

## *Your Wedding Day at Buchan Braes Hotel*

On behalf of all the staff we would like to congratulate you on your upcoming wedding.

Set in the former RAF camp, in the village of Boddam, the building has been totally transformed throughout into a contemporary stylish hotel featuring décor and furnishings. The Ballroom has direct access to the landscaped garden which overlooks Stirling Hill, making Buchan Braes Hotel the ideal venue for a romantic wedding. Our Wedding Team is at your disposal to offer advice on every aspect of your day.

A wedding is unique and a special occasion for everyone involved. We take pride in individually tailoring all your wedding arrangements to fulfill your dreams. From the ceremony to the wedding reception, our professional staff take great pride and satisfaction in helping you make your wedding day very special.

Buchan Braes has 44 Executive Bedrooms and 3 Suites. Each hotel room has been decorated with luxury and comfort in mind and includes all the modern facilities and luxury expected of a 4 star hotel. Your guests can be accommodated at specially reduced rates, should they wish to stay overnight. Our Wedding Team will be delighted to discuss the preferential rates applicable to your wedding in more detail.

In order to appreciate what Buchan Braes Hotel has to offer, we would like to invite you to visit the hotel and experience firsthand the four star facilities. We would be delighted to make an appointment at a time suitable to yourself to show you around and discuss your requirements in more detail. Please contact the Wedding Team at Buchan Braes on 01779 871471.

We look forward to hearing from you.

The Wedding Team  
BUCHAN BRAES HOTEL



## *Your Wedding Day at Buchan Braes Hotel*

We are delighted to offer a wide range of complimentary services to make your wedding day as trouble free and relaxed as possible:

- ♥ Services of our Wedding Events Team prior to the day.
- ♥ Dedicated Master of Ceremonies to organise your line-up, to make announcements and to oversee the smooth running of your reception.
- ♥ Red Carpet on arrival.
- ♥ Morning provision of a changing room for you and your bridal party.
- ♥ Personalised Wedding Stationery including seating plan, namecards & menus.
- ♥ White Linen Table Cloths and Napkins.
- ♥ Complimentary Function Suite Hire (excluding wedding ceremonies).
- ♥ Cake Stand & Knife for the cutting of your wedding cake.
- ♥ PA System and Radio Microphone for Speeches.
- ♥ Black Star Light Back Drop on Stage.
- ♥ All special dietary requirements catered for.
- ♥ Children's Menu for Under 12's.
- ♥ Children Under 5 years Complimentary.
- ♥ Our Suite for your wedding night, with full Braes Scottish breakfast.
- ♥ Preferential accommodation rates for your guests.



# *Your Ceremony & Reception at Buchan Braes Hotel*



## *Ballroom*

Our Large Ballroom with natural daylight, secluded gardens and a view of Stirling Hill makes this the perfect venue.

The Ballroom can accommodate a wedding ceremony, meal and Reception up to 200 guests



## *Conference Room*

Ideal for wedding ceremonies up to 90 guests and a wedding meal for 80 guests.

## *Wedding Ceremony*

Buchan Braes Hotel is approved and licensed for marriage ceremonies held within the hotel or outside in our gardens, whether the ceremony is religious, civil or humanist. We kindly ask that you organise this directly with a Minister, Humanist or Registrar.

A Room Hire of £300.00 is chargeable should you wish to be married in the hotel.



## *Suggestions to Make It an Extra Special Day*

We would be delighted to offer any of the following packages. Please ask our Wedding Team for further details. Alternatively, you may have your own ideas to make your special day unique and if so, let us know.

- ♥ Treat your bridal party or special guests to Prosecco, Flowers and Chocolates in their room.
- ♥ Begin your first day as Mr. & Mrs. with a Champagne Breakfast served in your Suite.
- ♥ A Pre-Wedding Meal for family and friends the afternoon/evening before the wedding.
- ♥ Hen Parties  
Book your Hen Party with us and receive complimentary room hire. From Afternoon Teas with Prosecco & Cocktails to Sit Down Menus, we can offer an array of options to suit your theme!
- ♥ Showing of Wedding Presents  
Exclusively for our brides we offer our function rooms complimentary, subject to availability, for you to invite family and friends to the hotel to entertain them for the Showing of your Wedding Presents. Catering can be tailored to your personal requirements and all catering must be provided by the hotel.
- ♥ Gift Vouchers  
Looking for gift ideas for your Bridal Party / Parents. Our Gift Vouchers are valid for one year and can be used in our Grillroom, Lounge and for Room Reservations. We can also personalise these for you on request.

## **ACCOMMODATION**

The hotel has 47 luxurious bedrooms in total decorated to the highest possible standard, offering all the hallmarks and comfort of a 4 star hotel. For that extra special touch why not upgrade to one of our Suites, which have been tastefully designed and offer toweling robes and other little extras making them a touch more special.

We offer all guests attending your wedding a Special Bed and Breakfast Rate and please note this is only applicable when booking with the hotel direct. A block of bedrooms can be reserved under the Bride and Grooms name, upon request and subject to availability. Any rooms that remain booked under the Bride and Grooms name 4 weeks prior to the wedding will be released automatically. Guests will be asked for credit card details to secure their accommodation booking. Our Check In is from 2.00pm and Check Out is 12.00 noon.



## *Booking Procedure*

Simply telephone our Wedding Team to check availability. Once you have chosen your date you may provisionally hold this for a period of 14 days. Before confirming, you may wish to visit the hotel to view our facilities and discuss your arrangements with our Wedding Team when we will be able to give you an estimated quote for your wedding.

A deposit of £500.00 and a signed copy of the terms & conditions are required to confirm your reservation. Failure to confirm your booking within the 14 days may result in us releasing your date.

We will contact you approximately four months prior to your wedding in order to make an appointment to discuss your wedding in more detail.

You will then be invited to meet with a member of the wedding team who will be responsible for ensuring your wedding day runs smoothly approx 14 days prior to your wedding. Final numbers will also be confirmed and this is the number for which you will be charged for unless your numbers rise. At this point you will be given an invoice outlining the balance and you will be asked to make a payment taking the balance paid to 90% of the final invoice.

Should you require any further information or need advice on any aspect of your reception in between these meetings then please do not hesitate to contact us.

In the event of a cancellation, you should notify the hotel in writing. Please be advised that your deposit is non-refundable.



## *Buchan Braes Wedding Menu*

Buchan Braes Hotel offers total flexibility when it comes to the menu and drinks packages for your special day

Our Head Chef and his team at Buchan Braes Hotel have designed a selection of quality tailored packages. These are just suggested menus and dishes can be replaced with items from other options.

Should you require choices to be offered then a supplement will be charged. The charges will depend on the item and how many additional choices you require. A vegetarian or any special dietary requirement meal will always be accommodated within the menu price. All prices quoted are inclusive of VAT at the current rate.

Within the packages which follow, a fish course can be included. A quotation for this will be on application. Our Wedding Team will always assist with providing a quotation for your chosen menu.

Our locally sourced options are Haddock, Lemon Sole, Hake, Halibut, Turbot and Monkfish. These can be served with Mornay, Shellfish, Tomato, White Wine or a sauce of your choice.

*We will endeavour to keep the prices quoted for up to 6 months from confirmation, however please be aware that you may be subjected to a price increase, which will be in line with economic circumstances*



## ***Braes Canapé Selection***

Treat your guests to an elegant selection of canapés along with arrival drinks whilst you are having your photographs taken.

*Choice of 3 Canapés @ £7.50 per person  
(All items marked ♥ are served hot)*

### **Seafood**

- Thai Spiced Crab Cakes ♥
- Hot Smoked Salmon on Pumpernickel Bread
- Smoked Salmon Roulade
- Mini Fish and Chips ♥
- Smoked Haddock Terrine and Oatcakes
- Prawn and Leek Tart ♥
- Home Cured Salmon and Dill Brioche
- Langoustine Bisque ♥

*Supplement £3.00*

- Seared Scallops, Black Pudding & Pea Puree ♥
- Breaded Langoustine Tails, Tartar Sauce ♥

### **Savoury**

- Haggis Bon Bons ♥
- Black Pudding Bon Bons ♥
- Duck & Chicken Liver Parfait
- Chicken & Mushroom Vol-au-Vents ♥
- Sticky Honey and Sesame Seed Chipolatas ♥
- Baby Loaded Potato Skins ♥

### **Vegetarian**

- Leek and Smoked Cheddar Quiche ♥
- Red Onion and Goats Cheese Tartlets ♥
- Wild Mushroom Risotto Cakes ♥
- Vegetable Curry Bon Bons ♥

### **Sweet Treats**

- White Chocolate Dipped Strawberries
- Sugar Dipped Fruits
- Cherries Dipped in Chocolate - *season dependable*
- Caramel Gateau
- Macaroon Selection
- Fresh Fruit Tartlets



*Wish Upon a Wedding*  
*£36.00 per person*

Choose one from each of the following courses:

**Starter**

*Honeydew Melon with Strawberry Champagne Sorbet*

**Soups**

*Scotch Broth*

*Lentil & Bacon*

*Butternut Squash & Sweet Potato Soup*

*Potato & Leek*

*Cream of Carrot & Coriander*

*Tomato & Red Pepper*

*Cock-a-Leekie*

*Minestrone*



**Main Course**

*Breast of Chicken wrapped in Bacon, Oatmeal Stuffing*

*Braised Rump of Beef, Haggis Bon Bon, Pepper Cream Sauce*

*Honey Roast Ham & Fresh Pineapple*

*Roast Pork, Sage & Apple forcemeat, Cider Sauce*

*Roast Buchan Turkey, Oatmeal Stuffing, Chipolata Sausages*

*Traditional Beefsteak Pie*



*All served with a Selection of Seasonal Vegetables & Potatoes*



**Trio of Braes Desserts**

Choose two of the following desserts & an ice cream to complement resting on either a meringue nest or shortcake

*Sticky Toffee Pudding with Butterscotch Sauce*

*Fresh Fruit Pavlova*

*Raspberry Cheesecake*

*Crème Brulee*

*Lemon Tart*

*Baked Alaska*



**Tea, Coffee & Tablet**





*Two Hearts as One*  
*£43.50 per person*

**Choose one from each of the following courses:**

**Starter**

*Prawns Marie Rose & Sweet Pepper Cocktail*  
*Duck & Chicken Liver Parfait*  
*Hot Smoked Salmon, Caper & Lemon Salad*  
*Trio of Melon Terrine with Champagne Sorbet*  
*Haggis, Neeps & Tatties, Arran Mustard Sauce*

**Soups**

*Cullen Skink*  
*Broccoli & Strathdon Blue Cheese*  
*Cream of Wild Mushroom*



**Main Course**

*Roast Sirloin of Beef, Yorkshire Pudding*  
*Breast of Chicken, bed of Haggis, Drambuie Sauce*  
*Breadcrumbs Chicken Breast filled with Scottish Brie*  
*Collops of Venison, Juniper & Redcurrant Jus*  
*Gressingham Duck Breast in Piquant Citrus Sauce*  
*Breast of Pheasant, Tarragon Force meat, Red Wine Jus*  
*Monkfish wrapped in Bacon, Tomato Fondue*



*All served with a Selection of Seasonal Vegetables & Potatoes*



**Dessert**

*Warm Chocolate Brownie, Hot Chocolate Sauce, Vanilla Bean Ice Cream*  
*Honeycomb Pavlova, Honeycomb Ice Cream*  
*Strawberry & Kirsch Waldemesiter*  
*(layers of sponge, strawberries and crème patisserie topped with baked soft Meringue)*



**Tea, Coffee & Tablet**



*Happily Ever After*  
*£60.00 per person*

**Seafood Tasting Plate**

*Accompanied with Wholemeal Buttered Bread & Salad*  
*Smoked Salmon, Hot Smoked Salmon*  
*Prawns Marie Rose, Smoked Mackerel*  
*Marinated Squid, White Crab Meat*

**Choice of Soup**

*from*

*Once Upon a Wedding or Two Hearts as One*



**Fillet of Sole Mornay**



**Sorbet of your choice**



**Main Course**

*one choice from the following*

*Fillet of Beef Wellington*

*Fillet of Halibut, Tomato Cream Sauce*

*Baked Fillet of Salmon en Croute, Hollandaise Sauce*



*Served with Dauphinoise Potatoes, Spring Greens, Honey Roasted Carrots*



**Dessert**

*Choice from*

*Once Upon a Wedding or Two Hearts as One*



**Tea, Coffee & Tablet**



## *Children's Menu*

*Make your young guests feel like a prince or princess  
with their own wedding menu.*

*With a choice of two options for each course from the dishes below.*

*Under 5 years dine complimentary  
with 5-12 years priced at £10.00*

### *Loves Young Dream*

Soup of the Day

Melon Fruit Platter

Garlic Bread



Cheesy Penne Pasta

Breast of Chicken Goujons

Haddock Bites

Pork Sausages

*Choice of Chips or Mash & Peas or Beans*



Sticky Toffee Pudding with Butterscotch Sauce

Vanilla Ice Cream



# *Evening Buffet Selector*

Ideal for your evening reception guests, we offer a variety of choices to suit your own individual requirements.

## **Sandwich Selection**

***Platter of sandwiches with a selection of our cold fillings***

- ♥ Cocktail Sandwiches £4.25 per person, per round
- ♥ Tortilla Wraps £4.75 per person, per wrap
- ♥ Open Sandwiches on Wholemeal Bloomer £4.75 per person per round

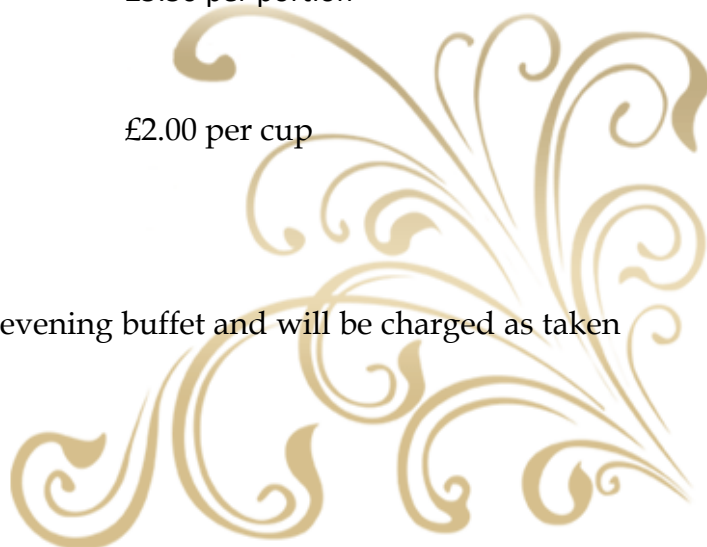
## **Hot Savoury Selection**

- ♥ Braes Mini Pie Selection £3.25 per person  
*Fillings include steak, mince, macaroni, chicken curry*
- ♥ Sausage Rolls £2.60 per portion of 3
- ♥ Chipolata Sausages, Soy Honey & Sesame Glaze £2.20 per portion of 6
- ♥ Breaded Chicken Strips, Dipping Sauce £3.50 per portion of 4
- ♥ Haddock Bites, Tartar Sauce £3.50 per portion of 4
- ♥ Haggis Croquettes, Whisky Crème Fraiche £2.70 per portion of 3
- ♥ Wild Mushroom Risotto Cakes, Chilli Jam £3.25 per portion of 3
- ♥ Warm Garlic Bread £3.25 per portion of 3
- ♥ Creamed Smoked Haddock Baby Baked Potato £3.25 per portion
  
- ♥ Bacon Rolls £4.50 per portion
- ♥ Square Sausage Rolls £4.25 per portion
  
- ♥ Stovies, Beetroot & Oatcakes £6.95 per portion
- ♥ Macaroni & Cheese £5.50 per portion

***Before your guests depart for the evening  
serve up some hot soup of your choice  
served in our Lounge***

£2.00 per cup

A choice of Tea or Coffee is served along with your evening buffet and will be charged as taken at a cost of £3.25 per serving.



# Wedding Evening Receptions

Getting married in the sun? Come home to a Reception with Family and Friends at the Buchan Braes Hotel. From a Hot & Cold Buffet to BBQ Dishes, our dedicated team of Chefs can personalise a menu to cater for your evening guests.

**£37.00 per person**  
*(minimum 50 guests)*

## *Cold Dishes*

Carved Roast Crown of Turkey  
Roast Rib of Buchan Beef  
Continental Cold Meat Selection  
Lemon Chicken Salad  
Warm Broccoli & Strathdon Blue Cheese Quiche  
Honey Baked Ham and Spiced Peach

## *Salads*

Green Salad  
Tunisian Style Cous Cous  
Tomato and Basil Salad  
Curried Coleslaw  
Russian Salad  
Waldorf Salad  
Cucumber and Minted Yoghurt

## *Hot Dishes*

Fillet of Pork Stroganoff  
Fragrant Rice  
Buttered New Potatoes

## *Desserts*

Caramel Gateau  
Chocolate Profiteroles  
Citrus Cheesecake  
Fresh Fruit Salad

## *BBQ Menus*

**£8.50 per person**

Braes Burger  
Hot Dogs  
♥  
Onions, Cheese, Ketchup  
♥  
Selection of Three Salad Bowls

**£10.50 per person**

Braes Burger  
Hot Dogs  
Marinated Pork Loin  
Chicken in BBQ Sauce  
♥  
Onions, Cheese, Ketchup  
♥  
Selection of Five Salad Bowls

**£18.50 per person**

Braes Burger & Hot Dogs  
Marinated Pork Loin  
Chicken in BBQ Sauce  
Sirloin Steak  
Cajun Salmon Parcels  
♥  
Onions, Cheese, Ketchup  
♥  
Selection of Seven Salad Bowls

***Braes Dessert Table £9.00 per person***

*Add a touch of sweetness to your BBQ with an array of seasonal desserts*

Chefs Cheesecake  
Sherry Trifle  
Chocolate Profiteroles  
Caramel Gateau  
Fresh Fruit Salad  
Ice Cream



## *Pre Wedding Menu*

Relax in the surroundings of our Lounge or Grillroom during the afternoon/evening before the Big Day with family and friends and enjoy some of our favourite dishes.

### *Before We Say 'I Do'* *£25.00 per person*

**Cornflake Chicken Breast**  
mixed salad, sweet chilli mayo  
home-made chips

**Breaded Fillet of Local Haddock**  
home-made chips  
tossed salad, tartar sauce

**Beefsteak Pie**  
creamy mash  
seasonal vegetables

**Lasagne Bolognaise**  
Garlic Bread, Side Salad

**Vegetable Lasagne**  
Garlic Bread, Side Salad



Sticky Toffee Pudding  
Butterscotch Sauce, Vanilla Ice Cream

Chocolate Brownie  
Vanilla Ice Cream, Hot Chocolate Sauce

Creamed Rice Pudding Brulee

Lemon Cheesecake



Tea, Coffee, Mints



## Drinks Packages

To help with budgeting, we offer the following drinks packages. However, if you would prefer a customised package for your event, just let us know and we can assist you with this.

All package prices quoted are per adult.	1 - 50	50 - 100	100+
<b>Option 1</b> <ul style="list-style-type: none"> <li>♥ One Glass of Prosecco or Bucks Fizz and your choice of Peroni or Corona on arrival</li> <li>♥ Two Glasses of House Red, White or Rose Wine served with the meal</li> <li>♥ One Glass of Prosecco for the toast</li> </ul>	£19.25	£18.75	£18.25
<b>Option 2</b> <ul style="list-style-type: none"> <li>♥ One Glass of Prosecco or Bucks Fizz and your choice of Peroni or Corona on arrival</li> <li>♥ Three Glasses of House Red, White or Rose Wine served with the meal</li> <li>♥ One Glass of Prosecco for the toast</li> </ul>	£22.25	£21.75	£21.25
<b>Option 3</b> <ul style="list-style-type: none"> <li>♥ One Glass of Alcoholic Fruit Punch or Cocktail on arrival</li> <li>♥ Three Glasses of House Red, White or Rose Wine served with the meal</li> <li>♥ One Glass of Champagne for the toast</li> </ul>	£25.25	£24.25	£23.25
<b>Soft Drinks Package</b> <ul style="list-style-type: none"> <li>♥ One Glass of Schloer Cocktail or Fresh Orange on arrival</li> <li>♥ Two Glasses of Fruit Punch served with the meal</li> <li>♥ One Glass of Red or White Schloer for the toast</li> </ul>	£8.95	£8.50	£8.00

Alternatively to our packages you may wish to bring your own Wine or Champagne. The following corkage charges will apply:

<b>Wine</b>	<b>£12.00 per bottle</b>
<b>Champagne</b>	<b>£15.00 per bottle</b>



# *Wedding Confirmation Form*

We are delighted you have chosen Buchan Braes Hotel as the venue for your forthcoming wedding. Please complete the following information and return with a signed copy of our Terms and Conditions.

On receipt of your deposit a letter will be sent to you from the hotel confirming your booking.

Please complete in **BLOCK CAPITALS**

Brides Name: \_\_\_\_\_

Grooms Name: \_\_\_\_\_

Date of Wedding: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

Email Address: \_\_\_\_\_

Invoice Details (if different from above)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Estimated Number of Guests (adults and children):

Ceremony: \_\_\_\_\_ Meal: \_\_\_\_\_

Evening Reception: \_\_\_\_\_

Deposit Paid: \_\_\_\_\_ Payment Method: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Buchan Braes Hotel

## Wedding and Events Terms and Conditions

The following terms and conditions apply from the date of the attached letter. When the hotel receives confirmation from you, you are accepting these terms and conditions. The terms and conditions apply to the Buchan Braes Hotel Ltd, Buchan Braes, Boddam, Nr.Peterhead, Aberdeenshire, AB42 3AR. You are the person, firm or company booking the event.

### 1. **Payments**

The event must be paid either by cash, banker's draft or any credit card, which the hotel accepts. 90% of the estimated value of your event must be paid seven days prior to your event. Credit Facilities can be applied for by contacting the hotels Account Manager. The hotel will require a deposit of £500.00 to be paid to confirm your booking. If payment is not received within seven days your booking may be cancelled.

#### Payment Schedule

Four months from date of event – payment to be made equating to 50% of expected final bill

7 days from date of event – final numbers given and payment made to bring balance paid to 90% of expected final bill

(please note that the final bill will be based on numbers given at 7 days unless these numbers rise)

Please ensure all invoices are paid on receipt. Any queries concerning the invoice will not affect your obligation to pay the final balance.

### 2. **Cancellations**

If the conference or function is cancelled, the hotel will charge the amounts stated below, this will be based on an estimate for the event:

Cancellation between 12 and 4 weeks before the event – 20% of the total bill

Cancellation less than 4 weeks before the event (including non arrival) – 50% of the total bill

The hotel will endeavour to re-let the conference room and accommodation reserved. If successful the cancellation charges will be reviewed appropriately. The hotel reserves the right to revise prices if numbers reduce by more than 20% from original booking.

### 3. **Licensing and other laws**

The hotel must keep to certain laws including those about fire precautions, entertainment and the consumption of alcohol. Everyone in the hotel must abide by these laws. The hotel holds a copy of all licences and laws.

### 4. **Personal Property**

The hotel will not accept responsibility for loss or damage to your property. Property left in the hotel is at your own risk, unless our staff are deemed to have been careless and the property is lost or damaged as a result. This agreement does not affect any of your rights under the Hotel Proprietor's Act 1956.

### 5. **Storage of Equipment**

The hotel will help you to store equipment, but cannot accept any liability for loss of, or damage to, it.

### 6. **Damage**

You will be responsible for any damage you and any of your guests' cause.

### 7. **Professional Bodies**

The hotel has the right to refuse to admit any photographer, toastmaster, band or any other person employed for your event.

### 8. **Finishing Times**

Any function or conference must finish at the time agreed when the booking is made. An additional charge may be made if the function or conference goes on later than this. The hotel will endeavour to accommodate any reasonable over-runs without a charge. The laws mentioned in Clause 4 must be adhered to.

### 9. **Confirmation**

Final numbers for the event must be given to the hotel 7 days before the conference or event. The amount that will be invoiced by the hotel will be based on the final numbers given or the numbers attended, whichever is greater.

### 10. **Advertising**

The hotel will not object to the printing of hotel details or its phone number in any advertisements.

### 11. **General Liability**

The hotel will not be legally responsible if they do not provide the services in this contract due to the following circumstances:

\*Industrial action by the company's employees

\*Industrial action by the staff of one of the company's major suppliers

\*Fire, lighting, explosion, riot and civil commotion, malicious damage, storm, flood, burst pipe, earthquake and the hotel being hit by anything

\*Postal bookings which do not reach the hotel

\*Breakdown of machinery, or any failure to supply the hotel with gas, electricity, water and so on, outside the control of the hotel

If any of the above occurs the hotel will do their best to avoid any inconvenience to you and your guests.

You or the hotel cannot transfer the legal rights of this contract, which is governed by the laws of the United Kingdom

Company/Contact Name:.....

Date of Function:.....

Signature:.....

Date:.....

# Wedding Checklist

The following checklist may be of use when planning your wedding.

## *12 Months Ahead*

- ♥ Book Ceremony/Reception Venue.
- ♥ Choose Bridesmaid, Best Man & Ushers.
- ♥ Book Evening Entertainment.
- ♥ Book Honeymoon.
- ♥ Organise Wedding Outfits.
- ♥ Book Photographer & Videographer.

## *9 Months Ahead*

- ♥ Book Wedding Cars.
- ♥ Organise Wedding Flowers.
- ♥ Have Dress Fittings for Bride and Bridesmaids.
- ♥ Order Cake and Stationary.
- ♥ Arrange Marriage Licence.

## *6 Months Ahead*

- ♥ Buy Wedding Rings.
- ♥ Draw up Guest list.
- ♥ Confirm Service Details with Minister.
- ♥ Book Hairdresser and Make-up artist.

## **Months Ahead**

- ♥ Contact Buchan Braes Hotel to discuss reception details.
- ♥ Arrange Hen and Stag night.
- ♥ Make a list of acceptance and regrets as they are received.
- ♥ Sent Thank You letters for Gifts as they arrive.

## **4 to 2 Weeks ahead**

- ♥ Final fitting for full bridal outfit.
- ♥ Visit hairdresser with head-dress and practise make-up.
- ♥ Final check on catering, cake, transport, flowers and photographers.
- ♥ Buy presents for attendants.
- ♥ Final details meeting at Buchan Braes Hotel
- ♥ Check Ceremony and Legal requirements.

## **1 week**

- ♥ Have a final rehearsal for wedding ceremony.
- ♥ Double-check all arrangements.
- ♥ Go over guest list with parents.

## **On the day**

- ♥ Enjoy yourselves.
- ♥ Leave the rest to the Staff at Buchan Braes Hotel

## **RESPONSIBILITIES:**

### **Brides Mother**

- ♥ Arrange printing, and send invitations
- ♥ Order wedding cake and cake boxes
- ♥ Arrange reception and entertainment for evening
- ♥ Hire photographer and video company
- ♥ Florist for church, reception and bouquets
- ♥ Arrange display of presents
- ♥ Hire Cars

### **The Bride**

- ♥ Choose Bridesmaids
- ♥ Select dress for Bridesmaids and yourself
- ♥ Book hair appointments
- ♥ List wedding presents preferred

### **The Bridesmaid**

- ♥ Choose clothes with Bride, and help dress on the day
- ♥ Chief Bridesmaid to take Brides bouquet during
- ♥ the ceremony
- ♥ Hand out favours at reception

### **Brides Father**

- ♥ Double check transport arrangements
- ♥ Order Highland or Morning Dress
- ♥ Prepare the toast to the "Bride and Groom"

### **The Groom**

- ♥ Arrange ceremony
- ♥ Choose Bestman
- ♥ Hire Highland or Morning Dress
- ♥ Order flowers for Mothers and gifts for the Bridesmaid and Bestman
- ♥ Obtain registrars certification if needed
- ♥ Arrange travel for honeymoon
- ♥ Arrange cars to and from church
- ♥ Prepare response to "Bride and Groom" toast,
- ♥ and propose toast to "Bridesmaids"

### **The Bestman**

- ♥ Look after the rings and organise cars from the church
- ♥ Reply on behalf of the "Bridesmaids" toast.
- ♥ Return the Groom's and own Highlander Morning dress

### **Toast to the Bride & Groom**

- ♥ Normally proposed by the Father of the Bride and the reply is made by the Groom

### **Toast to the Bridesmaids**

- ♥ Proposed by the Groom, after his reply to the first toast.. The response is made by the Bestman

### **In Closing**

- ♥ A close family friend may wish to speak

# *Helpful Contacts for your Wedding Day*

## **BANDS:**

Pepperpot	Brian Lyon	01241 875311
The Big Show	Rob	01224 691533
Glitz	Mairi	07967 370956
Crystal Clear	Jim	01330 860292
Quattro	Lisa	01330 860505
Shindig	Stuart Whyte	01771 637656
Stone Cold Sober	Gary Smith	01569 731618
Graham Geddes Band	Graham Geddes	01224 742103

## **DISCO'S:**

Absolute Disco	Chris	01771 624616
Flowtation Music	David Henderson	07957 151911

## **PHOTOGRAPHERS:**

Malcolm Glennie	Malcolm	07837 128275
Philip Stewart Photography	Philip	01346 532350

## **VIDEOGRAPHERS:**

Orchard Wedding Films	Cheryl & Steve	<a href="http://www.orchardweddingfilms.co.uk">www.orchardweddingfilms.co.uk</a>
Eternal Production	Darren Campbell	01779 813085 07817 422125

## **FLORISTS:**

Flower Shop	Amy	01779 474318
Flower Expressions	George	01779 491100

