

Private Dining and Parties

Thank you for considering the Kings Manor Hotel for your function. We care about your event being a success and will be delighted to help you in any way possible.

The hotel is the ideal venue to hold that special occasion whether it is a birthday, engagement or wedding anniversary party, a dinner or christening or other special event.

The Lothian Suite is an ideal location for any event. The largest of our suites it has a large dance floor, private bar, large lounge area and its own en-suite toilets. The room is also air-conditioned. This suite can hold up to 120 people for a party and approximately 80 for a formal dinner.

The Treetops Suite is a bright and airy room on the first floor. It is not available for dancing, however, it would make a perfect venue for that all important lunch or dinner or family events such as christenings. This suite can hold approximately 40 for a formal sit down meal.

A standard room hire charge of £75.00 applies to all functions.

Information on all our packages can be found in the following pages, however, if there is something you are looking for that we don't offer in our packages please do not hesitate to ask and we will be happy to discuss your requirements. We have separate brochures available for weddings.

We highly recommend you book appointments, to guarantee a time when we can give you our full assistance and that the suite is available for viewing, with one of our experienced managers who will be delighted to discuss all your requirements for your event.



The Menu

All prices are current and will be valid up to 31st December 2023 and V.A.T. is included in all prices at the current rate.

BUILD YOUR MENU

Build the perfect menu for your special occasion by selecting 3 options from each course on the following page.

This is the menu from which your guests will pre-order.

This menu will be charged £27.00 per person.

* If you do not want to pre-order for your event the following options are available:

1. Offer your guests a menu with 1 choice from each section at no additional charge
2. A menu with 3 choices from each section without a pre-order would incur a £5.00 supplement per person

FOOD INGREDIENTS

GM Foods. It is our policy to avoid, whenever possible, genetically modified (GM) foods.

However, since some items are purchased by the hotel in a partially prepared state we cannot guarantee that any foods are totally *GM* free.

Vegetarian items are marked with a **V**. **Vegan** items are marked **VE**.

Coeliac Friendly items are marked with a **©**. These dishes are prepared using gluten free products, however, are not prepared in a gluten free environment. Some dishes can be adapted to suit a coeliac diet.

Nuts and Allergies. Many dishes may contain nuts. Guests with an allergy to nut products should exercise care and discuss any allergies with the Duty Manager so that we can guide you towards foods with minimal risks.



Soups & Starters

Choice of Homemade Soups (All **VE**. All **☺**) (select one soup)

(leek & potato, tomato & roast pepper, carrot & coriander, lentil, green split pea, sweet potato & basil, curried parsnip)

Grilled Black Pudding with a wholegrain mustard sauce

Pan-fried Beetroot & Goats Cheese Salad with herb croutons **V**

Grilled Haggis with a whisky cream sauce topped with sweet potato crisps

Smoked Salmon Bruschetta tomatoes and red onion bound in basil oil served with toasted sour dough bread

Salmon Fishcakes with dressed leaves, lemon & homemade tartar sauce

Traditional Prawn Cocktail

Tomato, Red Onion & Basil Bruschetta on toasted ciabatta with a balsamic dressing **V**

Main Courses

Breast of Chicken with Haggis served with a peppercorn cream sauce

Pork Roulade fillet of pork filled with apple & black pudding wrapped in bacon with a wholegrain mustard sauce

Baked Fillet of Salmon with a white wine dill & mussel cream sauce **☺**

Steak and Ale Pie chunks of scotch beef cooked in ale topped with puff pastry

Oven Baked Loin of Cod served on sautéed potatoes, chorizo sausage finished with a tomato, red onion and basil salsa

Lamb & Root Vegetable Casserole cooked in a red wine & rosemary sauce **☺**

Baked Fillet of Trout with a Cajun spiced butter

Cauliflower, Kale & Butternut Squash Wellington with spiced tomato sauce **VE**

Sweet Potato, Spinach and Red Onion Marmalade Seeded Tart **VE ☺**

Chickpea and Vegetable Curry chickpea, courgette, green beans and butternut squash cooked in Indian spices served with cumin and coriander rice topped with fresh chilli **VE**

Vegetable and Potato Selection

(Select one from potato and one from vegetable)

Potato

Creamed Mash Potato

Boiled New Potatoes

Roasted New Potatoes

Vegetable

Roasted Root Vegetables

Baton Carrots and Green Beans

Cauliflower and Broccoli Florets

Roasted Mediterranean Vegetables

Desserts

Trio of Ice Cream **VE**🍷 *Vanilla, Belgian Chocolate, Strawberry*
(Select one sauce chocolate, toffee or strawberry sauce)

Selection of Sorbet with fruit compote **VE**🍷

Banoffee Pie topped with chantilly cream and sweet cinnamon **V**

Sticky Toffee Pudding with butterscotch sauce & vanilla ice cream **V**

White Chocolate and Blueberry Bread & Butter Pudding with vanilla custard **V**

Warmed Chocolate Brownie with a rich chocolate sauce & vanilla ice cream **VE**🍷

Choice of Cheesecake served with fresh whipped cream & fresh berries (*select one flavor*)
(raspberry & white chocolate, dark chocolate orange, white chocolate & baileys)

Choice of Crumble served with vanilla custard **V** (*select one flavor*)
(apple, raspberry & champagne, pear & ginger, rhubarb, mixed berry)

Choice of Crème Brulee with butter shortbread **V** (*select one flavor*)
(vanilla, raspberry, Baileys)

Mango Sorbet with fruit compot **VE**🍷

Chocolate and Raspberry Tart server with vegan vanilla ice cream **VE**🍷

All served with Freshly Brewed Tea & Coffee with Mint

The Buffet Selector

The aim of the buffet selector is to allow you to compile a menu to suit your requirements and budget.

Tea and Coffee can be added to any of our buffet menus at **£2.25** per person.

Buffet

Assortment of Freshly Cut Sandwiches **OR** Bacon Rolls
Cocktail Sausage Rolls (2)
Assorted Pizza (2)
£9.50 per person

Additional Buffet Selections

Vegetable Pakora (2) **VE**

Goats Cheese & Red Onion Tartlet **V**

Mac 'n' Cheese Bites (3) **V**

The above options can be added on at £2.25 per person per item

Chicken Skewers (2)

Haggis Bon Bons (2)

Mini Peppered Steak Pies (2)

The above options can be added on at £2.75 per person per item

Fork Buffet Selection £18.50 per person

Select one dish from **Choice 1** and one dish from **Choice 2**

Choice 1

Chilli Con Carne with basmati rice **©**

Beef Lasagne

Chicken Curry (medium hot) with basmati rice

Sausage & Onion Stovies

Choice 2

Macaroni Cheese **V**

Vegetable Lasagne **V**

Chickpea & Dahl Curry with basmati rice **VE©**

Baked Potatoes with baked beans & cheese **V©**

All served with Tossed Salad, Coleslaw, Roast Vegetable Pasta Salad & a selection of Cold Meats

Arrival Drinks Package

Glass of Prosecco, Bottle of Beer or Soft Drink

£5.50 per person

If you would like an alternative drinks arrangement we would be happy to discuss options.

Wine corkage charges – still - £12.00 per bottle, sparkling - £15.00 per bottle.

Additional Room Decoration

Floral arrangements for table centre pieces - £35 per arrangement

White Linen Napkins - £1.00 per napkin

Chair Covers - £4.50 per chair, with a set up/ laundry fee of £25.00 (subject to suppliers availability)

Example Childrens Menu

**Charged at £10.50 per
child aged 4-12 years**

Children aged 3 and under are accommodated
free of charge at Celebrations at The Kings Manor.
We can provide high chairs, heat baby food etc, all
free of charge

Starters

Chefs Soup of the Day **VE**



Heinz Tomato Soup **V**



Toasted Garlic Ciabatta **VE**



Cucumber Sticks with Spiced Hummus **VE**

Main Courses

Crispy Battered Cod Goujons with Chips & Peas



Crispy Chicken Breast Nuggets with Chips & Beans



**Meatless Meatballs Pasta in a Tomato Sauce
with Garlic Ciabatta & Salad** **VE**



Cheesy Pizza with Chips & Salad **V**



Bangers & Mash with Beans

Desserts

Chocolate Sundae **V**



Strawberry Sundae **V**



Mini Donuts **V**



2 Scoops of Ice Cream **V**



Melon & Pineapple Chunks **VE**

Booking Terms and Conditions.

Confirmations:

Provisional booking can be held for 14 days from date of booking.

To confirm a provisional booking a deposit of £150.00 is required. The booking is confirmed on receipt of the deposit and a signed copy of these terms and conditions. Payment of this deposit and the signed terms and conditions contract will acknowledge acceptance of our booking conditions and an official receipt will be issued.

All deposits are non-refundable.

For any reservation remaining unconfirmed after 14 days, the Hotel reserves the right to automatically release the booking. If you wish to extend the 14 day period please contact a Duty Manager before the 14 days expired.

Payment:

All functions must be paid by 1 week in advance.

We accept payment by cash, credit and debit card. Payment is deemed to have been made when cleared funds reach our bank account.

Timetable:

We would hope to have all the final details with regards to all packages, menus and final numbers chosen 4 weeks prior to the date of your celebration.

3 weeks prior to your celebration a pro-forma invoice will be issued for the final balance.

Settlement of this is required 1 week prior to the date of the function. A pre order will be required for all adult meals 1 week prior to the function. Children will be able to order on the day,

Should the funds for payment not be cleared through the Hotels bank account 5 working days prior to the day of the celebration, the hotel retains the right to withdraw the facilities and services offered with the deposit being forfeited.

Should the services provided on the actual day exceed those charged on the pro forma invoice, the remaining balance must be settled on the day of the event/ celebration.

Final Numbers:

Increases in numbers from 1 week prior to the day of the event must be paid for at the time of notification.

Changes in numbers etc after 1 week prior may be notified after this date but no reduction in charges will be made at this late stage.

Cancellations:

If you cancel at short notice it is unlikely that we will be able to take a replacement event booking and in such circumstances the following cancellation charges will apply:

From booking date to 1 week prior to your celebration – your deposit is forfeited.

1 week prior to and 48 hours prior to the day of celebration – a 50% refund will be made.

48 hours or less - - no refund will be made.

VAT:

All quoted prices are inclusive of VAT at the current rate and are subject to change without prior notice. The rate of VAT in place at the date of the event is the rate that applies to the account.

Discos & Bands:

Those clients wishing to have the services of a disco are obliged to use our **Resident disco only**. On occasion in the past other disco suppliers have played at such a level that they have disturbed our neighbours and hotel guests as a result of which we must adhere to certain noise levels agreed between the Department of Environmental Services and ourselves. These restrictions also cover the employment of a band and clients may arrange their own and must advise them that the band must adhere to any instructions given by the hotel management.

Damage:

The client is responsible to Kings Manor Hotel for any damage or loss of business caused by the client or his guests, agents, employees etc.

Clients are able to have our function suites decorated for their event; however we respectfully request that blu-tack is used only on hard painted surfaces under the prior agreement of the Duty Manager.

We do not allow the use of bouncy castles, ball pits or other inflatable items

Licensing:

The client will be responsible for ensuring that no alcoholic beverages are supplied to any guest under the age of 18 years. Please note that guests who are fortunate to look under the age of 25 may be required to provide photographic id.

Any guest in breach or attempting to breach these laws will be asked to leave with immediate effect.

Hotel Responsibilities:

All reasonable care will be taken with any items left in our care, however: -

The Kings Manor Hotel or its employees will not be held responsible for any loss or damage of any gifts.

The Kings Manor Hotel or its employees will not be held responsible for any damages to your cake.

Date Restriction:

There are certain dates in the year e.g. Christmas Eve and Day, Hogmanay and New Years Day, which will incur a price supplement. Please see a Duty Manager for more details.

Food and Beverage

No wine, spirits or food products may be brought onto the premises and be consumed by clients or guests on the premises of Kings Manor Hotel without the prior written agreement of Kings Manor Hotel. A corkage charge will apply for any still or sparkling wines brought onto and consumed on the premises.