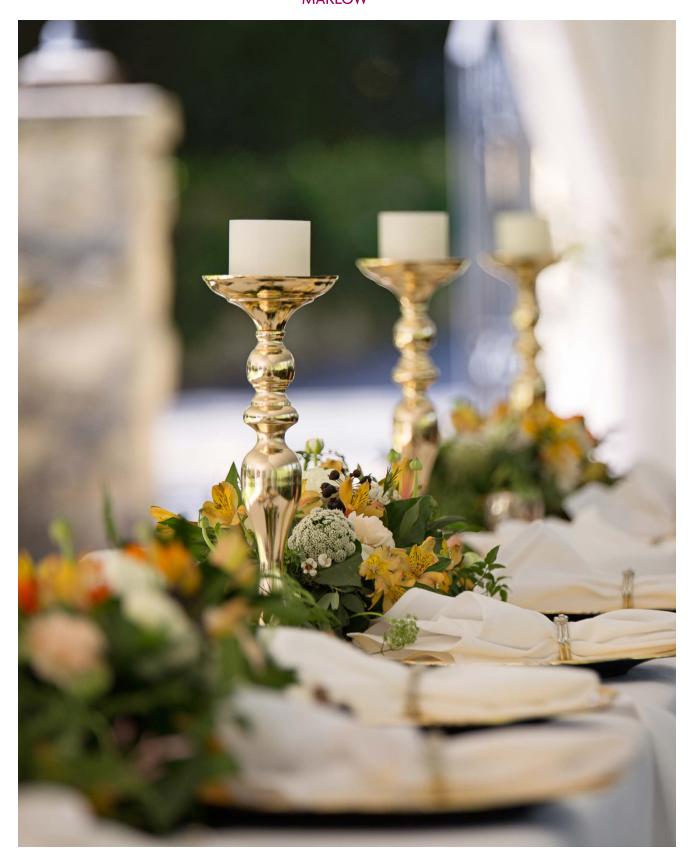


AN IHG HOTEL MARLOW





MESSAGE FROM THE HOTEL MANAGER

We are delighted to present our exquisite Wedding Venue and services that promise to transform your special day into an unforgettable celebration of love. Our unique hotel is nestled on a lakeside location in the heart of the beautiful Chiltern Hills and Thames Valley

We understand that each couple is unique, and your wedding should reflect your individual style and preferences. Our dedicated team of wedding planners are committed to bringing your vision to life, from conceptualization to execution. We offer a range of customised packages, ensuring that every detail is meticulously planned and flawlessly executed.

For enquiries, bookings, or to schedule a private tour of our exquisite venue, please contact our dedicated wedding specialists at weddings@cpmarlow.co.uk Your dream wedding begins here.

Yours Sincerely,

Mikely Tim

Mihaly Tar

Hotel Manager

WEDDING THEMES

BESPOKE

Craft your dream day with our Bespoke
Wedding Package. Tailor every detail
to your vision, from elegant decor to
exquisite menus. A celebration as unique
as your love story. Our dedicated wedding
manager would be delighted to discuss all
available possibilities with you and curate
a tailor-made package that perfectly aligns
with your vision for your special day.

MARLOW PACKAGE

Elevate your Wedding with a three course Wedding Breakfast to finish, Tea, Coffee and Petit Fours enveloped in elegance.

Dedicated event manager and event operations team as well as many additional items as inclusive.





LAKESIDE PACKAGE

The perfect package for Wedding Receptions; includes a welcome drink on arrival; as well a three course menu from our extensive award winning Modern British Banqueting Menu

FOUNTAIN PACKAGE

The Fountain Package leaves no detail untouched, includes up to three canapes, two reception drinks on arrival everything in the Lakeside Package, as well as your first anniversairy stay in the Hotel including dinner, breakfast & spa treatments.

OUTDOOR & SEMI OUTDOOR SPACES

THE CONSERVATORY

Discover a world where nature's beauty intertwines with timeless elegance - welcome to the heart of celebration, our extraordinary Conservatory at Crowne Plaza Marlow. Imagine a wedding immersed in the embrace of panoramic vistas, where meticulously landscaped gardens meet the serenity of a glistening lake.

Step into a realm where every instant is a masterpiece painted by nature herself. Our Conservatory invites you to experience the magic of the great outdoors, while reveling in the comforts of refined sophistication. As you exchange vows and create everlasting memories, the expansive windows frame views of the surrounding beauty, making each moment a harmonious blend of luxury and nature's embrace.

Adjacent to our lush gardens, the Conservatory is a jewel perfectly suited for your wedding breakfast or civil ceremony. The floor-to-ceiling windows unveil breathtaking vistas across the lake, casting an enchanting ambiance that mirrors the depth of your love story. Venture onto the manicured lawns with direct access from the Conservatory, seamlessly transitioning from indoor elegance to open-air grandeur.

CAPACITY

DIMENSIONS

VIRTUAL TOUR

300 Standing Reception Length: 34.5m 200 Civil Ceremony Width: 8.21m

180 Wedding Breakfast

THE LAWNS

Nestled in nature's embrace, our hotel boasts 5 acres of enchanting grounds adorned with breathtaking views of the serene lake. This idyllic setting provides an exquisite backdrop for your dream wedding, where lush greenery meets the tranquil ripples of the water. Imagine exchanging your vows amidst the beauty of the outdoors, with the shimmering lake. Adjacent to this captivating vista is our elegant conservatory, offering a seamless blend of indoor luxury and outdoor splendor.

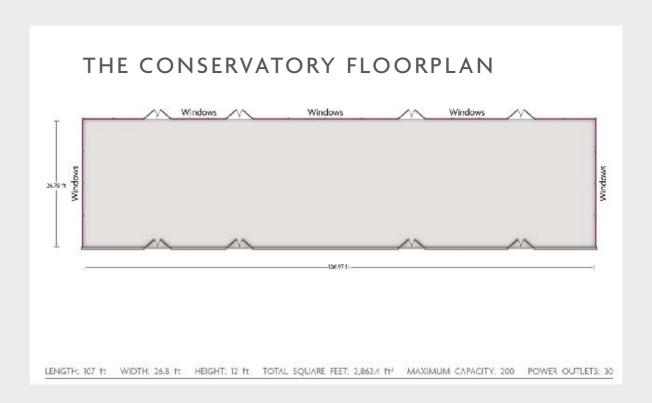
CAPACITY

DIMENSIONS

VIRTUAL TOUR

450 Traditional Ceremony Length: 50m Enquire for Bespoke Setup Width: 40m





THE WINTERLAKE SUITE

THE WINTERLAKE SUITE

VIRTUAL TOUR

Experience the elegance of the Winterlake Suite: A Perfect Venue for Your Dream Wedding. This exquisite suite offers a picturesque setting for your special day, accommodating up to 450 guests. Immerse yourself in the breathtaking views of our serene lake and lush lawns, enhanced by cutting-edge lighting that can be tailored to the ambiance you desire. Step onto the private balcony, which opens to the charming lawns below – a perfect space for hosting joyful moments or a firework finale over the lake, that will be remembered by all.

COMBINED

DIMENSIONS

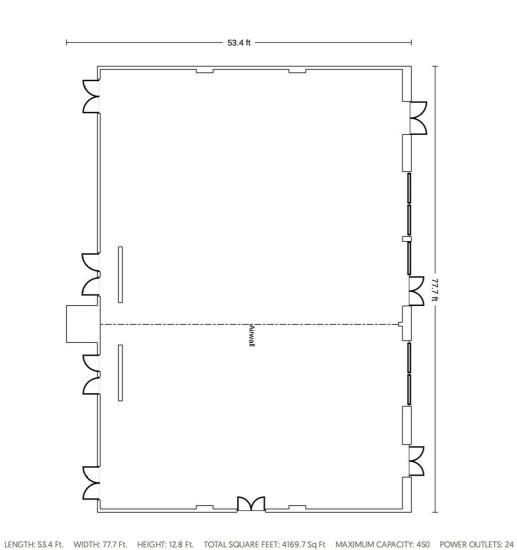
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CAPACITY

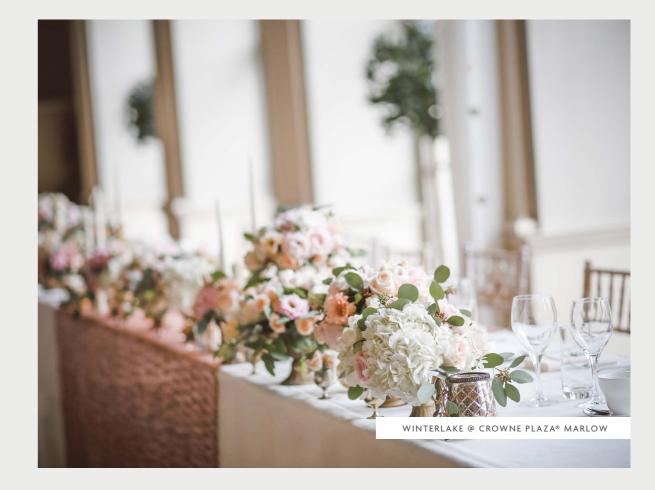
400 Standing Reception

450 Civil Ceremony

300 Wedding Breakfast







WINTERLAKE 1 WINTERLAKE 2



THE WINTERLAKE SUITES

Discover the charm of the Winterlake 1 or Winterlake 2 Suites: Ideal spaces for more Intimate Weddings. Either suite provides an enchanting backdrop for your special day, perfect for hosting guests. Delight in the tranquil views of our serene lake and lush lawns, accentuated by customizable lighting to set the desired ambiance. Step out onto the private balcony, which overlooks the picturesque lawns below – both delightful spaces for creating cherished memories.

WINTERLAKE 1

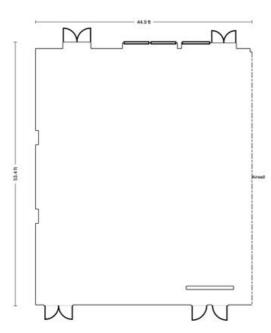
DIMENSIONS

LENGTH: 34.5M, WIDTH: 8.21M

VIRTUAL TOUR

CAPACITY

200 Standing Reception200 Civil Ceremony170 Wedding Breakfast



WINTERLAKE 2

DIMENSIONS

LENGTH: 34.5M, WIDTH: 8.21M

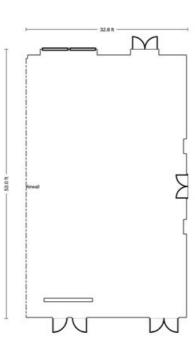
VIRTUAL TOUR

CAPACITY

110 Standing Reception

150 Civil Ceremony

130 Wedding Breakfast



LENGTH: 32.8 Ft. WIDTH: 53.0 Ft. HEIGHT: 12.8 Ft. TOTAL SQUARE FEET: 1743.8 Sq Ft MAXIMUM CAPACITY: 220 POWER OUTLETS: 20



SERVICE OPTIONS

SERVICE OPTIONS

At our Hotel, we offer a range of wedding services to suit your needs. Let us craft a tailored bespoke event to make your dream wedding a reality. Look no further, our team of highly talented chefs are in place to create the perfect culinary journey for your special day.

DESIGN YOUR OWN MENU

Elevate your event with a personalised touch. Design your own culinary journey from our extensive **AA Rosette awarded** Banqueting Menus. Create a menu as unique as you are, crafting unforgettable flavors that reflect your individuality and preferences.

ALLERGIES AND FOOD PREFERENCES

At Crowne Plaza Marlow, we understand the significance of personal preferences and dietary needs, especially on your special day. Our dedicated team is committed to ensuring every aspect of your wedding is tailored to perfection, including handling allergies and food preferences, such as **Vegan only, Gluten free** or **Halal**

We take great care in accommodating a diverse range of dietary requirements, whether it's gluten-free, dairy-free, vegetarian, or any other specific requests. Every menu can be customized to align with your guests' preferences, making sure everyone feels delighted and cherished.

USEFUL INFORMATION

USEFUL INFORMATION

Here you'll find essential links for planning your dream wedding. Explore our Banqueting Menus for culinary delights, take a virtual tour to envision your day, browse FAQs for answers, review terms and conditions, and discover available extras to make your celebration truly exceptional.

5 ACRES
LANDSCAPED
GARDENS

168 LUXURY BEDROOMS

300+ PARKING SPACES

BANQUETING MENUS

FULL HOTEL VIRTUAL TOUR

FLOORPLANS

FAQ'S

MARLOW PACKAGE

MINIMUM **50** GUESTS 2025 **£110** PER PERSON 2026 **£120** / 2027 **£130**

INCLUDES

WINTERLAKE OR CONSERVATORY HIRE

FOR THE WEDDING BREAKFAST OR EARLY RECEPTION WHITE TABLE LINEN, NAPKINS AND CUTLERY ARE INCLUDED

MODERN BRITISH BANQUETING

CHOOSE UP TO THREE COURSES FROM OUR EXTENSIVE & AWARD WINNING BANQUETING MENU

- ONE WELCOME DRINK PER PERSON ON ARRIVAL
- STARTER, MAIN COURSE & DESSERT
- HALF BOTTLE OF HOUSE WINE PER PERSON ON THE TABLE
- STILL & SPARKLING WATER ON THE TABLES
- GLASS OF SPARKLING WINE FOR THE TOAST
- TEA, COFFEE & PETIT FOURS
- COMPLIMENTARY MENU TASTING FOR TWO

BANQUETING MENUS



ADDITIONAL ITEMS

- DEDICATED SERVICES OF OUR
 EVENT MANAGER LEADING UP
 TO THE EVENT AND EVENTS
 OPERATIONS MANAGER ON THE
 DAY OF THE EVENT
- RED CARPET ENTRANCE
- USE OF CAKE STAND & KNIFE
- PREFERENTIAL ACCOMODATION

- RATES FOR GUESTS
- COMPLIMENTARY ONSITE PARKING
- PLACE CARDS FOR YOUR
 GUESTS & MENUS FOR THE
 TABLES
- THE FULL EXPERIENCE OF OUR BANQUETING TEAM



EXTRA OPTIONS

Elevate your special day with our array of additional extras, meticulously designed to enhance your wedding experience & make your celebration truly unforgettable.

BRIDAL CHANGING ROOM CHILDRENS PACKAGES STAGE HIRE DANCEFLOOR HIRE	£POA £POA £POA
GLASS OF CHAMPAGNE	£15.00PP
GLASS OF SPARKLING WINE	£8.95PP
GLASS OF BUCKS FIZZ	£7.50PP
3 CANAPES ON ARRIVAL	£11.95PP
5 CANAPES ON ARRIVAL	£15.95PP
7 CANAPES ON ARRIVAL	£19.95PP
SAUSAGE & BACON BAPS (AT MIDNIGHT)	£7.25PP
5 EVENING BUFFET ITEMS	£30.95PP
8 EVENING BUFFET ITEMS	£35.95PP
12 EVENING BUFFET ITEMS	£49.99PP

LAKESIDE PACKAGE

MINIMUM 70 GUESTS

2025 £125 PER PERSON

2026 £135 / 2027 £145

INCLUDES

WINTERLAKE OR CONSERVATORY HIRE

FOR THE WEDDING BREAKFAST OR EARLY RECEPTION WHITE TABLE LINEN, NAPKINS AND CUTLERY ARE INCLUDED

MODERN BRITISH BANQUETING

CHOOSE UP TO THREE COURSES FROM OUR EXTENSIVE & AWARD WINNING BANQUETING MENU

- ONE WELCOME DRINK PER PERSON ON ARRIVAL
- STARTER, MAIN COURSE & DESSERT
- HALF BOTTLE OF HOUSE WINE PER PERSON ON THE TABLE
- STILL & SPARKLING WATER ON THE TABLES
- GLASS OF SPARKLING WINE FOR THE TOAST
- TEA, COFFEE & PETIT FOURS
- EVENING BUFFET SELECTION OF EIGHT ITEMS
- COMPLIMENTARY MENU TASTING FOR TWO

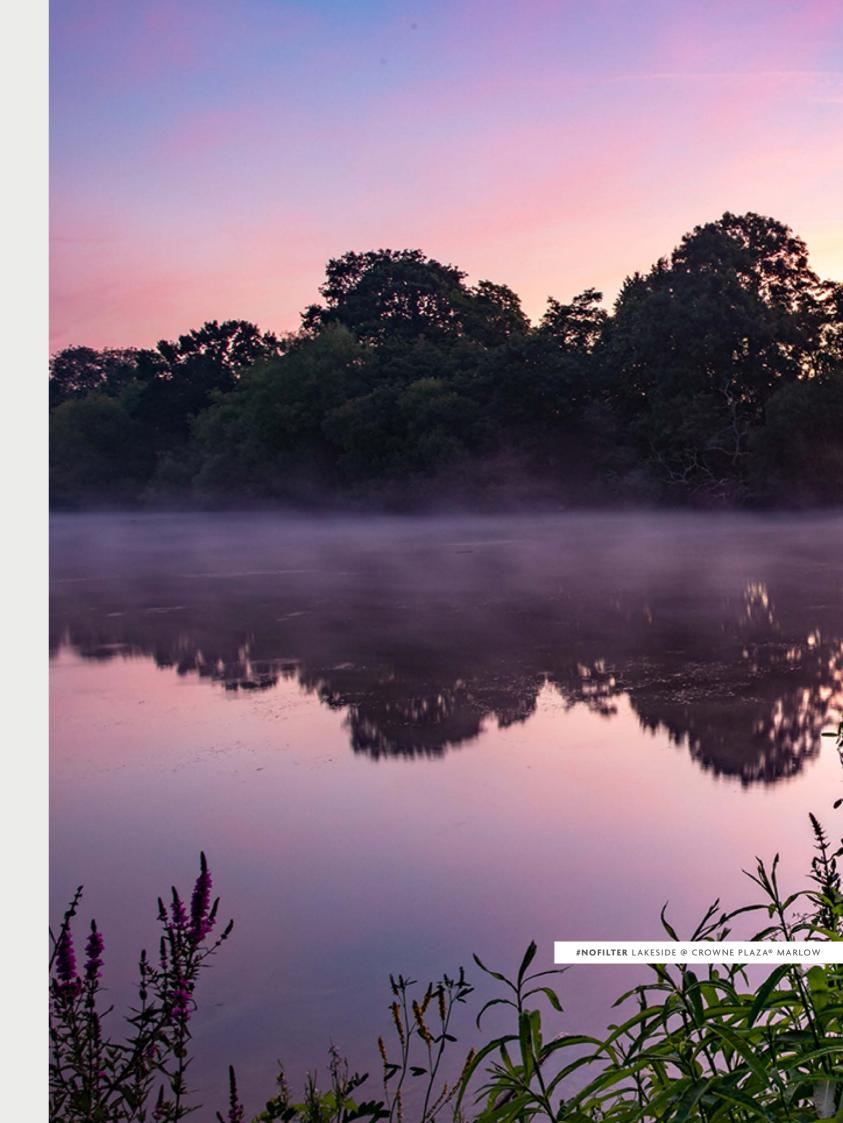
BANQUETING MENUS



ADDITIONAL ITEMS

- DEDICATED SERVICES OF OUR
 EVENT MANAGER LEADING UP
 TO THE EVENT AND EVENTS
 OPERATIONS MANAGER ON THE
 DAY OF THE EVENT
- RED CARPET ENTRANCE
- USE OF CAKE STAND & KNIFE
- PREFERENTIAL ACCOMODATION

- RATES FOR GUESTS
- COMPLIMENTARY ONSITE PARKING
- PLACE CARDS FOR YOUR
 GUESTS AND MENUS FOR THE
 TABLES
- THE FULL EXPERIENCE OF OUR BANQUETING TEAM



THE FOUNTAIN PACKAGE

MINIMUM **70** GUESTS

2025 **£145** PER PERSON

2026 **£155** / 2027 **£165**

INCLUDES

WINTERLAKE OR CONSERVATORY HIRE

FOR THE WEDDING BREAKFAST OR EARLY RECEPTION WHITE TABLE LINEN, NAPKINS AND CUTLERY ARE INCLUDED

MODERN BRITISH BANQUETING

CHOOSE UP TO THREE COURSES FROM OUR EXTENSIVE & AWARD WINNING BANQUETING MENU

- TWO WELCOME DRINKS PER PERSON
- STARTER, MAIN COURSE & DESSERT
- HALF BOTTLE OF HOUSE WINE PER PERSON ON THE TABLE
- STILL & SPARKLING WATER ON THE TABLES
- GLASS OF SPARKLING WINE FOR THE TOAST
- TEA, COFFEE & PETIT FOURS
- COMPLIMENTARY MENU TASTING FOR TWO
- DJ TO PLAY FROM 19:00 00:00
- COMPLIMENTARY BRIDAL SUITE
- CANAPÉS-SELECTION OF THREE ITEMS
- EVENING BUFFET -SELECTION OF EIGHT ITEMS

ADDITIONAL ITEMS

- DEDICATED SERVICES OF OUR
 EVENT MANAGER LEADING UP
 TO THE EVENT AND EVENTS
 OPERATIONS MANAGER ON THE
 DAY OF THE EVENT
- RED CARPET ENTRANCE
- USE OF CAKE STAND & KNIFE

- PREFERENTIAL ACCOMODATION RATES FOR GUESTS
- COMPLIMENTARY ONSITE PARKING
- THE FULL EXPERIENCE OF OUR BANQUETING TEAM

INCLUDED IN THE FOUNTAIN PACKAGE

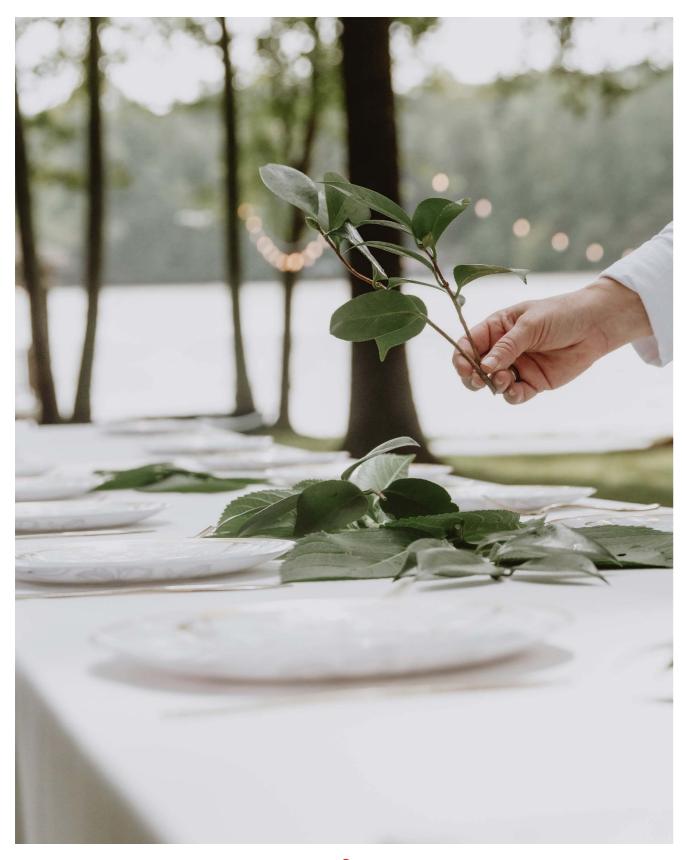
First Anniversary Stay including Dinner, Bed & Breakfast in Executive Room
A Spa Day for 2 including two 25-minute treatments
for the Wedding Couple in Quad Wellness & Spa.

BANQUETING MENUS











MODERN BRITISH BANQUETING

MODERN BRITISH - CANAPES & STARTERS

Our canapes are the perfect bite-sized hors d'oeuvres for your special event. We offer a variety of flavors and textures to tantalize your guests' taste buds, and we can customize our menu to fit your specific needs.

3 5 7
CANAPES CANAPES CANAPES

SAVOURY CANAPES

VEGETARIAN

- QUAIL EGG CROUSTADE ROAST GARLIC AIOLI
- PECAN STUFFED DATES
- TERIYAKI TEMPEH (VE) (GF) PEANUT DRIZZLE
- FAUX FOIS GRAS *(VE)
 TOASTED FOCACCIA | APRICOT
- SPICY VEGETABLE WONTON
 PARCELS (V) (LF)

MEAT & POULTRY

- TARTI FLETTE

- MINI YORKSHIRE PUDDING BUCKINGHAMSHIRE BEEF BRISKET | SOMERSET CHEDDAR CHEESE
- DEVILLED EGG 'BURGER' CHEESE & BACON (GF)
- BRIE WRAPPED IN PROSCIUTTO HAM (GF)
- SCOTCH QUAIL EGG (LF)
- HAM HOCK PUMPERNICKEL | PICCALILLI

SEAFOOD

- SOUTH COAST MACKEREL
ESCABECHE •
FOCACCIA CROUTON

SWEET CANAPES

- RASPBERRY COATED IN CHAMPAGNE JELLY (GF)
- MINI TOFFEE APPLE (VE) (GF)
- MINI ORANGE & LEMON TARTS
- CREPE SUZETTE
- MINI CHOCOLATE TART (VE) (GF)
- SALTED PEANUT CARAMEL CHOCOLATE CUPS
- MINI LEMON MERINGUE TARTS
- CRÈME BRULE CHOCOLATE
 CUPS
- MINI BANOFFEE PIES

STARTERS

VEGETARIAN

WILD MUSHROOM & TARRAGON SOUP • (v)
CRÈME FRAICHE | ARTISAN BREAD

ROAST TOMATO & RED PEPPER SOUP • (v)
BASIL OIL | ARTISAN BREAD

CHILLI PANEER
INDO-CHINESE STYLE PANEER WITH MIXED PEPPERS

BROCCOLI & ROQUEFORT TART • (v)
RADICCHIO | PECAN CRUMB | HONEY DRESSING

GOAT'S CHEESE MOUSSE * (v)
HERITAGE TOMATOES | MICRO BASIL | WALNUT

POULTRY

CHICKEN LIVER PARFAIT.

BALSAMIC ONION JAM | SOURDOUGH TOAST

CONFIT CHICKEN & LEEK.
PICCALILLI TEXTURE | BALSAMIC CROSTINI

DUCK & ORANGE BALLOTINE.
SOUR CHERRY COMPOTE | MICRO HERBS

MEAT

CURED HAM HOCK & PEA TERRINE.
PICALILI TEXTURE | BALSAMIC CROSTINI

SEAFOOD

SMOKED SALMON & CREAM CHEESE ROULADE.

LEMON GEL | TOASTED RYE BREAD

SMOKED HADDOCK & CRAB CAKE PAPRIKA HOLLANDAISE | LEMON

LIME DRESSED KING PRAWN.

JALAPEÑO PURÉE | MIXED LEAVES | SOURDOUGH

PRICEDPER PERSON

INTERMEDIATE COURSES

CHAMPAGNE SORBET

LEMON SORBET



MAIN COURSE

VEGETARIAN

GLAZED GOAT'S CHEESE * (v)
PARMENTIER POTATO | ROAST PEPPERS | AUBERGINE | TOMATO SAUCE

BUTTERNUT SQUASH GNOCCHI (V)
PARMESAN CRISP | PESTO | FRIED ROQUETTE

CREAMY WILD MUSHROOM RISOTTO * (v) MUSHROOM KETCHUP | TRUFFLE | CHIA SEEDS

SMOKED AUBERGINE STRUDEL (VE)
SWEET POTATO MASH | SPINACH | TOMATO & BASIL

POULTRY

PROSCIUTTO WRAPPED CORN-FED CHICKEN * FONDANT POTATO | SAUTÉED GREENS | PANCETTA JUS

PAN SEARED DUCK BREAST
POTATO CROQUETTE | KALE | CHANTENAY CARROTS | REDCURRANT SAUCE

MEAT

BEEF BALLOTINE.
HORSERADISH MASHED POTATO | WILTED CAVOLO NERO | RED WINE GRAVY

SLOW COOKED PORK BELLY.
POMME PURÉE | BLACK PUDDING | BRAISED RED CABBAGE | SAGE JUS

BRAISED BEEF FEATHER BLADE .

PARSLEY MASH | MUSHROOM | SILVER SKIN ONION | BOURGUIGNON SAUCE

HERB CRUSTED RUMP OF LAMB (+£7pp).

DAUPHINOISE | GARLIC GREEN BEANS | CARROTS | ROSEMARY JUS

SEAFOOD

RAINBOW TROUT *
RATATOUILLE | OLIVE TAPENADE | DILL OIL

SALMON FILLET *
HERB POTATO CAKE | SPINACH | CAPERS | LEMON DRESSING

SEA BASS *
LEMON & SAFFRON RISOTTO | GRILLED TENDERSTEM | BEURRE BLANC

DESSERT

WHITE CHOCOLATE & RASPBERRY CHEESECAKE CHOCOLATE SHARDS | RASPBERRY SAUCE

PANNA COTTA .
HONEY POACHED PEACHES

GLAZED CITRUS TART (V)
RASPBERRY SORBET

VANILLA CRÈME BRÛLÉE (V) .
ALMOND SHORTBREAD

STICKY TOFFEE PUDDING (V)
TOFFEE SAUCE | SALTED CARAMEL ICE CREAM

APPLE & FOREST BERRY CRUMBLE (v)
LAVENDER CUSTARD

CLASSIC TIRAMISU (V)
COCONUT ICE CREAM

ALMOND FRANGIPANE TART (V)
CLOTTED CREAM ICE CREAM

MARBLED CHOCOLATE DELICE
RASPBERRY SAUCE | CRÈME FRAICHE ICE CREAM

LEMON & LIME CHEESECAKE MINT GEL | SPICED APPLE SORBET

MIXED BERRY TRIFLE
VANILLA SPONGE | COCONUT FINGER BISCUITS

TROPICAL FRUIT PLATTER * (VE)
ORANGE SORBET

SELECTION OF SORBET * (VE)
THREE SCOOPS OF HOMEMADE FRUIT SORBET

ARTISAN BRITISH CHEESE (+£10pp) • (V)
FRUIT CHUTNEY | GRAPES | CELERY | SAVORY BISCUITS



IMPORTANT INFORMATION

5 8 12

ITEMS ITEMS
PER PERSON PER PERSON PER PERSON

ONE ITEM PER PACKAGE REPRESENTS A SELECTION OF HOME MADE DESSERTS

SELECTION OF SEASONAL WRAPS &
BAGUETTES

BROCCOLI AND STILTON QUICHE (v)

GOUJONS OF LEMON SOLE

TERIYAKI PRAWNS

THAI BEEF SKEWERS

PAPRIKA SPICE FRIES (v)

SMOKED SALMON MOUSSE WITH

LEEK, PARMESAN AND CHIVE QUICHE (v)

CUCUMBER

SCAMPI WITH TARTARE SAUCE

THAI SPICED CHICKEN

ROAST BEEF AND YORKSHIRE PUDDING

TOMATO AND BASIL BRUSCHETTA (v)

ROASTED VEGETABLE AND GOAT'S

CHEESE QUICHE (v)

PRAWN SPRING ROLLS WITH SWEET

CHILLI DIP

CALAMARI WITH AIOLI DIP

CHICKEN SATAY SKEWERS

MINI LAMB KOFTA

COURGETTE FRITTERS WITH SESAME

SOY DIP (v)

CAJUN SPICED FRIES (v)

CROQUE MONSIEUR

SPINACH AND RICOTTA TARTLET (v)

SAUSAGE IN MUSTARD CREAM

SMOKED SALMON AND CREAM CHEESE

CROSTINI

TANDOORI CHICKEN DRUMSTICKS

SALMON FISHCAKE WITH TARTAR

SAUCE

HOMEMADE SAGE AND ONION

SAUSAGE ROLL

BREADED MUSHROOMS FILLED WITH

BLUE CHEESE (v)

MINI VEGETABLE SPRING ROLLS (v)

DEEP FRIED POTATO WEDGES WITH

SOUR CREAM (v)

MINI DUCK SPRING ROLLS

(LF) LACTOSE FREE | * GLUTEN FREE | • GLUTEN FREE OPTION AVAILABLE | (V) VEGETARIAN | (VE) VEGAN

IMPORTANT INFORMATION

- 1. OUR TERMS AND CONDITIONS INCLUDE IMPORTANT INFORMATION RELATING TO YOUR BOOKING, INCLUDING CHARGES SHOULD YOU CHOOSE TO CANCEL YOUR BOOKING. PLEASE READ THEM BEFORE BOOKING YOUR WEDDING AND CATERING. A COPY OF THE TERMS AND CONDITIONS ARE SENT WITH THE BOOKING INFORMATION AND ARE ALSO AVAILABLE ON REQUEST.
- 2. OUR MENU PRICES ARE SUBJECT TO CHANGE PRIOR TO CONFIRMATION OF YOUR BOOKING.
- 3. ADDITIONAL WINES AND BAR TARIFFS ARE CHARGED AT THE PREVAILING RATE ON THE DATE OF YOUR EVENT
- 4. WE WILL ENDEAVOUR TO CATER FOR ANY SPECIAL DIETARY REQUIREMENTS LISTED IN YOUR CONFIRMATION OF FINAL DETAILS. HOWEVER, ALL OUR FOOD IS PREPARED IN THE SAME KITCHEN AND WE CANNOT GUARANTEE THE ABSENCE OF CERTAIN FOOD GROUPS OR ALLERGENS (INCLUDING NUTS AND GLUTEN) FROM ANY OF OUR FOOD. FOR A LIST OF THE 14 MOST PROMINENT ALLERGENS KNOWN TO BE INCLUDED WITHIN PARTICULAR DISHES, PLEASE CONTACT EVENTS@CPMARLOW.CO.UK
- 5. ADDITIONAL CHARGES MAY APPLY FOR KOSHER OR HALAL DISHES BASED ON PREVAILING MARKET RATES. PLEASE REQUEST SPECIFIC PRICES PRIOR TO CONFIRMING YOUR BOOKING.
- 6. ADDITIONAL CHARGES MAY APPLY FOR WEDDINGS THAT REQUEST A TOTALLY GLUTEN FREE MENU, DEPENDANT ON MENU CHOICES.

FAQ'S

WHAT ISNT INCLUDED?

REGISTRAR FEES, CHURCH FEES, DANCE FLOOR, STAGE HIRE AND ANY EXTRAS HIGHLIGHTED AS CHARGABLE TO YOUR PARTY BY THE HOTEL EITHER IN PERSON, IN WRITING OR IN THIS BROCHURE,

ACCESS & DEPARTURE

- WHEN CAN WE HAVE ACCESS TO THE BANQUETING SUITE
 YOU MAY HAVE ACCESS TO THE WINTERLAKE SUITE FROM 10.00AM ON THE DAY OF
 YOUR EVENT & TO THE CONSERVATORY FROM 11.00AM ON THE DAY OF YOUR EVENT.
 ACCESS OUTSIDE OF THESE HOURS ARE SUBJECT TO APPROVAL IN WRITING BY THE
 HOTEL AND MAY INCUR ADDITIONAL COSTS.
- WHAT TIME DOES THE PARTY FINISH AND GUESTS DEPART?
 THIS DEPENDS ON WHAT OPTION YOU HAVE UNDERTAKEN WITH THE HOTEL; WE RECCOMEND THAT YOUR GUESTS ARRANGE FOR TAXIS TO ARRIVE AROUND 11:30 PM, IF YOU HAVE CHOSEN A LATE NIGHT OPTION SUCH AS EXCLUSIVE USE OF THE TERRACE BAR, THEN WE ADVISE 12:45 AM. PLEASE NOTE THAT MUSIC FINISHES AT 12 PM. EXTENSIONS BEYOND YOUR CONTRACTED DEADLINE WILL RESULT IN A PENALTY OF £500.

CIVIL CEREMONIES & DRINKS RECEPTION

- DOES THE VENUE HAVE A LICENSE TO HOLD CIVIL CEREMONIES?

 YES COUPLES MAY GET MARRIED IN THE WINTERLAKE SUITE, CONSERVATORY AND LAWN SPACES OR FOR MORE INTIMATE CEREMONIES OUR LAKESIDE 3, RIVERSIDE 4 ARE ALSO LICENSED.
- HOW MANY GUESTS CAN BE SEATED FOR CIVIL CEREMONIES IN THE WINTERLAKE, CONSERVATORY, OR LAWNS?
 WINTERLAKE 350, CONSERVATORY 200, LAWNS 450+
- CAN WE HAVE LIVE MUSIC AT THE CIVIL CEREMONY?
 YOU MAY HAVE LIVE MUSIC SUBJECT TO PROVISION OF IEE CERTIFICATE FOR EQUIPMENT & PUBLIC LIABILITY INSURANCE CERTIFICATE
- CAN WE HAVE PRE-RECORDED MUSIC DURING THE CIVIL CEREMONY AND DRINKS
 RECEPTION?
 YES, THE WINTERLAKE SUITE CONTAINS SPEAKERS THROUGHOUT, AND FOR ALL OTHER
 AREAS PORTABLE MUSIC SYSTEMS ARE AVALIABLE FOR HIRE.
- WHERE WILL THE DRINKS RECEPTION BE HELD?
 THE DRINKS RECEPTION CAN BE HELD IN THE TERRACE BAR WHICH EXLUSIVELY SERVES
 THE WINTERLAKE SUITE, CONSERVATORY OR LAWNS SUBJECT TO ANY APPLICABLE
 COSTS.

FAQ'S

WEDDING BREAKFAST AND RECEPTION

- WHERE DOES THE WEDDING BREAKFAST TAKE PLACE?
 WINTERLAKE SUITE OR CONSERVATORY DEPENDING ON YOUR CONTRACTED ROOM.
- HOW MANY GUESTS CAN YOU ACCOMMODATE FOR A SIT-DOWN MEAL?

 A MAXIMUM OF 300 GUESTS CAN BE SEATED FOR DINING IN THE WINTERLAKE SUITE DEPENDING ON ENTERTAINMENT OPTIONS
- ARE YOUR TABLES ROUND?
 THE TABLES ARE ROUND AND MEASURE 5FT BY 6FT; RECTANGULAR TOP TABLES ARE ALSO AVALIABLE.
- HOW MANY PEOPLE CAN FIT AROUND A TABLE?
 UP TO TEN.
- WHAT CHAIRS DO YOU PROVIDE AT THE HOTEL?
 WE PROVIDE FABRIC BACKED BANQUETING CHAIRS CUSTOMERS ARE WELCOME TO BRING THEIR OWN DECORATIVE CHAIRS
- CAN WE PLAY PRE-RECORDED MUSIC DURING THE WEDDING BREAKFAST?
 YES FOR THE WINTERLAKE SUITE; PLEASE BRING AN MP3 PLAYER OR LAPTOP
 PRELOADED WITH YOUR PLAYLIST WITH AN AUX OR HDMI CABLE. IF CONTRACTING
 THE CONSERVATORY & LAWNS, A SEPARATE SPEAKER SYSTEM IS AVALIABLE FOR HIRE.
- IS THERE A MICROPHONE IN THE HOTEL?

 THERE ARE MICROPHONES AVALIABLE FOR HIRE FOR USE WITH THE SOUND SYSTEM IN THE WINTERLAKE SUITE & A SEPARATE EXTERNAL PA SYSTEM IS AVALIABLE FOR HIRE FOR USE IN THE CONSERVATORY & LAWNS.
- CAN WE PLAY MUSIC ON THE TERRACE?

 NO, FOR THE BENEFIT OF OUR GUESTS MUSIC IS NOT ALLOWED ON THE TERRACE AT ANY TIME.
- CAN WE INVITE MORE GUESTS FOR THE EVENING?
 YOU ARE WELCOME TO INVITE ADDITIONAL GUESTS IN THE EVENING SUBJECT TO PRIOR AGREEMENT AND PAYMENT OF THE APPLICABLE MEAL OPTION
- WHERE IS THE BAR LOCATED?
 THE HOTEL HAS 4 BARS, THE MAIN AQUA BAR LOCATED IN THE GROUND FLOOR PUBLIC AREA, THE TERRACE BAR ON THE FIRST FLOOR OF THE EVENTS CENTRE AND TWO MOBILE BARS, ONE FOR USE IN THE CONSERVATORY AND ONE FOR THE WINTERLAKE SUITE. EXTRA CHARGES MAY APPLY.
- DO YOU HAVE A NOISE INHIBITOR?
- WHAT ARE THE ACOUSTICS IN THE WINTERLAKE LIKE?
 AMAZING!
- WHERE IS THE DANCE FLOOR?
 THE LOCATION OF THE DANCEFLOOR IS BASED ON THE ROOM CONFIGURATION.
- DO YOU ALLOW DRY ICE MACHINES OR SMOKE MACHINES?
 WE DO NOT ALLOW DRY ICE MACHINES OR SMOKE MACHINES AS THEY SET OFF THE SMOKE ALARMS! VIOLATION OF THIS POLICY WILL RESULT IN A FINE OF £500.

TRANSPORT. SIGNAGE AND CAR PARKING

- WHAT ARE THE CAR PARKING FACILITIES AT THE VENUE?
 WE HAVE PLENTY OF CAR PARKING SPACES AND CARS MAY BE LEFT OVERNIGHT, AT
 THE OWNERS' RISK FOR COLLECTION THE NEXT MORNING BY 10.30 AM AT THE LATEST.
- CAN I ORGANISE FOR A COACH TO PICK UP MY GUESTS?
 YES BUT PLEASE INFORM THE VENUE TEAM SO THEY CAN ARRANGE FOR THE COACH PARKING SPACES TO BE FREE. PLEASE ALSO INFORM YOUR COACH COMPANY TO USE THE DESIGNATED SPACES ONLY.

FAQ'S

- WHERE DOES MY WEDDING CAR ACCESS THE VENUE?
 YOU CAN BE DRIVEN RIGHT UP TO THE FRONT ENTRANCE OF THE HOTEL.
- CAN WE PUT UP DIRECTIONAL SIGNAGE FOR OUR WEDDING?
 YES, SIGNAGE CAN BE PLACED BY THE TEAM INSIDE THE VENUE. EXTERNAL SIGNAGE IS NOT PERMITTED

GENERAL

- DO MY SUPPLIERS/CONTRACTORS NEED TO HAVE PUBLIC LIABILITY INSURANCE?
 YES, IT IS YOUR RESPONSIBILITY TO CHECK THAT ALL CONTRACTORS/SUPPLIERS YOU
 EMPLOY HAVE PUBLIC LIABILITY INSURANCE, ALL ELECTRICAL EQUIPMENT IS PAT
 TESTED AND SUPPLIERS COMPLY WITH HEALTH AND SAFETY REGULATIONS. PLEASE
 NOTE THE FABRICATION OF THE VENUE AND ITS FIXTURES AND FITTINGS CANNOT BE
 DAMAGED IN ANY WAY, MOVED OR RE-LOCATED. CHARGES WILL BE LEVVIED FOR ANY
 DAMAGE INCURRED DURING YOUR EVENT.
- YES, BUT IT IS YOUR RESPONSIBILITY TO ENSURE THAT YOU COMPLY WITH ALL HEALTH AND SAFETY REGULATIONS E.G. FIRE PROOFING DECORATIONS AND ALL ELECTRICAL EQUIPMENT IS PAT TESTED. YOU WILL ALSO NEED PUBLIC LIABILITY INSURANCE. WE ADVISE THAT YOU USE FULLY INSURED CONTRACTORS AS ABOVE. NOTHING MAY BE AFFIXED TO THE WALLS OR DOORS VIOLATION OF THIS POLICY WILL RESULT IN A FINE OF £500.
- CAN I BORROW A LADDER TO PUT UP MY DECORATIONS?
 NO, DUE TO HEALTH AND SAFETY REGULATIONS WE CANNOT LEND LADDERS.
- DO YOU ALLOW MANDAP CANDLES OR OTHER OPEN FLAMES INSIDE THE HOTEL?
 YES, BUT IN ORDER TO COMPLY WITH CROWNE PLAZA MARLOW'S FIRE INSURANCE
 REGULATIONS THE FOLLOWING APPLIES: MANDAP CANDLES MUST BE EXTINGUISHED
 OUTSIDE AT THE END OF THE CEREMONY AND THE FLAME CANNOT BE TALLER THAN
 3-5CM, VIOLATION OF THIS POLICY WILL RESULT IN A FINE OF £500.
- **DO I NEED WEDDING INSURANCE?**THIS IS STRONGLY RECOMMENDED. TO COMPARE WEDDING INSURANCE PRICES PLEASE VISIT: WWW.COMPARE-WEDDINGINSURANCE.COM.
- WILL THERE BE SHOW ROUNDS ON MY WEDDING DAY?
 THERE MAY BE SHOW ROUNDS BOOKED IN ON YOUR WEDDING DAY BUT THESE WILL FINISH BY MIDDAY.
- IS THE VENUE HEATED?
 WE HAVE A STATE OF THE ART DAIKIN HEATING SYSTEM THROUGHOUT THE HOTEL
- DOES THE VENUE HAVE AIR CONDITIONING?
 WE HAVE A STATE OF THE ART COOLING SYSTEM THROUGHOUT THE HOTEL
- DO YOU HAVE DISABLED FACILITIES?

 THE FIRST FLOOR EVENTS CENTRE IS ACCESSIBLE VIA STAIRS AND A LIFT. WE HAVE DISABLED TOILET FACILITIES ADJACENT TO THE THE GROUND FLOOR PUBLIC AREAS AND ON THE FIRST FLOOR EVENTS CENTRE LEVEL.
- WHERE CAN GUESTS LEAVE COATS?
 THE HOTEL CAN SET UP A COAT CHECK ON REQUEST
- WHAT PHOTOGRAPHIC LOCATIONS ARE AVAILABLE?
 THERE ARE SOME TRULY WONDERFUL PHOTOGRAPHIC OPPORTUNITIES BOTH INSIDE AND OUTSIDE, INCLUDING VARIOUS LAKE SIDE AND LOVELY GARDEN SHOTS.
- CAN WE RELEASE BALLOONS AND/OR SKY LANTERNS OUTSIDE?

 UNFORTUNATELY IT IS NOT POSSIBLE AS THESE ARE HAZARDOUS TO THE WILDLIFE ON THE ESTATE.
- DO YOU HAVE ANY FACILITIES FOR BABIES?
 THERE ARE FOUR HIGHCHAIRS AND 2 BABY CHANGING FACILITIES IN THE HOTEL.

- FAQ'S
- IS CROWNE PLAZA MARLOW A SMOKE & VAPE-FREE ENVIRONMENT?
 IN LINE WITH THE LAW, SMOKING IS NOT ALLOWED ANYWHERE INSIDE THE
 BUILDINGS, GUESTS CAN SMOKE IN DESIGNATED AREAS OUTSIDE AND RECEPTACLES
 ARE PROVIDED. NO SMOKING OR VAPING IS ALLOWED ON THE WINTERLAKE TERRACE.
- DO YOU ALLOW CONFETTI?

AS WE HAVE GRAVEL PATHS WE REGRET THAT WE CANNOT ALLOW CONFETTI. PLEASE INFORM YOUR GUESTS. WE DO ALLOW FRESH OR DRIED FLOWER PETALS BUT REQUEST THAT THESE ARE THROWN OUTSIDE THE HOTEL OR ON THE TERRACE WHICH CAN BE SWEPT. CONFETTI BOMBS ARE NOT ALLOWED INSIDE OR OUTSIDE AT THE VENUE AND CARRY A £500 PENALTY FEE.

- DO YOU ALLOW FIREWORKS?

WE ARE MORE THAN HAPPY TO ACCOMODATE FIREWORKS OUT OF CONSIDERATION TO OUR NEIGHBOURS THESE MUST END BEFORE 10:30 PM. PLEASE ASK FOR DETAILS OF OUR PREFFERED SUPPLIER. FIREWORKS OVER THE LAKE ARE TRULY SPECTACULAR.

GENERAL CONTINUED

- ARE DOGS ALLOWED?

OWING TO THE NATURE OF THE ESTATE, DOGS ARE NOT PERMITTED. EXCEPT GUIDE DOGS

- DO WE HAVE TO USE THE AUTHORISED SUPPLIERS?

NO. PLEASE ENSURE ALL SUPPLIERS USED, HAVE £5 MILLION PUBLIC LIABILITY INSURANCE AND COMPLY WITH ALL HEALTH AND SAFETY REGULATIONS.

- DO YOU ALLOW DRONES?

PERMISSION TO USE A DRONE MAY GRANTED ON A CASE BY CASE BASIS COMMERCIAL DRONE INSURANCE AND/OR PUBLIC LIABILITY INSURANCE MUST BE IN PALCE. THE VENUE MUST BE PROVIDED WITH A COPY OF THE RAW VIDEO FOOTAGE

Crowne Plaza Marlow
Fieldhouse Lane, Marlow SL7 1GJ
E: weddings@cpmarlow.co.uk
T: 01628 496 800
www.cpmarlow.co.uk