

# Warren Weir Dry Hire

#### Saturday, Sunday and Bank Holiday Mondays

Warren Weir is a wonderfully unique offering nestled within the stunning 1065-acre grounds of Luton Hoo Hotel, Golf & Spa. It offers a range of luxurious bedrooms & suites. All of which are finished to the highest standards.

With reception space for up to 220 guests in a dinner dance setup, 264 guests with chivari chairs. Or up to 348 guests for a dinner only.

This stunning venue enjoys panoramic views of the River Lea and surrounding parkland, as well as a wedding venue for those looking for complete privacy and exclusivity.





# Our function suites

### Lea Roding Suite



The Lea Roding Suite offers the largest event space at Warren Weir.

The 342m sq. columned room has an open fireplace, adjacent terrace and direct access from Warren Weir's catering facilities and kitchen. The suite can cater up to 264 guests in a dinner dance set up with hired chivari chairs.

# Luton Hoo

HOTEL, GOLF & SPA

# Our function suites









## Hire Charges

2024: £10,000 Inc VAT & a £2500 security deposit which is refundable post-event. 2025: £14,500 Inc VAT & a £2500 security deposit which is refundable post-event.

Dry Hires include the following;

35 round banqueting tables
10 trestle tables
300 banqueting chairs
parking
cloakroom facilities

Use of the banqueting kitchen/function space from 11 am – Midnight. (£500 Inc VAT per room, per extra hour before or after).

All additional requirements are to be provided by the client/caterer.





### Accommodation

Warren Weir offers 84 bedrooms. A minimum of 30 must be booked to open the Warren Weir accommodation building.

If under 30, the bedrooms will be located in the Country Club or Parkland. Rates are inclusive of bed & breakfast, inclusive of VAT, based on two guests per room. Friday, Saturday and Sunday - £220 | Supplements will apply for suites £50 per child sharing a room with two adults up to a maximum of two children 3-16 years.



## Booking & Payment Information

A security deposit of £2500 is to be paid prior to the event, to secure against any damage to the venue. This amount will be refunded post event providing no damage has been caused. Upon confirmation of the booking, a contract will be issued along with terms & conditions to be signed. A non-refundable deposit of 20% is also required to secure the booking.

3 months prior to your event 50% of the final balance is required, with the remaining balance due no later than 1 month prior to the event.

External Suppliers

All external suppliers must have £10 million Public Liability Insurance. All suppliers must complete a Risk Assessment Method Statement

Additional Extras

Please note that these charges are not included with the function hire costs and form part of the contractual use for the space, all prices are quoted inclusive of VAT where applicable.

Additional hours per room outside of the agreed function times or part hour thereof (must be arranged prior to the event) £500

Power – connection to 63amp three phase power £300



### Terms & Conditions

- · There is no access to the Mansion House and the rest of Luton Hoo's grounds
- The Caterer is responsible for the set up of the function rooms. Tables will be stacked along with the required chairs for your caterer to put into position as per your floor plan
- Cooking with gas is not permitted within the building, including in kitchens
- Supply of food & beverage venue hire of Warren Weir entitles the client to provide all food & beverage
- If you wish to use our bar there will be an additional £650.00 charged for full use of the bar to stock drinks, with up to 4 bar staff (8-hour shifts) for the duration of your event and full use of the hotel's bar glassware
- · Guests are not permitted to enter the kitchen area at any time
- You will be responsible for bringing in drinks service staff through your caterer or professional bar staff to run your bar if not hiring usage of the hotel's bar and staff
- · All table linen, crockery, cutlery & glassware are to be supplied by your caterer
- Only Pre Approved Caterers may be used (see list of specialist caterers)
- Caterers must take responsibility to accept & receive any deliveries
- Staging and audio-visual equipment can be hired in by the hotel please ask for details
- The maximum capacity of the Lea Roding Suite is 290 without any other equipment (e.g. staging, dance floor, etc.) – based on 29 round tables
- Maximum capacity for the Lea Roding Suite with a dance floor is 220 based on 22 round tables
- Any external suppliers must provide the hotel with their Public Liability Insurance certificate to a minimum value of £10 million in advance of the wedding day & complete a Risk Assessment And Method Statement.
- Any DJ or entertainment acts must adhere to a reasonable amount of noise and bass determined by the hotel (95 decibels inside) with no external noise after 22.30
- Luton Hoo Hotel can supply a vacuum cleaner for carpets; client/caterers must supply all other cleaning equipment, Warren Weir to be cleaned and vacated by 02.00.
- Fireworks are permitted through fantastic fireworks only.



## Specialist caterers

#### Asian Caterers

Ragasaan

Number: 020 8839 0880 Email: leads@ragasaan.com Website: www.ragasaan.com

Greenleaf

Number: 020 8574 0159

Email: eventsteam@greenleafservices.com Website: www.greenleafservices.com

> Sapna Caterers Ltd. Number: 020 8965 5145 Email: sales@sapna.co.uk Website: www.sapna.co.uk

### Mediterranean / Turkish Caterers

Ezra Events

Number: 020 3795 5974 Email: info@ezraevents.com Website: www.ezraevents.com/

Noura

Number: 020 7235 9444 Email: Enquiry sheet on website Website: www.noura.co.uk

### African / Caribbean Caterers

Beke Caterers

Number: 07963 511 155 Email: info@bekescaterers.com Website: www.bekescaterers.com

### Jewish | kosher caterers

Phillip Small Number: 020 8200 5666 Email: info@phillipsmall.co.uk

Website: www.philipsmall.co.uk

Litke Caterers Number: 020 3332 0555 Email: catering@litke.co.uk Website: www.litke.co.uk

Ben Tenenblat
Number: 020 8205 0463
Email: info@ben-tenenblat.com
Website: www.ben-tenenblat.com

James A. Zimmer Number: 020 8830 8330 Email: events@jameszimmer.co.uk Website: www.jameszimmer.co.uk

Itzik Catering
Number: 020 8438 9891
Email: ifeder@itzikcaterers.com
Website: http://www.itzikcaterers.com