm)

The Wedding Disco Telephone: 028 90825482 / 07739160514 (Skip Alexander)

20/20 Disco Telephone: 07989383898 / 028 90625863 (Harry Mc Veigh)

Wedding Stationery

R Wedding Stationery Telephone: 07872558655 (www.rweddingstationery.wordpress.com)