



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, five function rooms, hospitality lounge and private conference and leisure facilities including a swimming pool and gym. All of which are finished to the highest standards.

With reception space for up to 290 guests, Warren Weir is a completely self-contained waterside events village which can be used exclusively with our venue hire package, as well as combined with the 5 star amenities of Luton Hoo Hotel, Golf & Spa, including the 18-hole golf course and Country Club leisure facilities.

This stunning venue enjoys panoramic views of the River Lea and surrounding parkland, and doubles up as an ideal conference centre and exhibition space as well as a stunning all-inclusive wedding venue for those looking for complete privacy and exclusivity.

PRIMARY FUNCTION SUITES



Lea Roding Suite

With an ideal setting overlooking the water meadow and woodland, 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 for up to 290 banquet-style and is licensed for weddings.



Ravensbourne Suite

Offering a 298 sq. open plan room, the Ravensbourne Suite can cater for up to 250 guests reception style and 240 banquet-style.

The room offers full-length windows overlooking the weir and woodland areas and is licensed for weddings.

HIRE CHARGE

£15,000 + VAT + £1000 SECURITY DEPOSIT (REFUNDABLE POST EVENT)

No Saturdays in August are bookable however some week days are available.

PRICE INCLUDES THE FOLLOWING

Luton Hoo Hotel provides tables, chairs, parking, cloakroom facilities and use of the banqueting kitchen / function space from 11am – Midnight.

(£1,000 + 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 20 must be booked to open the accommodation building. If under 20, the bedrooms will be located in the Country Club.

Rates are B&B, inclusive of VAT, based on two guests per room.

Sunday and Friday - £175 | Saturday - £195 | Supplements will apply for suites

BOOKING & PAYMENT INFORMATION

A security deposit of £1,000 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.

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 exclusive of VAT where applicable.

Additional hours per room outside of the agreed function times or part hour thereof (<i>must be arranged prior to the event</i>)	£1000
Power – connection to 63amp three phase power	£200
Hire of Warren Weir's dance floor (6m x 6m)	£400
Hire of Warren Weir's Red / Cream carpet	£100
Security Guards per hour	£35
<i>Minimum of eight hour shift with public holidays charged at a premium rate</i>	
Staging per 1m x 2m piece	£50
Parking marshals per hour (or part hour thereof)	£25

TERMS & CONDITIONS

1. There is no access to the Mansion House and the rest of Luton Hoo's grounds
2. Your 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
3. Cooking with gas is not permitted within the building, including kitchens
4. Supply of food & beverage – venue hire of Warren Weir entitles the client to provide all food & beverage
5. If you wish to use our bar there will be an additional £550.00 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 hotels bar glassware
6. Guests are not permitted to enter the kitchen area at any time

7. 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 hotels bar and staff
8. All table linen, crockery, cutlery & glassware are to be supplied by your caterer
9. Only Pre Approved Caterers may be used (see list of specialist caterers)
10. Staging and audio visual equipment can be hired in by hotel – please ask for details
11. Maximum capacity of the Lea Roding Suite is 290 without any other equipment (e.g. staging, dance floor etc.) – based on 29 round tables
12. Maximum capacity for the Lea Roding Suite with a dance floor is 220 – based on 22 round tables
13. 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
14. 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
15. 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 01.00.

WARREN WEIR SPECIALIST CATERERS

Kosher caterers

Celia Clyne

www.celiaclyne.com

0161 705 1223 | info@celiaclyne.com

Jason Millan

www.jasonmillan.com

0208 207 3420 | info@jasonmillan.co.uk

Zeitlin & Co

www.zeitlin.co.uk

0207 561 7099 | info@zeitlin.co.uk

Philip Small

www.phillipsmall.co.uk

020 8200 5666 | Philip@philipsmall.co.uk

Asian caterers

Ragasaan

www.ragasaan.com

0208 839 0880 | sales@ragassan.co.uk

Sapna Caterers Ltd

www.sapna.co.uk

0208 965 5145 | Sales@sapna.co.uk

Saffron Culture & Cinnamon Culture

www.saffronculture.co.uk

020 8249 6163 | info@saffronculture.co.uk

*For more information, please contact our events team on
01582 698889 or events@lutonhoo.co.uk*