



An Invitation
TO THE BEST DAY OF YOUR LIFE



HOLIDAY INN
Norwich - North





Congratulations!

The question has been asked
and the date is now set,
it's time to start organising
the most memorable day of your life.

Each and every wedding is as individual as you are, so for this reason we ensure that all of your requirements are treated with the utmost care and attention. Our team of Wedding Co-ordinators have many years of experience organising fabulous events, intimate or grand, whether it be your wedding ceremony, wedding reception, multi cultural event or civil partnership ceremony you can be assured of one thing - our attention to detail. We believe that you should have everything to look forward to and nothing

to look after. That's why we will work with you in every step of planning the perfect personalised event, from an initial tour of our event facilities to a menu tasting with our Chef to allow you to relax and cherish every moment of your big day.

Quite simply, our hotel is where 'happily ever after' begins.

HOLIDAY INN

Norwich - North



FACILITIES

- 3 air conditioned Function Suites for up to 400 guests each with private bar
- Licensed for civil ceremonies
- 5 individually styled Honeymoon Guest Suites
- Air conditioned standard, executive & family rooms
- Landscaped garden area
- Dedicated Wedding Co-ordinator
- Concorde Restaurant
- Lobby bar
- Triangle Health & Fitness Club
- Wi-Fi internet access

Set on the outskirts of the historic city of Norwich close to the wonderfully scenic Norfolk Broads, the contemporary Holiday Inn Norwich-North would be the ideal venue for your wedding day.

Our choice of three impressive Function Suites, each with their own unique character and features allows us to tailor your event, large or small, to exactly how you dreamed it would be. What's more each of the Function Suites is fully licensed for civil ceremonies so if you would like to have your full wedding day with us we can arrange this too.

Our recently refurbished flagship Lancaster Suite with its own private red carpeted entrance, private bar, stage, dance floor, high vaulted ceiling and natural daylight can play host for up to 400 guests - the dream venue for grand wedding celebrations. For smaller gatherings our attractive Halifax Suite with its own conservatory can host up to 120 guests, and the intimate Wallbro Suite, up to 90 guests.

Our landscaped garden area is the ideal spot for drinks receptions with your guests and of course provides a lovely backdrop for those all important wedding day photographs.

Relaxed, happy, yet utterly shattered at the end of the day, you could retire in our spacious Amy Johnson or Wright Brothers Guest Suites.

Get in shape before the wedding too at our Triangle Health & Fitness Club just ask your Wedding Co-ordinator about our special Bride & Groom offers.

At Holiday Inn Norwich-North it's 'your wedding, your way'.



Wedding

TIMELINE

12-18 MONTHS BEFORE THE BIG DAY

- Set the date for your wedding
- Set your budget and decide who is organising each aspect
- Identify the type of venue for the ceremony & reception and contact the Wedding Co-ordinator
- Book wedding photographer
- Book wedding cars & other transport
- Book band or DJ for reception
- Order invitations & stationery
- Decide on Bridesmaids, Best Man & Ushers
- Order wedding cake
- Decide on the number of guests & start drawing up a guest list
- Investigate wedding insurance
- Reserve a block of rooms at the hotel for out-of-town guests

6 MONTHS BEFORE THE BIG DAY

- Register for your wedding gift list
- Choose wedding dress & accessories
- Choose Bridesmaid dresses
- Book your honeymoon & remember to check with your travel clinic about vaccinations
- Decide on theme and select flowers, table decorations etc
- Bridegroom to arrange suits for Best Man, Ushers & Fathers
- Get in shape - ask your Wedding Co-ordinator about our Health & Fitness Club's special Bride and Groom offers
- Organise the hen night and stag night
- Organise your personalised wedding website (available at selected hotels, ask your Wedding Co-ordinator for details)

4 MONTHS BEFORE THE BIG DAY

- Post wedding invitations with details of timings, transport, directions & details of the hotel
- Select wedding rings
- Finalise order of service and select music/hymns
- Contact your wedding suppliers e.g. florist, entertainment etc to confirm details
- If you are changing your name, inform banks, passport office etc (ensure your honeymoon is booked under the name that will be on your passport)



6-8 WEEKS BEFORE THE BIG DAY

- Confirm any travel arrangements & hotel reservations
- Organise presents for Bridesmaids and Mothers of the Bride & Bridegroom
- Choose wedding favours for the reception
- Make hairdresser & beauty salon appointments - ask your Wedding Co-ordinator about what we can organise for you
- Meet with your Wedding Co-ordinator to discuss seating plans, place cards, drinks packages and have your menu tasting

3 WEEKS BEFORE THE BIG DAY

- Confirm final number of guests & seating plan with your Wedding Co-ordinator
- Arrange wedding rehearsal
- Give florist total number of button holes and delivery details
- Confirm timings with wedding cars & transport operators
- Discuss with your photographer the photos you would like
- Give the DJ/band a list of songs you would like played
- Final fittings for wedding dress
- Ensure Bridegroom, Best Man & Father of the Bride are writing speeches
- Bridegrooms to arrange a gift to be delivered to the Bride before the ceremony
- Remind the Bridegroom to get a hair cut!
- Collect wedding rings and ensure they fit

1 WEEK BEFORE THE BIG DAY

- Have trial hair and make up session - ask your Wedding Co-ordinator what we can organise for you
- Meet with Best Man, Bridesmaids and Ushers to finalise wedding day plans
- Confirm arrangements with photographers, transport operators, florists etc
- Wear in the wedding day shoes at home!
- Collect wedding dress, veil & accessories
- Pack for honeymoon and ensure tickets have arrived



The big day itself

ENJOY EVERY MOMENT OF YOUR BIG DAY AND LET YOUR WEDDING CO-ORDINATOR ENSURE EVERYTHING RUNS LIKE CLOCKWORK



Vanquish those heart stopping moments
when you think for a split second,
you forgot to book somewhere,
order something or invite someone -
it's time to concentrate on preparing
you for the most memorable
day of your life.

With our health & fitness facilities located at the hotel, there is no better way to get in shape for your big day. Our fitness facilities offer a relaxed, friendly atmosphere, as well as the latest equipment and personal training advice. Of course if sometimes you need to totally escape wedding preparations you could let your stresses float away in our heated pool, or lie back and relax by the pool wrapped up in one of our fluffy towels.

You may wish to indulge in a luxurious massage, tranquil hot stone therapy or a comforting facial to help you relax and thoroughly unwind or even get your make up applied for the big day itself, just ask your Wedding Co-ordinator what we can organise for you.

Relax & REJUVINATE

EXTRA SPECIAL BRIDE & GROOM OFFERS* AT OUR HEALTH & FITNESS CLUB!

- No joining fee
- 1st month's membership free
- 1 free personal training session per person*
- 6 month contract
- 10% off all beauty treatments†

* Terms and conditions apply, offers subject to change.

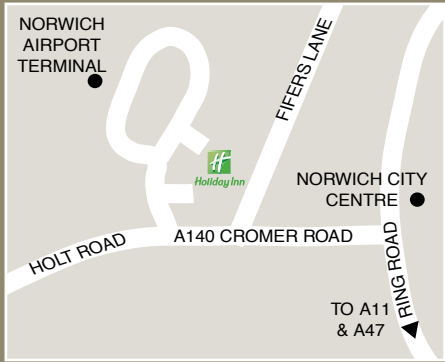
† Treatments available at selected hotels only. Discount applies to treatments by hotel's beauty team only.

• Selected hotels only



Directions

From the A11 (South)
Turn left on the Ring Road
and follow signs for Cromer
and Norwich International
Airport. Turn Left on to A140
(signposted Cromer) and turn
right at the traffic lights
signposted 'Airport Passengers'.
The hotel is then on the right hand side.



From the A47 (West)
Turn off A47 towards Norwich Centre on the A1074. At Ring Road follow signs for Cromer and Norwich International Airport. Turn on to A140 (signposted Cromer) and turn right at traffic lights signposted 'Airport Passengers'. The hotel is then on the right hand side.

From the A47 (East)
Turn off A47 towards Norwich North and follow A1042 (Ring Road) signs to Norwich International Airport and Cromer. Turn right onto A140 then right at traffic lights signposted 'Airport Passengers'. Hotel is on right hand side.



HOLIDAY INN NORWICH-NORTH

Cromer Road, Norwich NR6 6JA

Tel: 01603 410 544 Email: events@hinorwich.com Web: hinorwich.com



Packages Include

- Dedicated Wedding Co-ordinator to assist and advise you every step of the way
- A tailored wedding quote to you within 48 hours for your consideration
- Menu tasting and consultation – meet with our Chef to personalise your menu and ensure it's perfect for your special day
- Your personal Wedding Host, who will be there to assist you every minute of your special day
- No check-in or check-out for the Bride or Groom – let us take care of the paperwork
- Dedicated room for your guests to freshen up
- Base or stand for your wedding cake
- Sword or ceremonial knife for that all-important cake cutting
- Red carpet for your arrival
- Table plans and menu
- Place cards
- Balloons
- Preferred accommodation rates

And our gift to you - Wedding night accommodation for the Bride and Groom and a first anniversary dinner for two in our Concorde Restaurant. *

** Accommodation is offered in a standard room. Please speak with your Wedding Co-ordinator should you wish to upgrade to an Executive Room or our Amy & Wright Brothers Suites.*

Please turn over for package prices



Package Prices

PEARL PACKAGE

Wallbro Suite £3,000

(based on 50 day guests and 80 evening guests)

Halifax Suite £4,250

(based on 70 day guests and 130 evening guests)

Lancaster Suite £5,900

(based on 100 day guests and 180 evening guests)

RUBY PACKAGE

Wallbro Suite £3,400

(based on 50 day guests and 80 evening guests)

Halifax Suite £4,800

(based on 70 day guests and 130 evening guests)

Lancaster Suite £6,500

(based on 100 day guests and 180 evening guests)

DIAMOND PACKAGE

Wallbro Suite £4,000

(based on 50 day guests and 80 evening guests)

Halifax Suite £5,650

(based on 70 day guests and 130 evening guests)

Lancaster Suite £7,800

(based on 100 day guests and 180 evening guests)

PLATINUM PACKAGE (Lancaster Suite only)

Lancaster Suite £9,100

(based on 100 day guests and 180 evening guests)

EXCLUSIVITY PACKAGE

To ensure your wedding is the only function that takes place in the hotel on your special day we can offer you exclusive use of our function suites. This includes the hire of our two remaining function suites, which you can then use for your guests perhaps as a ceremony room and a lounge/children's games room- **£12,995**
(based on 100 day guests and 180 evening guests on the diamond package only)

ACCOMMODATION RATES

Weddings are a wonderful opportunity for friends and family to get together. So why not seize the opportunity and extend your celebrations into the next day over a sumptuous breakfast here at the Holiday Inn Norwich-North.

We are delighted to offer all wedding couples the very special rate of **£90 per room per night for their guests**

This rate is inclusive of value added tax, parking, full buffet breakfast in our Concorde Restaurant and complimentary use of our Triangle Health and Fitness Club including extensive gym, swimming pool, jacuzzi, sauna and steam room. *Please note this rate is only available for pre-booked rooms organised with your Wedding Co-ordinator.*

For guests with further to travel or those just looking to enjoy an extended weekend away, we are also pleased to offer a very exclusive rate of £55 per room for the Friday or Sunday night when the Saturday night is booked at the above rate of £90. Again this rate is inclusive of value added tax, parking, full buffet breakfast in our Concorde Restaurant and complimentary use of our Health and Fitness Club.

Pearl Package

WEDDING BREAKFAST

Cream of vegetable soup

Traditional roast chicken

accompanied with a selection of vegetables and potatoes

Strawberry cheesecake

with pouring cream

Coffee and chocolate mints

PEARL BUFFET

Cocktail sandwiches

Sausage rolls

Vegetable quiche

Selection of vol-au-vents

Potato wedges with a selection of dips

Garlic bread

PEARL DRINKS PACKAGE

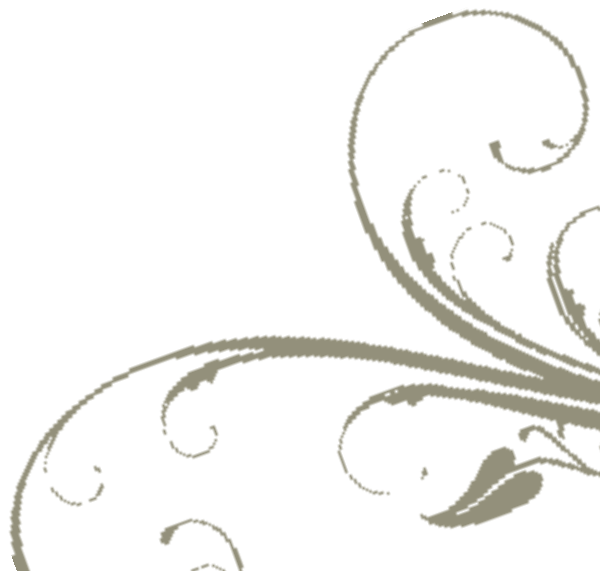
Glass of house wine on arrival

Glass of house wine with meal

Glass of sparkling wine to toast the Bride and Groom

ENTERTAINMENT

Disco from 7pm - 2am



Ruby Package

WEDDING BREAKFAST

Roast tomato and red pepper soup

Lemon sorbet

Stuffed saddle of lamb

served with fondant potatoes and seasonal vegetables with a red wine and rosemary reduction with natural pan juices

Chocolate torte

with vanilla pod ice cream

Coffee and petit fours

Alternative menus are available within this package.

Please see additional insert or consult one of our Wedding Co-ordinators for more information.

RUBY BUFFET

Goujons of plaice

Cheese and onion quiche

Honey roasted cocktail sausages

Vegetable samosas

Cocktail sandwiches

Deep fried mushrooms and blue cheese dip

Savoury herb potatoes

RUBY DRINKS PACKAGE

Glass of Pimms and lemonade on arrival

Glass of house wine with meal

Glass of sparkling wine to toast the Bride and Groom

PERSONALISED CAKE KNIFE

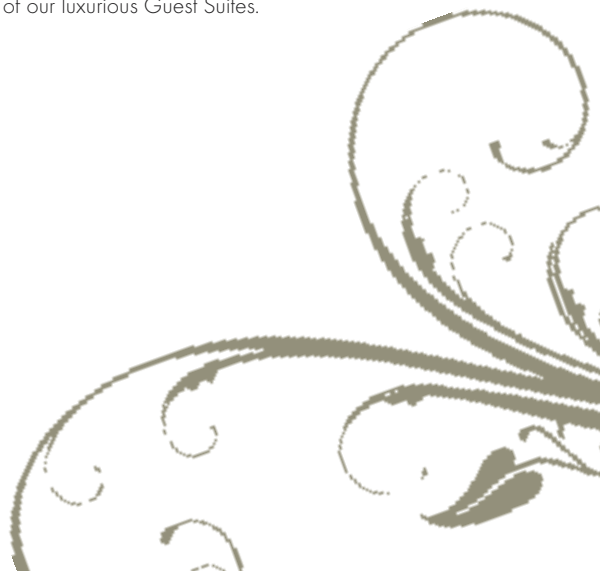
We will organise a personalised cake knife for the cutting of the wedding cake, which is our gift to you as a memento of your special day.

ENTERTAINMENT

Disco from 7pm - 2am

ACCOMMODATION

Included in this package is a complimentary upgrade for the Bride and Groom for their wedding night from a Standard Room to one of our luxurious Guest Suites.



Diamond Package

WEDDING BREAKFAST

Salad of succulent Atlantic prawns
with a sweet pepper mayonnaise served with a baby leaf salad and ciabatta bread

Champagne sorbet

Roast sirloin of beef served
with Yorkshire pudding and beef jus accompanied with a selection of vegetables and potatoes

Pyramid of summer fruit pudding
served with vanilla scented pouring cream

Coffee and petit fours

*Alternative menus are available within this package.
Please see additional insert or consult one of our
Wedding Co-ordinators for more information.*

DIAMOND BUFFET

French baguettes with various fillings

Vegetable samosas

Tortilla pizza slices

Honey roasted cocktail sausages

Barbeque chicken wings

Savoury herb potatoes with a choice of dips

Deep fried plaice goujons with tartar sauce

DIAMOND DRINKS PACKAGE

Glass of Pimms and lemonade on arrival

Glass of house wine with meal

Glass of Champagne to toast the Bride and Groom

PERSONALISED CAKE KNIFE

We will organise a Personalised Knife for the cutting of the cake, which is our gift to you as a memento of your special day.

ENTERTAINMENT

Disco from 7pm - 2am

ACCOMMODATION

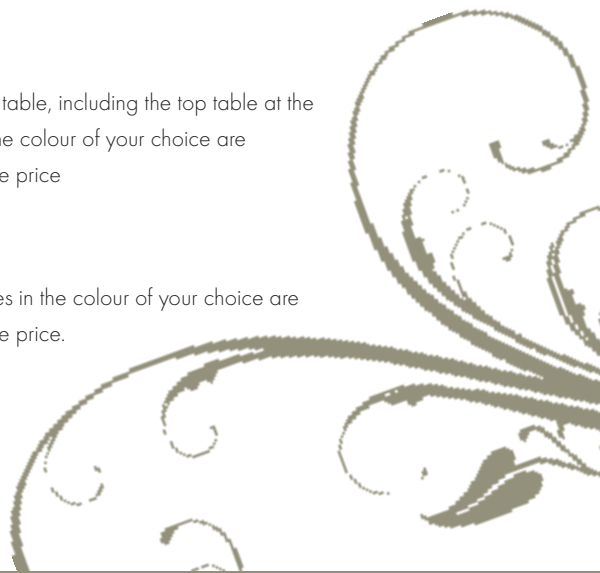
Included in this package is a complimentary upgrade for the Bride and Groom for their wedding night from Standard Room to one of our luxurious Guest Suites.

FLOWERS

Flower posies for each table, including the top table at the wedding breakfast in the colour of your choice are included in the package price

CHAIR COVERS

Chair covers with sashes in the colour of your choice are included in the package price.



Platinum Package *(Lancaster Suite only)*

WEDDING BREAKFAST

Salad of succulent Atlantic prawns
with a sweet pepper mayonnaise served with a baby leaf salad and ciabatta bread

Champagne sorbet

Roast sirloin of beef served
with Yorkshire pudding and horseradish jus accompanied with a selection of potatoes and vegetables

Pyramid of summer fruit pudding
served with vanilla scented pouring cream

Coffee and petit fours

*Alternative menus are available within this package.
Please see additional insert or consult one of our
Wedding Co-ordinators for more information.*

PLATINUM BUFFET

French baguettes with various fillings

Vegetable samosas

Tortilla pizza slices

Honey roasted cocktail sausages

Barbeque chicken wings

Savoury herb potatoes with a choice of dips

Deep fried plaice goujons with tartar sauce

PLATINUM DRINKS PACKAGE

Glass of Pimms and Lemonade on arrival

Glass of house wine with Meal

Glass of Champagne to toast the Bride and Groom

PERSONALISED CAKE KNIFE

We will organise a personalised knife for the cutting of the wedding cake, which is our gift to you as a memento of your special day.

ACCOMMODATION

Included in this package is a complimentary upgrade for the Bride and Groom for their wedding night from a Standard Room to one of our luxurious Guest Suites.

FLOWERS

Flower Posies for each table, including the top table at the wedding breakfast in the colour of your choice are included in the package price

CHAIR COVERS

Chair covers with sashes in the colour of your choice are included in the package price.

TOASTMASTER

We will provide a professional Toast Master to oversee proceedings on your special day.

LIVE ENTERTAINMENT

We will provide and organise a band or tribute act of your choice to play at your evening reception along with a disco*

**price restrictions apply - up to value of £600*



Alternative Menu Options

PEARL PACKAGE

This is a fixed menu only. Should you require a more flexible menu, please see our Ruby or Diamond Packages

RUBY PACKAGE

Slow roasted tomatoes and buffalo mozzarella terrine served with a rocket salad and balsamic vinegar dressing

Balatine of turkey and guinea fowl scented with basil accompanied with fondant potatoes, trio of vegetable bundles and a rich orange sauce

White chocolate and raspberry torte

Coffee and petit fours

DIAMOND/PLATINUM PACKAGE

Salad of smoked chicken served with a roasted hazelnut dressing

Cream of leek soup

Atlantic salmon stuffed with sole, dill and sweet pepper accompanied with buttered new potatoes, glazed carrots, asparagus spears and cauliflower florets

Fresh strawberries and cream

VEGETARIAN OPTION (for all packages)

Sun dried tomato and Portobello mushroom risotto served with deep fried shredded leeks and pecorino

Roquefort, spinach and baby onion tartlet set on a bed of fresh herbs

Vegetarian nut roast set on Boulangere potatoes, topped with chives and roasted vine tomatoes

Tofu and spiced baby vegetables accompanied by a black bean sauce

Vegetable nut Wellington served with a honey and mustard sauce

MINIMUM NUMBERS

Wallbro Suite	50 day guests/80 evening guests
Halifax Suite	70 day guests/100 evening guests
Lancaster Suite	100 day guests/180 evening guests

MAXIMUM NUMBERS

Wallbro Suite	90 day guests/110 evening guests
Halifax Suite	120 day guests/180 evening guests
Lancaster Suite	400 day guests/500 evening guests



Terms & Conditions

Having discussed your requirements and date all you have to do is place a provisional booking with Holiday Inn Norwich-North. Within 28 days of placing the provisional booking we will require a deposit of £500 and written confirmation. We will reply, confirming details of your booking and enclosing your receipt for the deposit paid. Should we not receive a deposit within 28 days we would be obliged to release the provisional booking. Approximately six months before the function date, prices will be confirmed to you and dishes will be agreed.

Prices are correct at the time of printing but may be subject to change. All prices are inclusive of the current rate of VAT, at time of going to print, January 2011.

6 weeks before the function date 95% of the balance of the account is payable (based on expected numbers).

72 hours before your function, final numbers of guests attending are required. If the final number of guests varies from the estimated numbers, then an adjustment will be made at this time.

No room hire charge will be made for a wedding as long as the number of guests on the day equals the minimum required, ie: Lancaster - 100 day/180 evening, Halifax - 70 day/130 evening, Wallbro - 50 day/80 evening.

If the number of guests on the day is less than the minimum agreed for the room chosen, we reserve the right to charge for each person short of the minimum numbers.

If you unfortunately have to cancel your function, The Holiday Inn Norwich-North will require the amount shown below in lieu of cancellation if we are unable to re-sell the date:

- 35% of the expected bill if the Holiday Inn Norwich-North is given less than 6 months notice and more than 2 months notice.
- 75% of the expected bill if the Holiday Inn Norwich-North is given less than 2 months notice.

However if you re-book the function on the same terms at a later date we will make every effort to waive cancellation charges.

50% of the deposit is non-refundable in all circumstances and the remaining 50% is only refundable if the date is re-sold.

The hotel shall not be liable for any failure or delay in performing any of its obligations under this agreement or liable to an attendee or guest for any loss or damage to property if the failure or delay was due to any cause beyond its reasonable control. Including (without limitation) terrorist activity or serious potential for terrorist activity whether within the proximity of the hotel or in the UK or worldwide and directly or indirectly affecting the UK, misconduct or negligence of an attendee, guest or external third party, war or threat of war, civil or political action or disturbance, riot, natural disaster, fire, epidemic, bad weather, terrorist activity (threatened or actual), military activity, governmental or regulatory action, industrial dispute, act of God, failure of power or machinery, failure of or interruption in externally provided services and utilities, and all similar events outside the hotel's control.

I hereby acknowledge and agree to accept these terms & conditions and the contracted numbers on the attached event agreement/booking order

Signed _____

Date _____

Event Date _____

*Holiday Inn Norwich-North is owned by Stardon (Norwich) Ltd.
Registered in Scotland No 281955 with registered offices at 13 Bath
Street, Glasgow, G2 1HY. It is managed by Chardon Management
Ltd under licence from IHG Hotels Ltd.*

