

Weddings at Roch Castle

Weddings are available at Roch Castle on an exclusive event basis, between November 1st and March 31st annually.

Maximum capacities:

	Maximum Capacity <i>(includes Wedding Couple)</i>
Roch Castle	
Ceremony - Sun Room	14
Ceremony - Chapel/Lounge	14
Wedding breakfast - Dining Room - sit down meal	14
Wedding breakfast - Dining Room - buffet	30
Evening reception (includes day guests)	30
Accommodation - double occupancy (three twin, three double beds)	12
Accommodation - single occupancy (double beds)	6

Two-night minimum stay - £6,500

** Excluding the Festive Season and Valentines*

** A three-night minimum may be required on certain dates.*

Wedding event fee includes:

- All bedrooms on a bed and breakfast basis, based on two people sharing
- Ceremony room, wedding breakfast and evening function room hire
- Post ceremony Champagne toast, one glass per person, based on the maximum ceremony capacity (Justerini & Brooks, 250th Anniversary Cuvee Champagne)
- Cake stand and knife
- Full use of bar and lounge facilities
- Set up of rooms
- Dedicated Event Co-Ordinator

An additional night can be booked on a bed and breakfast basis at £1,680



Deposit and Prepayment

In order to confirm a provisional reservation for a wedding we require a non-refundable deposit of 50% at the time of booking, which must be six months in advance of your wedding date. Once this deposit has been received your booking is considered confirmed by the venue and that you have agreed to our terms and conditions. Full prepayment is required in advance, one month prior to your wedding. Should you wish to pay amounts towards the balance periodically this is also acceptable.

Final numbers are required six weeks prior to your wedding. Once these are received this is the minimum that you will be charged, should your numbers increase then we will do our best to accommodate your extra guests and you will be charged accordingly. Should your numbers decrease after that time, then you will be charged the numbers that were confirmed one month before your wedding breakfast.

Should there be any final balance at the end of your wedding this should be settled before you depart the hotel, or by providing us with debit/credit card details, enabling us to charge the balance.

Cancellation

Should you have to cancel your booking, the initial deposit is non-refundable. Please see below for cancellation fees for the remaining balance.

- More than 60 days 50% of wedding costs, payable before the wedding date
- 30 - 60 days 75% of wedding costs, payable before the wedding date
- Less than 30 days 100% of wedding costs, payable before the wedding date

Accommodation

All luxury en-suite bedrooms are furnished to the highest standard. Facilities include telephone, Wi-Fi, radio, TV, tea making facilities and coffee maker, robes and slippers, hairdryer.

We require your rooming list at least one week in advance, noting any special requirements and expected time of arrival for check in. Reductions for single occupancy do not apply.

Roch Castle and Penrhiw Priory are hypo-allergenic venues, therefore we are unable to accept pets. Due to the historic nature of the properties, well behaved children 12 years old and over are welcome.

Maximum Numbers

Our maximum numbers are listed above. This number must be adhered to as we cannot contravene our fire certificate and the health and safety laws. In order to adhere to this, the venue management require that your guests attend by invitation only.



Food Offer

Roch Castle will provide a full cooked breakfast each morning between 8am and 10am, for resident guests only.

Any additional food, including the wedding breakfast and wedding evening food, must be booked with an external caterer and be approved by the Roch Castle management.

Music/Entertainment

Any live music or entertainment must be acoustic only. Please note there is no dance floor at Roch Castle.

Civil Ceremonies

Should you wish to have your ceremony in the hotel then you will need to contact the Registrar in Haverfordwest. They can be contacted on telephone number +44 (0)1437 775 176 during office hours.

Licensing Laws

Our Licence prohibits the cash sale of alcohol after 12 midnight between Monday to Saturday and 10.30pm on Sunday. The Management of Roch Castle and Penrhiw Priory reserves the right to end service from 11pm.

Hotel Property

The Management of Roch Castle hold you responsible for the behaviour of your guests. You will also be held liable for any wilful damage to hotel property and contents. Roch Castle reserves the right to retain your credit or debit card details and charge such amounts as it shall in its sole discretion deem fit on the said card(s) to compensate or make good the loss, damage, costs or expenses incurred by Roch Castle, as a result of the aforesaid. This includes any damage from smoking in the venues and/or grounds.

Your Property

The Management of Roch Castle will not accept liability in respect of any loss or damage to articles brought into the Hotel.

No Smoking Policy

Roch Castle and the grounds are non-smoking venues.



TWR Y FELIN HOTEL
ROCH CASTLE
PENRHIW PRIORY
Pembrokeshire, Wales

Noise Policy

We provide docking stations in each bedroom and the public rooms, which our guests are welcome to use. We cannot allow the use of any other speakers to play music in Roch Castle and request that you respect our neighbours and keep noise levels to a low level.

Check in/out times

Check-in time is from 4pm and check-out time is by 11am. A £20 per hour, per room charge will apply for late check-outs as we hope you will understand that we have limited time to turn the venue around for the next group of guests.

The Wedding Cake

Roch Castle cannot be held responsible for any items of food that have not been produced on the premises.

Confetti

Roch Castle have a No Confetti Policy. An additional clean up charge of £100 will be added to your bill should this not be adhered to.

Fireworks

Fireworks are not permitted at any time.

The organiser is responsible for the conduct of your guests whilst on hotel premises. Roch Castle reserves the right to refuse admission.

Signed Print Name Date