

## **Banqueting events**

Welcome to the Bruntsfield Hotel.....

We're delighted that you are considering hosting your lunch or dinner event with us.

Organising a large lunch or dinner can be slightly daunting however our team here at the Bruntsfield Hotel will guide and assist you through every little detail. With our extensive experience, professionalism and award winning team, you're in safe hands.

If you have not already had an opportunity to talk to one of our experienced banqueting co-ordinators, please call us to make an appointment for an initial meeting. Come in for a coffee and an informal talk about your ideas for your event. That's the starting point and we'll take it from there.

The Bruntsfield Hotel enjoys an excellent reputation in Edinburgh for the high quality of its events, a reputation earned from many years of providing professional and individual special occasions. This stylish townhouse hotel offers a blend of classical and elegant interiors and overlooks the beautiful Bruntsfield Links park.

Our contemporary styled Cardoon suite, with direct access to our terrace garden, has its own entrance and can accommodate from 40 to 100 guests. The garden terrace is perfect for your guests to enjoy a drinks reception.

Food is the most important aspect and our team of talented chefs will ensure that your chosen menu is prepared to perfection. We offer a wide variety of menus to suit all tastes, but if you prefer, you can tailor make your own from the menu selector.

We offer special room rates to your guests and have beautifully appointed bedrooms in various styles.

Thank you for considering the Bruntsfield Hotel and we look forward to welcoming you in person.

Jason Doga  
General Manager

## **Our event suites**

### **Cardoon Suite**

This suite is situated on the ground floor and has its own entrance and direct access through the conservatory to our secluded garden terrace. This suite can accommodate up to 100 guests for lunch or dinner with dancing.

### **Blythwood Room**

This room is ideal for more intimate lunches and dinners and can accommodate up to 15 guests. The adjacent lounge can be used privately for a drinks reception.

### **Cardoon conservatory**

Our conservatory has direct access to the garden terrace and can accommodate up to 35 guests for a lunch or dinner. Using the adjacent Cardoon Suite we can accommodate a total of 100 with dancing.

### **Garden Terrace**

Our secluded garden terrace is perfect for your guests to enjoy reception drinks.

To present the Cardoon Suite at its very best we strongly recommend that you use chair covers on all your chairs. For only £3.50 per chair we will supply and fit white, cream or black chair covers. Chair bow ribbons in a variety of colours can also be supplied for £2.00 per chair.

## Reception canapés

To start your lunch or dinner why not welcome your guests with a reception, we offer this canapé menu selector to give you a perfect way to welcome your guests with a reception drink.

Cucumber & goat's cheese

Crispy black pudding bonbons, apple sauce

Mini vegetable spring rolls, sweet Thai dipping sauce

Oatmeal crusted haggis, whisky crème fraiche

Mini chicken satay sticks, soy dipping sauce

Avocado, tomato & cucumber tartlet

Salmon & dill mousse tartlet

Chilled tomato & basil consommés

Smoked salmon, cream cheese & dill roulade

Chocolate dipped strawberries

3 Choices - £5.55

5 Choices - £7.15

7 Choices - £8.70

## Banqueting menus

If you select menu one or two and would like a choice, there will be a supplement to your menu of £5.00 per person. Only items from menu one and two can be combined to offer a choice, other choices may cost a little more so please discuss this with your wedding coordinator.

<b>Classic menu one</b>	<b>Classic menu two</b>	<b>Gold menu three</b>	<b>Gold menu four</b>
Classic prawn cocktail <i>with wholemeal bread</i>	Cream of tomato & roast red pepper soup <i>crème fraiche &amp; chives</i>	Duck & ham terrine <i>rhubarb chutney</i>	Galia melon <i>bramble compote</i> & <i>Champagne sorbet</i>
ooOoo	ooOoo	Leek & potato soup	Cream of wild mushroom & tarragon soup
Supreme of chicken <i>Arran mustard &amp;</i> <i>Drambuie cream sauce</i>	Herb crusted loin of pork <i>black pudding &amp; coarse grain</i> <i>mustard jus</i>	ooOoo	ooOoo
<i>Seasonal vegetables, potatoes</i> <i>with chive butter</i>	<i>Seasonal vegetables, potatoes</i> <i>with chive butter</i>	Roast supreme of chicken stuffed with haggis <i>whisky cream sauce</i>	Roast rib of scottish beef <i>shallot &amp; red wine jus</i>
ooOoo	ooOoo	Grilled fillet of sea bass <i>lemongrass sauce</i>	Baked fillet of scottish salmon <i>white wine &amp; dill cream sauce</i>
Strawberry & white chocolate cheesecake <i>berry coulis</i>	Sticky toffee pudding <i>vanilla ice cream</i>	<i>Seasonal vegetables, potatoes</i> <i>with chive butter</i>	<i>Seasonal vegetables, potatoes</i> <i>with chive butter</i>
ooOoo	ooOoo	ooOoo	ooOoo
Coffee and homemade fudge	Coffee and homemade fudge	Cranachan <i>heather honey &amp; toasted oatmeal</i>	Eton Mess
<b>£29</b>	<b>£29</b>	Tangy lemon tart <i>orange &amp; Cointreau compote</i>	Brandy snap basket <i>mandarin &amp; lemon mousse, lime</i> <i>sorbet</i>
		ooOoo	ooOoo
		Coffee and homemade fudge	Coffee and homemade fudge
		<b>£35</b>	<b>£35</b>

## Display buffet

Our buffet menu offers your guests a wide choice of beautifully presented food with the flexibility of both table service and self-service from the menu. Our attentive staff will take orders from your guests and serve the starter course and dessert course which allows your guests the flexibility to help themselves to the wide choice of main courses from the buffet table.

### Menu

A classic soup with crusty bread  
Galia melon, bramble compote and Champagne sorbet

ooOoo

#### Cold cuts:

Roast rib of Scottish beef  
Roast glazed ham  
Poached supreme of chicken  
Poached side of salmon

#### Salad bowls:

Dressed mixed leaves  
Tomato & red onion  
Rainbow coleslaw  
Pasta with pesto  
Mixed beans & rice

#### Potato bowls:

Potato & chive salad  
Baby potatoes with parsley butter

#### Hot dishes (select one):

Coq au vin & rice  
Beef Stroganoff & rice  
Grilled Mediterranean vegetables & haloumi

ooOoo

Scottish farmhouse cheeses & chutney  
Sticky toffee pudding, vanilla ice cream  
Dark chocolate torte, mandarin compote

ooOoo

Coffee and homemade fudge

**£39**

## Menu selector

Please select your dish for each course of your lunch or dinner. You can, if you wish, choose two dishes per course which will give your guests a choice. Please use the higher priced dish, per course, when calculating the total menu price. Further assistance with your menu is available from our banqueting coordinators.

### Starters

<b>Terrine of Scottish salmon</b> chive crème fraiche & dill dressing	£7
<b>Chicken liver &amp; mushroom pate</b> redcurrant jelly, oatcakes	£7
<b>Galia melon with raspberry compote</b> Champagne sorbet	£7
<b>Grilled goats cheese &amp; beetroot tart</b> dressed salad	£6
<b>Smoked salmon mousse</b> herb salad & chive dressing	£7
<b>Mixed leaves, crumbled blue cheese beetroot, walnut &amp; fig salad</b>	£7
<b>Crispy haggis parcel</b>	£7

### Soup (starter or intermediate)

<b>Leek &amp; potato</b>	£6
<b>Cream of wild mushroom &amp; tarragon</b> garlic croutons	£6
<b>Cream of tomato &amp; roast pepper soup</b> crème fraiche & chives	£6
<b>Traditional French onion</b> gruyere crouton	£6
<b>Parsnip &amp; sweet potato</b> heather honey	£6
<b>Ayrshire smoked ham &amp; lentil broth</b>	£6
<b>Roast pumpkin &amp; sweet potato soup, chilli</b>	£6

## Menu selector

<b>Mains</b>			
<b>Roast breast of turkey</b>	£18	<b>Spinach &amp; ricotta tortellini</b>	£17
leek & cranberry cream sauce		tomato & basil sauce, pesto, rocket & Parmesan shavings	
<b>Roast sirloin of beef</b>	£19	<b>Desserts</b>	
red wine jus, Yorkshire pudding		<b>Sticky toffee pudding</b>	£7
<b>Escalope of pork</b>	£18	vanilla ice cream	
creamed wild mushroom sauce		<b>Dark chocolate torte</b>	£7
<b>Supreme of chicken</b>	£18	caramel ice cream	
Arran mustard sauce		<b>Crème brulee</b>	£7
<b>Braised Borders lamb</b>	£18	shortbread	
redcurrant & rosemary jus		<b>Strawberry &amp; white chocolate cheesecake</b>	£7
<b>Fillet of Scottish salmon</b>	£18	berry coulis	
white wine & dill cream sauce		<b>Brandy snap basket</b>	£7
<b>Fillet of sea bass</b>	£18	mandarin & lemon mousse, lime sorbet	
lemongrass sauce		<b>Selection of Scottish cheeses</b>	£8
<b>Poached fillet of smoked haddock</b>	£18	chutney, oatcakes	
dill beurre blanc		<b>Coffee</b>	
<b>Vegetarian</b>		<b>Filter coffee with</b>	
<b>Butternut squash risotto</b>	£17	mints	£3
rocket salad, Parmesan shavings		petits fours	£4
<b>Goat's cheese &amp; ratatouille tart</b>	£17		
watercress salad, honey & lemon dressing			

## Bruntsfield Hotel - Banqueting booking form

To reserve and confirm a banqueting event at the Bruntsfield Hotel please complete and return this signed Booking Form with the signed Terms and Conditions form. When we receive these signed forms we will write to you and confirm your event.

Client name or Company/Organisation name .....

### Contact name

Mr / Mrs..... First name..... Surname.....

Client address:.....

.....Postcode:.....

Client home tel no:.....Client mobile no: ..... Client email address:.....

### Company/Organisation

Company/Organisation contact.....

Company/Organisation name.....

Company/Organisation address.....Postcode.....

Tel No:.....

Contact email address:.....

Date of event:.....

Suite booked:.....

Please note that once the Booking Form has been completed all Terms and Conditions (see following page) apply. I confirm the booking of the above event and agree to the Terms & Conditions.

Client signature:..... Please print..... Date:.....

## TERMS AND CONDITIONS

### Prices

The prices in this brochure are valid from 1st January 2017 to 31st December 2017 and are inclusive of VAT @ 20% and will not normally increase unless there is exceptional circumstances e.g. an increase in VAT. However, we reserve the right to apply an increase to these prices, with prior notification, in the event of unexpected (and rare) events. If you are booking your event over a year in advance you should expect that there will be an increase on these prices.

### Restricted dates

There are certain dates in the year e.g. weekends in the month of December, Christmas Day, Hogmanay and New Year's Day which will be subject to a minimum spend per person on food and drink.

### Minimum numbers

Our Cardoon Suite requires a minimum number of 50 guests on Saturdays. If your guest numbers fall below the specified minimum numbers, then a surcharge of the number of guests below the minimum numbers times your chosen menu will apply.

### Provisional bookings

You can make a provisional booking which we will hold for 14 days to allow you to co-ordinate other arrangements. If the provisional booking remains unconfirmed after 14 days we will automatically release the booking.

### Confirmation

To confirm your booking the person who is responsible for the final account (the Client) must complete our booking form and return the signed Terms and Conditions form. A surcharge of 3% is applied to credit card payments. Deposit conditions may apply.

### Deposits and part payment

Deposit conditions, if applicable, will be discussed at the time of booking. A surcharge of 3% is applied to credit card payments.

### Account payment

Final numbers for your event must be provided 21 days before the date. A pro-forma invoice for the estimated cost of your event, based on your final numbers, will be prepared and is payable in full 14 days before the date of your event. This will be the minimum number of guests charged for. Any additional costs added after payment of your account must be paid for prior to your departure from the hotel unless credit facilities have been pre-arranged. Interest on overdue accounts will accrue at the rate of 3% above the Bank of Scotland base rate from the date the account is due. A surcharge of 3% is applied to credit card payments.

### Damage

The client is responsible for any loss or damage to the premises or building of the Bruntsfield Hotel which is caused by the client or his/her guests or agents.

### Gifts

The Bruntsfield Hotel is not responsible for any loss, damage or storing of any gifts. The client is responsible for the movement and storage of any gifts and for ensuring that they are taken with you at the end of the event. The Bruntsfield Hotel is not responsible for any gifts which are stored in hotel bedrooms.

### Cancellation policy

Events are booked many months in advance. If you cancel at short notice it is very unlikely that we will be able to take a replacement booking and in such circumstances the following cancellation charges will apply.

Within 40 weeks	50% of total estimated value
Within 36 weeks	60% of total estimated value
Within 20 weeks	70% of total estimated value
Within 16 weeks	80% of total estimated value
Within 12 weeks	85% of total estimated value

Cancellation costs include menu price plus any room hire and any estimated bar amount. The above are charged using the number of guests booked on confirmation.

### Beverages and food

No wine, spirits or food products may be brought onto the premises and be consumed by clients or guests on the premises of the Bruntsfield Hotel without the agreement of the hotel. Should it be brought to the attention of the Bruntsfield Hotel that your guests are consuming their own alcohol (not purchased from the relevant bar) a relevant corkage charge per bottle (£15 for wine and £75 for spirits) will be applied to the main client account.

### Dietary requirements

We cannot guarantee that foods produced and served at the Bruntsfield Hotel do not contain traces of other food products. We endeavour to cater for special diets but cannot be held responsible for any food allergies which may result. Full allergen listings can be provided if required.

I agree and understand all the terms and conditions:

Client signature.....

Client Company/Organisation (if applicable).....

Date of signing.....

Print Client Name.....

Date of event.....

Address.....

.....

..... Postcode.....