

Everything you want your Wedding to be...

At the Hilton Portsmouth every Wedding begins as you might expect -with a proposal. You tell us exactly what you want, ask a question whenever it occurs to you, and our experienced Wedding Co-ordinator will do the rest, and plan your day to perfection. It's our job to help you relax, enjoy your special day, and remember it for all the right reasons.

We are licensed to hold civil weddings and partnerships from up to 220 guests, ideal for those who wish to celebrate it all under one roof.

Our hotel has a varied selection of fine wedding suites for you to choose from, so we can cater for weddings of all sizes.



We are delighted that you are considering the Hilton Portsmouth as your Wedding Venue. The following information provides an overview of our facilities and services, together with comprehensive menus and additional suggestions to create an exceptionally memorable day.

Our Package

Here at the Hilton Portsmouth you can enjoy flexibility in your Wedding Package with the following extras included:

- Your own Hilton Wedding Advisor
- Master of Ceremonies
- Your tailored Wedding Plan and full quote within 48 Hours
- Red Carpet on Arrival
- White Table Linen
- Posting of your Daytime Invitations
- Trial of your Wedding Breakfast Menu for the Bride & Groom and 2 guests
- Complimentary Overnight Accommodation for the Bride & Groom including Breakfast – Upgrade to a Hilton Suite for a small additional fee
- Special Overnight Accommodation Rates for your Guests
- Complimentary Changing Room for the Wedding Party
- Professionally presented seating plan, place cards and menu cards
- Use of single tier Silver Cake stand and knife
- Complimentary Overnight accommodation for your 1st Anniversary when dining in our Restaurant.



Civil Ceremony & Civil Partnership

The Hilton Portsmouth is licensed to hold Civil and Partnership Ceremonies. The Portsdown Suite is licensed for 70 guests and the Mountbatten Suite is licensed for 220 guests. Each ceremony takes between 15 minutes and ½ an hour and both rooms are closely situated for your Reception Drinks to take place in either the Tradewinds Lounge or outside in the hotels courtyard.

The maximum numbers for each room includes the registrar and the Wedding Couple.

A Room Hire charge is applicable for the Ceremony Room. Costs are as below

Portsdown Suite (max 70 guests)	Sunday – Thursday £200.00	Friday, Saturday & Public Holidays £250.00
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Mountbatten Suite (max 220 guests)	Sunday – Thursday £275.00	Friday, Saturday & Public Holidays £375.00
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Booking of the Registrar is the responsibility of the Wedding Couple

Portsmouth Registry Office
Milldam House
Burnaby Road
Portsmouth
PO1 3AF
023 9282 9041



Your Wedding Breakfast

We understand that choosing a Menu for a large party can be a difficult task.

With this in mind, we have devised the following dishes, which we believe are well balanced, and imaginative, giving you a good choice and hopefully satisfying all tastes.

However, we understand that you may like something different and we will be pleased to discuss alternatives to suit your particular requirements.

We do ask that you choose one menu for the whole of your party, unless of course you have guests with special dietary needs. This is to enable us to provide you with the best service.

The price of each main course includes a choice of 1 starter, 1 dessert and Coffee with Chocolate Mints.

STARTERS

Roasted Vine Tomato Soup
Finished with a Basil Cream

Carrot, Coriander and Parsnip Soup

Wild Mushroom and Chestnut Soup
Drizzled with Truffle Oil

Smoked Salmon and Tuna Roulade
With a Lemongrass and Lime Dressing

Crab, Prawn and Linguine
Bound in a Lemon Mayonnaise with Cucumber Salad

Venison Pate, Plum and Vintage Port Chutney
With Wholemeal Bread

Chicken Liver and Foie Gras Parfait
Served with a Toasted Orange and Dill Brioche

Mediterranean Vegetable Terrine
With Rustic Salad

Galia Melon
Filled with Pink Grapefruit Sorbet

Plum Tomato, Mozzarella and Basil Salad
With Blueberry Dressing

MAIN COURSES

Corn-Fed Chicken Breast

Wrapped in Smoked Bacon filled with Spinach,
Mushroom & Sweet Potato with a Tomato and Basil sauce
£30.00

Roasted Chicken Supreme

Filled with Asparagus,
Savoy Parcel and Smoked Bacon Mash
£30.00

Pork Tenderloin

Coated in Pistachio Mousseline,
Creamed Leeks and Colcannon
£32.00

Baked Supreme of Salmon

Served on a Bed of New potato, Fennel and Crab Crush
With a Lobster and Chervil Cream
£34.00

Roasted Sea Bass Fillet

With Spinach, Saffron Potatoes,
Petit Pois and our Bouillabaisse
£34.00

Confit of Duck Leg

With Breast coated in Poppy and Sesame Seeds,
With a Caramelised Shallot and Orange sauce
£34.00

Roulade of Sole

Filled with Salmon Mousse, Threaded with Asparagus,
Served on a Black Olive Mash with a Champagne and Saffron Beurre Blanc
£34.00

Roasted Saddle of Lamb

Filled with Apricots accompanied by a Redcurrant Jus
£36.00

Rump of Lamb

With a Herb Crust, Parisian Potatoes and Madeira Sauce
£36.00

Roast Sirloin of Scottish Beef

With Roasted Root Vegetables and a Burgundy & Shallot Sauce
£38.00

Peppered Venison Fillet

With Parsnip Mash, Medley of Vegetables & Sloe Gin Sauce
£40.00

Medallions of Beef Fillet

Wrapped in Pancetta with Fondant Potato,
Wild mushrooms and Port & Truffle Sauce.
£40.00

VEGETARIAN OPTIONS

Wild Mushroom Risotto
With Parmesan Crisps and Rustic Salad

Plum Tomato and Basil Tart Tatin
With Pineapple Salsa

Char-Grilled Aubergine, Tomato and Mozzarella Gateau

Warm Salad of Asparagus
Served with Honey Glazed Field Mushrooms
& Pine Kernels topped with Glazed Goats Cheese

Butternut squash, Capsicum and Ricotta Tart
With Green salad

DESSERTS

Vanilla Crème Brulée

Sharp Lemon and Lime Bavarois

Traditional Cranachin
with Scottish Shortbread

White and Dark Belgium Chocolate Mousse
with Cointreau Crème Anglaise

Caramelised Banana Cheesecake
with an Orange Chocolate Sauce

Paris Brest
with Amaretto Cream

Exotic Fresh Fruit Tart
with Crème Anglaise

Rosewater, Coconut and Lychee Charlotte
with a Passion Fruit Mirror

Strawberry Charlotte
with Praline Cream

Dutch Apple Pie
with Cinnamon and Calvados Cream

Coffee and Chocolate Mints are included with every menu

CHILDREN'S MENU

Starters

- Fresh Fruit Platter
- Trio of Melon & Strawberries
- Soup of the Day

Mains

- Mini Hilton Burger with Chips
- Sausages with Mash and Gravy
- Cheese & Tomato Pizza with Salad
- Chicken Nuggets, Chips & Beans

Desserts

- Trio of Ice Cream
- Warm Chocolate Pudding
- Fresh Fruit Salad

The above Children's menu is charged at half of the Adult Price for children between the ages of 5 and 15. Alternatively children can have a ½ portion of the adult menu.

Children Under 5 are free

Children over 15 are charged at full Adult Price

Drinks Reception

- Wine
Choose from the wine list
From £17.75 per bottle
- Champagne
Choose from the wine list
From £45.50 per bottle
- Bucks Fizz
Classic combination of Orange Juice & Sparkling Wine or Champagne
£4.75 with Sparkling Wine
£6.75 with Champagne
- Kir Royale
Refreshing combination of Crème de Cassis and Champagne
£7.00 per person
- Strawberry Daiquiri
A fresh fruit cocktail with a combination of strawberries, white rum and a dash of lime
£7.75 per person
- Pimms
Served traditionally, garnished with fruit, mint & cucumber
£5.95 per person
- Mulled Wine
A combination of warmed red wine, brandy and cinnamon
£5.00 per person



Set Finger Buffet Menus

£12.00 per person

- Assorted Sandwiches on Wholemeal and White Breads (Egg and Roquette Mayonnaise, Smoked Turkey, Tuna, Cheddar and Chutney, Ham and Tomato)
- Spring Rolls with Soy Sauce
- Breaded Jalapeños filled with Cream Cheese
- Marinated Chicken Drumsticks
- Sausage Rolls
- Garlic Bread
- Jacket Wedges with Barbeque Sauce
- Freshly Cut Fruits

£15.00 per person

- Assorted Filled Seeded Breads
- Caesar Salad Boats
- Arctic Bread with Sour Cream and Oak Smoked Salmon
- Spicy Lamb Meat Balls with Mint Yoghurt
- Lemon Pepper and Coriander Chicken
- Mini Profiteroles filled with Philadelphia Cheese and Balsamic Glaze
- Mango and Orange, Fig and Apple, Raspberry and Cranberry Power Shots
- Freshly Cut Fruits and Berries

The above menus are set. Items can be added to these menus from the Selector Menu but we are unable to exchange them with something on the Selector menu.

Finger Buffet Selector

Minimum Spend of £12.00 per person

- Sandwiches on Wholemeal and White Breads (Egg and Roquette Mayonnaise, Smoked Turkey, Tuna, Cheddar and Chutney, Ham and Tomato) £2.75
- Open Sandwiches on Black, Wholemeal and White Breads £2.75
- Assorted Filled Seeded Rolls £2.75
- Chicken Sate with Peanut and Coconut Sauce £2.95
- Cajun Chicken Barbeque Sauce £2.45
- Breaded Chicken Drumsticks £2.75
- Chinese Style Slow Roasted Belly Pork £2.50
- Spring Rolls with Soy Sauce £1.75
- Sausage Rolls £1.75
- Vegetable Samosa £1.55
- Garlic Bread £1.75
- Salmon Fish Cakes with Caper Mayonnaise £2.75
- Butterfly Tiger Prawns £2.75
- Coleslaw with Sour Cream Boats £1.75
- Mixed Salad with Sippets £1.75
- Spicy Lamb Meat Balls with Mint Yoghurt £2.75
- Baked New Potatoes with Sour Cream £2.15
- Breaded Jalapeños filled with Cream Cheese £2.15
- Fresh Asparagus with Balsamic Dressing £1.75
- Choice of Mango and Orange, Fig and Apple or Raspberry and Cranberry Power Shots £3.00

- Meat Platter (Serves 10) £38.75
Honey Roast Ham, Smoked Turkey and Italian Salami with English Chutney

- Cheese Platter (Serves 10) £38.75
Cheddar, Stilton, Brie, and Cornish Yarg with Grapes, Celery and Biscuits

- Seafood Platter (Serves 10) £43.75
Smoked Mackerel, Smoked Salmon and Prawns

- Crudités Platter (Serves 10) £29.75

If you would like to personalise your Finger Buffet to suit your guests tastes, please select from the menu above. Minimum spend of £12.00 per person. Each item is individually priced. Choose the items you would like to include, add the costs together and this will give you the price per person.



Adding Your Personal Touches

On arrival why not try...

- Pimms @ £5.95 per person
- Strawberry Daiquiri @ £7.75 per person
- Mulled Wine @ £5.00 per person
- Non-Alcoholic Fruit Cocktail @ £1.20 per glass (£6.95 per jug)

Or why not ask our Food Services Team to create a signature cocktail for your day.

And add a little...

- Savoury Canapés @ £5.25 per person
- Sweet Canapés @ £4.95 per person
- Fruit Kebabs @ £4.95 per person

At Midnight...

- Bacon Sandwiches @ £2.95 per person
- Sausage Sandwiches @ £2.95 per person
- Tapas Platter @ £38.75 (serves 10) per person
- Pizza Wedges @ £7.95 per person
- Tea and Coffee @ £2.50 per person per serving

Little Extras from the Hilton Portsmouth

You have the venue; you have the meal, now add a little magic!!

- Top table Balloon Arch @ £75.00
- Door Balloon Arch @ £65.00
- Cluster of 3 Balloons @ £8.00
- Cluster of 5 Balloons @ £12.00
- Table Confetti @ £1.99
- Table Beads (covers 2 Tables) @ £3.99
- Chair Covers Including Sash @ £4.75 per chair
- Pack of 100 Serviettes @ £12.99

Traditional Wedding Etiquette

Today, wedding receptions can be as formal or informal as you wish. Many couples, however, like to acknowledge traditional wedding etiquette. Below you will find some useful information on different traditions to include in your wedding, and it may even inspire some ideas of your own.

The Receiving Line:

A formal greeting should be as follows:

- Bride's Mother
- Groom's Father
- Groom's Mother
- Bride's Father
- Bride
- Groom
- Best man
- Bridesmaids

Once the meal is announced...

All of the guests enter the wedding suite; once they have been seated the top table then follow them in. The Wedding Couple are then presented to the room and there is the opportunity for grace to be said if applicable.

The Top Table

The Bridal Party traditionally sits in the following order:

Best Man	Groom's Mother	Bride's Father	Bride	Groom	Bride's Mother	Groom's Father	Chief Bridesmaid
•	○	•	○	•	○	•	○

Cutting of the Cake

Your "formal" Master Of Ceremonies announces the cutting of the cake. The Bride holds the knife in her right hand and the Groom places his hand over hers as they cut the first slice together. The cake is then taken away and cut into small pieces to be served with coffee. The top tier is traditionally saved for the christening of the first child.

The Toasts and Speeches

The toasts and speeches follow the meal and would accompany the cutting and distribution of the wedding cake.

The speeches are traditionally made in the following order, and are announced by the Master Of Ceremonies.

- The Bride's Father:
Proposes a toast to the bride and Groom.
- The Groom:
Replies on behalf of both the bride and groom and thanks the parents of the bride for providing the wedding, thanks the guests for their presents and toasts the bridesmaids.
- The Best man:
Replies on behalf of the bridesmaids, may read out congratulations cards and also toasts the bride's parents.

Here are some of our tried and tested ideas to add some of that Hilton Magic to your day...

Traditions to Keep...

- Have your father give you away.
- Wearing a veil.
- Have your best friend as your maid of honour.
- Your wedding photographs in black and white.
- Borrowing jewellery from your mother or grandmother.
- Something old, something new, something borrowed, something blue, and a sixpence in your shoe.

New traditions to make...

- The bride giving a speech.
- Having a cocktail party rather than a formal evening reception.
- Have a wedding weekend rather than just one day.
- His and Hers diamond wedding bands.
- A profiterole tower rather than a tiered wedding cake.
- Bacon sandwiches at Midnight.

Something just for you...

- Arrange to meet our recommended florist to coordinate your flowers throughout the whole day.
- The Groom to arrange for a bouquet of flowers for his new wife to be in the Honeymoon suite on arrival.
- Hold your Hen Night with Hilton, why not try a cocktail party or pamper yourselves with one of our beauticians.
- The Groom to stay in the Hotel the night before the wedding. A chance to relax and calm those nerves before the big day begins.
- Choreograph your first dance.
- Make your own CD to play during the wedding, especially for civil ceremonies.

But most of all relax and enjoy your day!



Terms and Conditions

Every Venue has its Terms and Conditions but we at the Hilton Portsmouth would like to make them as clear and easily understandable for you as possible. If you have any questions regarding the Terms and Conditions please feel free to discuss them with us. We do understand that not all of the points below will apply to all wedding functions at the hotel.

- **Confirmation**
A provisional booking for the date of your choice will be held for 2 weeks. To confirm the booking The Hilton Portsmouth requires a signed contract and signed Terms and Conditions along with a non-refundable deposit of £300.00. The booking is confirmed upon receipt of the signed contract, terms and conditions and deposit.
- **Payments**
After the initial deposit the final payment is to be made 1 month before the wedding at the final appointment. Payments can be made at any time before this but all payments received are non-refundable or transferable.
- **Cancellations**
Should you have to cancel your booking, a charge may be made calculated as a percentage of the total booking value, according to the scale, which is highlighted below:

Applicable Cancellation Period Total Event	<i>Number of Total Guests</i>			
	50 & less	51 to 150	151 to 250	251 & more
366 or more days prior to Arrival	N/A	N/A	N/A	N/A
365-274 days prior to Arrival	N/A	N/A	N/A	90% ARH 65% F&B
273-182 days prior to Arrival	N/A	N/A	90% ARH 65% F&B	90% ARH 65% F&B
181-91 days prior to Arrival	N/A	90% ARH 65% F&B	90% ARH 65% F&B	90% ARH 65% F&B
90 or less days prior to Arrival	90% ARH 65% F&B	90% ARH 65% F&B	90% ARH 65% F&B	90% ARH 65% F&B

The hotel will endeavour to re-let the bedroom and function space and a reduction of the cancellation fee will be made in the event the hotel is successful in doing so.

All cancellations must be received in writing from the client.

- **Reduction in Numbers**
The Hotel reserves the right to set a minimum number to be charged for the event. Approximate numbers must be confirmed in writing to the Hotel at the time of booking. It is this figure, which will act as the minimum number of guests to be paid for, or the minimum number specified by the Hotel, whichever is greater. Final numbers must be given to the Hotel at least 72 hours before the wedding.
- **Damage**
The client is responsible to the Hilton Portsmouth for any damage caused by the client or their guests, agents, employees etc.
- **Corkage**
The clients or guests may bring no wines or spirits into the allocated rooms for consumption on the premises.

- **Information**
All information and prices in this brochure were correct at the time of printing, and are subject to change without prior notice. Hilton Portsmouth cannot accept responsibility for any errors or omissions. All arrangements featured in this brochure are subject to availability.
- **Children's Menus**
We can offer alternative Children's menus; these menus are at different prices to the normal adult menu price. Children between the ages of 5 years and 15 years are charged at half the adult menu price, children under 5 years old are free of charge. Please ask the events team for further details.
- All Weddings are subject to minimum numbers.

Mountbatten Suite 80 Adults during daytime & 100 Adults for evening function

If you hold the Civil Ceremony with the Hilton Portsmouth the minimum numbers in the Mountbatten suite for the reception will be reduced to 70 Adults during the daytime and remain at 100 Adults for the evening function.