



HURTWOOD PARK

The Perfect Party



YOUR PARTY PACKAGE

EXCLUSIVE VENUE HIRE

During peak months May to September inclusive & December: £2500

During off-peak months January to April inclusive and October & November: £1000

Monday to Thursday by negotiation

All prices are subject to VAT.

Venue Hire does not include food and drink, this will be quoted separately.

A deposit of £500 is required to secure your booking.

INCLUDED IN THE VENUE HIRE:

- Exclusive use of the venue until 1am
- Tables & chairs
- Ivory or Black table linen
- Place settings (including crockery & cutlery)
- All necessary glassware
- Service of accompanying wines and drinks.



OPTIONAL EXTRAS WE CAN OFFER



- Fully licensed and staffed bar
- Corkage packages
- Marquee Hire
- Alternative Tables & chairs
- Bespoke linen, crockery or cutlery
- Glamping
- Continental Breakfast (when glamping)
- Use of own caterers (if not using one of our preferred caterers a surcharge will apply)
- The option to extend function end time to 1am



PREFERRED CATERERS



TERMS AND CONDITIONS

1. All prices quoted in our special quotation are correct at time of writing. We reserve the right to alter price or quotation at any time prior to the function. An alteration in price will only occur if we suffer an increase in our costs, and/or your requirements change.
2. Bar and wine prices are correct at the time of printing, but such items are subject to alteration without notice.
3. Approximate numbers of guests must be supplied on booking your function and a guaranteed number of guests are required at least five days before the function.
4. The charge will be based on the guaranteed number or the actual attendance, whichever is the greater.
5. A deposit of £500 will be taken as confirmation of booking. The remaining amount must be paid in full at least 14 days prior to the event.
6. Cancellation of bookings: If you cancel your function, you will be subject to cancellation fees as set out below.
Cancellation fees:
Up to 28 days before the function – 20% of the total price plus the deposit.
Between 28 days and up to 7 days before the function - 50% of the total price plus the deposit.
7 days before the function – 100% of the total price plus the deposit.
7. Prices are subject to Value Added Tax unless marked otherwise.
8. The hirer is responsible for all breakage or loss of equipment, stock and/or hire furniture, or any damage caused whatsoever to the clubhouse and its surrounds during the period of hire. These will be charged at replacement cost.
9. Hurtwood Park Polo Club shall not be liable for any non-fulfilment due to causes beyond the owner's control.
10. Hurtwood Park Polo Club will not be held accountable for anyone who fails to bring to our attention any food allergies
11. No confetti is allowed in the venue.

