

YOUR WEDDING OR CIVIL PARTNERSHIP AT PEARSE HOUSE

Your unique day can take place in the beautiful surroundings of Pearse House, now officially licensed to hold Civil Weddings and Partnership Ceremonies. At Pearse House you can be sure in the knowledge that all of our attention will be focussed on you, making your day a truly memorable one.

This highly individual approach can be further enhanced by taking our exclusive use arrangement, thus ensuring that yours is the only celebration taking place at Pearse House.

If looking for a winter wedding amid a Victorian setting with roaring log fire, we have an elegant Ceremony Room with a seating capacity for up to 60 guests. Alternatively, during the summer months, you may decide to opt for an outdoor ceremony held on our floral clad balcony overlooking the gardens, weather permitting.

For your post ceremony reception, our dining rooms can accommodate from 30-80 guests for either a Four Course Luncheon/Dinner or Fork Buffet dining. Larger gatherings can be catered for with our Evening Buffets (150). We pride ourselves on our flexibility regarding menus and offer several packages to suit all budgets.

With 39 rooms available, your visiting guests can take advantage of our overnight accommodation at preferable rates to make for a truly relaxed gathering.



We offer a very personal service and a knowledgeable staff who will liaise with you to ensure that every detail is arranged as you would wish. We are sure that our vast experience in organising many celebrations each year will make your day a day to remember.

Please telephone our Wedding and Partnership Manager to make an appointment to view Pearse House and its facilities, when we will be delighted to discuss your requirements.



MAKING YOUR BOOKING

If you wish to make a provisional booking we will continue to hold your preferred date for up to 14 days pending receipt of your confirmatory deposit and photocopy of your wedding insurance policy. In the event of cancellation the deposit is non-refundable and a cancellation fee will be applied.

Your arrangements may be reviewed with our experienced staff at any time but, in any case, we will contact you 8 weeks prior to the day to bring together all details and final guest numbers. Special dietary requirements must be advised at this time. The outstanding balance for any extra guests, wine or other sundry charges, as agreed, will be payable within 14 days after the event.



Also available at additional cost:

- Fresh flowers
- Coloured Linen Napkins
- Chair Covers
- Red Aisle Runner
- Wine
- Evening Disco
- Balloon Displays

We will be delighted to assist you in arranging any of the above and can also advise on photographers, transport, stationery, cake etc.

ACCOMMODATION FOR YOUR GUESTS

Concessionary rates for overnight accommodation and breakfast for your guests are offered on the basis that wedding and partnership parties conclude by midnight. It is advisable that your guests be responsible for booking their own accommodation in order to ensure specific requirements can be met. If booking on behalf of your guests, we request individuals contact us to confirm their booking.



DAMAGE

Please note the client is deemed responsible for the orderly manner of the function. Any loss or damage to Pearse House property and equipment will be charged to the host. A credit card number is taken for this purpose.

COMPLETE WEDDING & CIVIL PARTNERSHIP CEREMONY SERVICE

If you are thinking of holding your Wedding or Civil Partnership Ceremony at Pearse House along with your reception, you may feel that being able to make all your arrangements through us is a practical and sensible move.

Our professional team can help provide you with all the necessary information you require to ensure your day runs smoothly.

With our vast experience and knowledge of local Wedding service providers we can assist you in the essential planning of all your wedding arrangements.

CIVIL CEREMONY

As soon as you have made a provisional booking at Pearse House for your Wedding or Civil Partnership Ceremony you should contact the Superintendent Registrar for this district at Bishop's Stortford Registry Office. Telephone: 01279 652273

Every person marrying or joining in a Civil Partnership on a premises approved by a District Register Office must give their notice of intention to marry to the Superintendent Registrar of the district in which they are resident. Notices are currently valid for twelve months so although you may book your wedding well in advance, you will be advised when to give notice. Before you can give notice of your ceremony at your local register office, you must both be British or European Nationals and have lived in the district for a minimum of seven days. If you live in different districts, you must each give a separate notice to the Superintendent of your own area.

Any arrangements made for a ceremony to take place at Pearse House are dependent on:

1. The attendance of the Superintendent Registrar and the Registrar for the Bishop's Stortford District
2. The issue of the authority for marriage by the Superintendent Registrar to whom the notice of marriage / partnership was given.

If your notice of marriage or partnership has been given in a different district from the one in which Pearse House is situated, you will have to collect the authority before the ceremony and ensure that it is delivered to the Registrar in attendance.

Only a civil, non-religious ceremony can be permitted by the Superintendent Registrar.

The Ceremony Room at Pearse House has been licensed for a maximum of 60 people. The layout of the room, flowers and any other decorations can be discussed and agreed with our Wedding Manager.

The attractive balcony is also available for an outdoor ceremony, weather permitting!

CEREMONY AND RECEPTION PRICES

Pearse House offers a variety of venue hire and menu options to suit all requirements and budgets.

The following list shows you the different options available:

Hire of Pearse House for both a Ceremony & Reception	£800.00
Hire of Pearse House for a Reception only	£600.00
Hire of Pearse House for an Evening Reception	£500.00
Bar extension until midnight	£100.00

RECEPTION MENU OPTIONS

Pre Dinner Champagne & Canapé Reception	£20.00
Three Course Luncheon/Dinner	£45.00
Three Course fork Buffet Reception	£45.00
Two Course Fork Buffet Reception	£40.00
Evening Finger Buffet	£20.00

With the exception of the Champagne & Canapé Reception and the Evening Finger Buffet, the prices above include:

- Aperitifs for guests on arrival or after your Ceremony
- Your selected menu
- Champagne for your toasts
- White table linen
- Linen napkins
- Complimentary overnight accommodation for the couple on their celebration night.

A service charge of 10% will be applied to all food and wine consumed.

YOUR RECEPTION

To accommodate as wide a range of tastes and finances as possible, we offer a variety of cost options to suit your personal requirements and well as your budget. Tailor-made menus can be arranged, at an additional cost to meet specific preferences

CHAMPAGNE RECEPTION

Glass of Champagne,
Selection of Canapés
Fresh Strawberries

£20.00

THREE COURSE LUNCHEON/DINNER

Three Course Meal
All other facilities as above

£45.00

THREE COURSE FORK BUFFET RECEPTION

Cold Buffet Luncheon/Dinner
All other facilities as above.

£45.00

TWO COURSE FORK BUFFET RECEPTION

Cold Buffet Luncheon/Dinner
All other facilities as above.

£40.00

EVENING FINGER BUFFET

Selection of Hot and Cold Party Foods
Tea and Coffee

£20.00

All prices are inclusive of VAT and are subject to a 10% service charge. Children under 8 are charged at half-price. Babes in arms are free of charge. When catering for an Evening Buffet it is a requirement that we allow for at least 80% of your anticipated total number of guests. A minimum charge of £5.00 per person may apply if no evening buffet is required.

MENU SELECTION

THREE COURSE LUNCHEON/DINNER

STARTERS

Home-made Soup of your choice
with Croutons & Herbs
Fanned Melon with Prawns
Rosé-steeped Melon with
Strawberries & Mint
Plum Tomatoes with Feta Cheese on a bed
mixed leaves
Deep Fried Brie with Cranberry Sauce and
Rocket Salad
Crispy Bacon and Crouton Salad
with Feta Cheese
Champagne Salmon Roulade
Smoked Salmon & Norwegian Prawns
Salmon & Asparagus Terrine
Paté & Melba Toast

Please choose two options from each course
when planning your menu.

Customised menus to suit your personal
requirements can be arranged at an extra cost

MAIN COURSE

Roast Norfolk Turkey with Cranberry Sauce
Traditional Roast Beef with
home-made Yorkshire Pudding
Beef Wellington
Lamb Shanks in Red Wine Sauce
Rack of Lamb with Rosemary & Garlic
Fillet of Chicken in a Cream Sauce
Roast Chicken Breast in Tarragon Sauce
Medallions of Pork in Mustard Sauce
Fillet of Salmon in Parsley Sauce
Salmon Parcel with Watercress Sauce
Home-made Steak & Mushroom Pie
Home-made Vegetable Strudel
Mushroom Stroganoff
Mushroom, Blue Cheese & Spinach Parcel
topped with Hazelnuts
Vegetable Lasagne
Spicy Vegetable & Cheese Tortilla

**All served with roast, new or creamed
potatoes and a selection of seasonal
vegetables**

DESSERTS

Chocolate & Hazelnut Roulade
Fruit-filled Meringue Nests / Brandy Snap Basket
Lemon Meringue Pie
Selection of Cheesecakes
Raspberry Pavlova
Sherry / Fruit Trifle
Profiteroles with Chocolate Sauce
Fresh Fruit Salad
Home-made Fruit Pie/Crumble
Home-made Bakewell Tart

All served with Fresh Cream or Custard

Selection of English & Continental Cheeses with Biscuits

Freshly Filtered Coffee/Tea and Chocolate Mints

MENU SELECTION

TWO/THREE COURSE FORK BUFFET RECEPTION

For a three course buffet please choose two options from our selection of starters

Whole Roast Decorated Turkey with Cranberry Sauce
Whole Dressed Salmon
Home-made Vegetarian Quiche
Salad selection from our range which includes:
Waldorf, Russian, Potato, Pasta & Prawn, Rice, Tomato & Onion

Please choose two options from our selection of desserts

or

Selection of English & Continental Cheeses, Biscuits & Celery

Freshly Filtered Coffee/Tea and Chocolate Mints

These menus are suggestions only and we will be happy to discuss your preferences

EVENING BUFFET MENU

Vegetarian & Meat Selection of Bridge Rolls
Mozzarella Melts
Goujons of Breaded Chicken with BBQ Dipping Sauce
Sausage Rolls
Spicy Honeyed Cocktail Sausages
Potato Wedges and Dips
Vegetable Spring Rolls
Deep Fried mushrooms with a Garlic and Herb Dip
Vegetable Samosas
Pizza Bites
Paté with French Bread

Freshly Filtered Coffee/Tea

If required, an upgraded finger buffet can be arranged at an extra cost.

OVERNIGHT ACCOMMODATION

For delegates requiring overnight accommodation, Pearse House offers 35 bedrooms with en-suite facilities and an additional 4 bedrooms with separate bathrooms. All rooms are equipped with colour television and tea / coffee making facilities.

SINGLE BEDROOMS

- 1 situated in main house with en-suite bathrooms.
- 2 situated in main house with separate bathroom.
- 20 situated in training wing with en-suite bathrooms.

DOUBLE BEDROOMS

- 5 situated in main house with en-suite bathrooms.
- 1 Bridal room situated in main house with en-suite bathroom.

TWIN BEDROOMS

- 2 situated in main house with en-suite bathrooms.
- 4 situated in annexe building with en-suite bathrooms.



FAMILY BEDROOMS

- 1 situated in main house with 3 single beds and an en-suite bathroom.
- 1 situated in main house with 1 double bed, 2 single beds and an en-suite bathroom.

APARTMENT

2 double bedrooms and 1 single bedroom situated in annexe building with a shared bathroom.

Bed & Full English or Continental Breakfast.

- Single room £50.00
- Twin / Double room £80.00
- Family room £95.00
- Apartment £140.00

- Additional Beds & Cots £15.00

For bookings:

E-Mail: enquiries@pearsehouse.co.uk

Telephone: +44(0)1279 757400

Credit Card details required to confirm all bookings. Prices shown are effective as at January 2009 and are subject to change without notice. Payment on arrival, by cash or credit card. VAT inclusive at 15%

WINE LIST

RED WINE

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| 1 | Shiraz Malbec, Elementos | £13.00 |
| 2 | Merlot | £13.50 |
| 3 | Tempranillo Reserva | £14.50 |
| 4 | Valpolicella, Alpha Zeta | £15.00 |
| 5 | Château Turcaud | £16.00 |
| 6 | Bourgogne Pinot Noir,
Vincent Sauvestre | £18.00 |
| 7 | Fleurie, La Madone | £17.00 |
| 8 | Syrah, Viña Chocalán | £19.00 |

SPARKLING WINE

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| 20 | Innocent Bystander,
Sparkling Rosé - 37.5cl | £9.00 |
| 21 | Prosecco, La Delfina | £15.00 |
| 22 | Crémant de Bourgogne 'Prestige' | £19.00 |



ROSÉ WINE

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| 9 | Pinot Grigio Blush, La Delfina | £13.50 |
| 10 | Côtes du Provence Rosé,
Château du Cengle | £15.00 |

CHAMPAGNE

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| 23 | Roger Legros, Brut Champagne | £28.00 |
| 24 | Jean-Paul Deville, Carte Noire
Champagne | £32.00 |
| 25 | Louis Roederer, NV Champagne | £40.00 |

ROSÉ CHAMPAGNE

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| 11 | Roger Legros, Rosé Champagne | £32.00 |
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DESSERT WINE

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| 26 | Château le Bertrande, Cadillac | £12.00 |
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WHITE WINE

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| 12 | Chardonnay Viognier,
Elementos | £13.00 |
| 13 | Pinot Grigio, La Delfina | £13.50 |
| 14 | Chenin Blanc, Sangoma | £14.00 |
| 15 | Malvasia Primo | £14.50 |
| 16 | Sauvignon de Touraine,
Domaine Guy Allion | £15.00 |
| 17 | Bourgogne Chardonnay,
Vincent Sauvestre | £16.00 |
| 18 | Sauvignon Blanc, Tinpot Hut | £17.00 |
| 19 | Chablis, Vincent Sauvestre | £22.00 |

PORT

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| 27 | 2004 Late Bottled Vintage Port,
Quinta do Infantado | £22.00 |
| 28 | 2003 Vintage Port,
Quinta do Infantado | £33.00 |



TRAVEL INFORMATION



Pearse House is only minutes away from Stansted Airport, the M11 and from Bishop's Stortford train station.



From the M11 North:

Exit at J8 and head up the slip road to the roundabout and take the 5th exit – immediately following Services – signposted A120/Bishop's Stortford. At The next roundabout, which comes up within 200 metres, take first exit left (signposted A1250/Bishop's Stortford). At next mini roundabout, 800 metres, turn right into Parsonage Lane and Pearse House is the first entrance on the left directly opposite Birchwood School.



From the M11 South:

Exit at J8 and head up slip road to roundabout and take 2nd exit – immediately following Services – signposted A120/Bishop's Stortford. At the next roundabout, which comes up within 200 metres, take first exit left (signposted A1250/Bishop's Stortford). At next mini roundabout, 800 metres, turn right into Parsonage Lane and Pearse House is the first entrance on the left, directly opposite Birchwood School.



We are on the London Liverpool Street - Cambridge line. National Rail enquiries: 08457 484950



Parking is available on site.

