

# Baby Showers & Christenings

Collect memories not things...



For your Baby Shower or Christening , let us pamper and indulge you and your guests.

To set up an appointment and visit our property, please contact

Sylwia Jedrzejewska  
Functions Manager  
02380 224517  
[sylwia@bluekeyshotel.co.uk](mailto:sylwia@bluekeyshotel.co.uk)

### All packages include:

Your private room and garden between 11am - 3.00pm

Linen tablecloths

China, silver and glass service

All tables, including this for cake and gifts

All necessities for cake service

Tea, Coffee and Water Station

On Site, experienced and Professional Event Co Ordinator

\* Terms & Conditions apply.

Allergens information: We welcome enquiries from any customers who wish to know whether any meals contain particular ingredients  
Contact the hotel for more information.



## Tea Party £7.50<sub>per person</sub>

Assorted Gourmet Teas  
Chefs selection of Open and Closed Tea Sandwiches  
Scones, Jam and Clotted Cream  
Sliced Fruit

## Canapés

Canapés are served for 1 hour 30 mins after party  
commencement time

4 items per person with 4 canapé choices - £7.50pp

5 items per person with 5 canapé choices - £8.50pp

### Cold Selections -

Mini Bruschetta  
Stilton and Honey Bites  
Tandoori Chicken Papadums  
Tomato and Mozzarella Bites

### Hot Selections -

Mini Quiche  
Salt & pepper squid with garlic mayonnaise  
Chicken Meatballs with satay sauce  
Mini Cottage Pies  
Pigs in Blankets

## Buffet Style Brunch

£9.95<sub>per person</sub>

Fresh Orange Juice,  
Hot buttered farmers toast,  
Natural Yoghurt,  
Flavoured Yoghurt & Granola pots,  
Fresh fruit,  
Croissants,  
Muffins,  
Bagels with cream cheese,  
Fluffy scrambled Eggs with Scallions, Assorted  
Mini Quiche &  
Breakfast Style Potatoes,

## BBQ £13.50<sub>per person</sub>

Angus Beef/Veggie Burgers  
Sausages  
Garlic Chicken Drumsticks  
Porks Medallions  
Kebabs  
Baked Potatoes with Sour Cream  
Fried Onions

Garden Salad  
Coleslaw  
Pasta Salad  
Potato Salad  
White/Brown Rolls  
Butter Portions  
Condiments



# Beverage Options...

## Welcome Drinks

from £2.50 per person

Including options of Prosecco, Cranberry and fresh berries,  
Champagne with strawberries,  
Draught Beer, House wine, Soft drink, Juice or water.

## Beverage Package 1 - Guests Bar

From the moment your guests arrive till the night is over your guests  
will purchase their own drinks at the bar.

## Beverage Package 2 - Bar Tab

We encourage you to choose your own options for your bar tab.  
You can include basic beer and wine or you may want to include spirits or  
a special bottle of wine or sparkling for the night.

## Beverage Package 3 - Table Selection

You select a specific number of bottles of wine and beers for placing on tables.

## Terms & Conditions

1 Confirmation of Booking/Deposit Tentative bookings will be held for a maximum of 5 working days only. A NON Refundable deposit of £150.00 and signed Event Contract/Credit Account Applications are required to confirm your booking. If the deposit is outstanding past the due date, the tentative booking may be cancelled.

2. Payment Schedule: Initial NON Refundable Deposit of £150.00 with final balance paid 7 days prior.

3. Final Numbers: Must be notified seven (7) days prior to the function. Any reduction in attendance numbers subsequent to notification of final numbers will be subject to charging at the full contract amount.

4. Venue Hire is complimentary with menu selection and Exclusive venue hire is as per price of application and availability.

5. Final Details are required at least fourteen (14) days prior to your event with final number due seven (7) days prior.

6. Cancellation Policy: We would be disappointed if you were to cancel your event with us, however we realise that circumstances occasionally make this necessary.

If the event is cancelled the following conditions will apply:

NOTICE OF MORE THAN 60 DAYS. Your deposit will be refunded provided that the booked space is subsequently re-booked

NOTICE OF 60-30 DAYS. 50% of your deposit will be refunded, provided that the booked space is subsequently re-booked

NOTICE OF 30 DAYS OR LESS. Due to the costs incurred, at this stage, unfortunately no refund can be made. A further cancellation fee equal to 20% of the total value of the event, will be made at the direction of the general manager of The Blue Keys Hotel and will be payable immediately at the request of the general manager. The Blue keys Hotel is not responsible for the cancellation of the event due to any reason beyond its reasonable control including industrial dispute.

NOTICE OF 5 DAYS OR LESS. In the event of cancellation made within 5 working days of the event, full room hire will be charged along with 50% of food and beverage items

NOTICE OF 48 HOURS OR LESS. In the event of a cancellation made as late as 48 hours (i.e. 2 working days prior to the function date, the organiser will be charged the total quoted price of the function.

7 Special Dietary Requirements: The Blue Keys Hotel will endeavour to reduce all risks associated with the special dietary requirements specified by the client

8 Change of date: We understand that you may need to change the date of your function we will attempt to fit in with any changes of date where space is available. Your deposit will be rolled over on the new dates. If the requested dates are not within 30 days of the original dates booked, then the change will be treated as cancellation (see cancellation terms and conditions)

9 Change of Circumstance: Whilst every reasonable effort will be made to ensure that your function will proceed on the date you have nominated, we reserve the right to cancel your function due to change in circumstances/unforseen Act of God which may be within or outside our control. As soon as we become aware of any such change in circumstances, we will notify you that your function is cancelled and we will refund your deposit in full. Your damages in respect to any cancellation are limited to the amount of the deposit and you have no further claim against us for any further damages or loss that you may suffer as a consequence of the cancellation.

10 Function Timing: It is the client's responsibility to ensure that the function begins at the specified time. If the function begins after the specified time, it will still be subject to the finishing time specified on the Event Order unless Management agrees otherwise.

11 Prices (Prices are inclusive of VAT) Prices are applicable for functions held from 1st January 2019 – 31st December 2019 and are inclusive of VAT.

12 Exclusive Bookings: For Exclusive bookings, one night's accommodation per room is required 30 days before the event. If the one night accommodation is not received, and the rooming list is not received, The Blue Keys Hotel reserves the right to release the rooms that are held. Cancellation notice for Exclusive Weddings is 30 days without exception.

17 Conduct of Event: The patron agrees to begin its event at the scheduled time and agrees to have its guests, invitees, and other persons vacate the designated event space at the closing hour indicated. If the motel has reason to believe that the event or any part of it will affect the smooth running of the motel

business, its security or reputation, the management reserves the right, to cancel the event or any part of it at its discretion and without notice or liability.

The event shall be conducted in all respects in an orderly and lawful manner and in accordance with the conditions attached to the hotels licences granted pursuant to the Licensing Act 2003. The Hotel reserves the right to terminate the event immediately in the case of any costs, damages or expenses whatsoever arising from such termination. The Hotel reserves the right to exclude or remove any and all undesirable persons from the Hotels premises without liability.

18 Noise Restrictions: As The Blue Keys Hotel is adjacent to residential houses, noise restrictions are applicable as specified on our liquor licence. Amplified music/noise is NOT permitted in any outdoor area. The recommended band size is a maximum of 3 pieces. All entertainment in every form must be discussed with the event co-ordinator and approved by the General Manager prior to your function. Management reserves the right to refuse approval of entertainment in any form prior to the event if it does not conform to the guidelines required by The Blue Keys Hotel. Due to licensing laws all entertainment & drink service must conclude by 1.00am (Friday and Sunday).

20 Premise Licence/Alcohol Service: The Blue Keys Hotel operates under the terms and conditions of an on premise Licence. In accordance with the Liquor Act, responsible service of alcohol is practised. Alcohol will not be served to guests under the age of 18 years or intoxicated guests. Management reserves the right to request proof of age identification from any function guest. Any guests deemed to be intoxicated or disorderly will be requested to leave the premises, refusal to vacate the premises on request will result in Law enforcement being called and hefty fines may be applicable (As per the Liquor Licensing Laws). Last

Drinks will be called at 11.00pm (or at the discretion of Bar staff & Management) and Drinks service ceases by 11:20pm. Events must conclude by 11:30PM and guests vacate by Midnight. The Blue Keys Hotel is not a B.Y.O. venue, NO OUTSIDE ALCOHOL is to be consumed in the venue, car park or vacant allotment. Patrons caught doing this will be asked to vacate the premises as per Liquor Licensing Laws and this can result in the Function/event being shut down and all patrons being asked to vacate the venue. It is the responsibility of the client to ensure that all guests are aware of these conditions by way of advance notice before the function or announcing it on the Day/Night of the function.

21 Personal Effects: The Blue Keys Hotel prides itself on caring for guests and their belongings. However, we cannot accept responsibility for damage or loss of items left at The Blue Keys Hotel before, during and after an event.

22 Indemnity and Liability The customer indemnifies The Blue Keys Hotel from all losses, claims, actions, demands, proceedings, damages, costs, charges and expenses (including consequential damages and losses) in respect of or in relation to the death of or injury to, illness of any person or loss of, or damage to property to the extent that such loss or damage is caused by the negligent or wilful act or omission of the Customer or its employees or agents in relation to the performance of this agreement.

24 Breakages / Damages: Clients are financially liable for any damage sustained to the venue by the action of their guests or outside contractors. All breakages, damages and The Blue Keys Hotel property removed from the premises will be charged to the client in full. Any damages including carpet stains will be charged to the client in full.

27 Function guests staying in house. (NO PARTY POLICY) The Blue Keys Hotel has a 'NO PARTY POLICY' in rooms. Any in house guests caught hosting gatherings or parties in their rooms will be asked to leave immediately and will be charged for the accommodation and any damages caused.

28 Confirming your Event booking Event bookings are only confirmed once the 'Event Booking Form' and the 'Terms and Conditions' have been filled out in FULL and returned to the Events Manager and the terms and conditions of the booking have been met. I Acknowledge and accept the above policies and would like to confirm my booking