

# *Norfolk Arms Hotel*

Forever's with Forestdale  
Included in Your Special Day

- Complimentary Changing Room
- Cake Stand and Knife
- Services of our Banqueting Manager

We offer two venues varying in size to accommodate your special day

## *Fitzalan Howard Suite*

Catering for up to 100 guests, decorated in blues and gold the Ballroom is enhanced by six magnificent gilt mirrors as well as the minstrels' gallery. In addition to this, the Ballroom has a dance floor of just over 23 square meters, private bar and air conditioning.

## *Arun Restaurant*

Located on the ground floor, this venue can cater for up to 30 guests. The room is fully air-conditioned and has a wonderful bohemian glass chandelier.

## *Civil & Commitment Ceremonies*

As well as being a sought-after venue for wedding receptions, the hotel is also fully licensed for civil and commitment ceremonies. The Marriage Room is licensed for up to 60 guests.

## *Evening Receptions*

If you wish to extend your celebrations into the evening, perhaps inviting further guests to help you celebrate your special day to the end, we can help create the perfect evening reception for you. We are also able to assist in arranging entertainment.

## *Menus*

Please see below our Chefs suggestions for your wedding breakfast

# Norfolk Arms Hotel

Below is a selector to build your own menu and some specially designed set menus for you to consider. Our complementing drinks packages are also listed below

The evening food section is there for your information as well, and there are four options to choose from

If you need any particular items that are not included please mention them and we are confident we can arrange

## *Suggested Set Menus from our Chef*

Taffeta

Roast Tomato Soup with Basil rolled Croutons

.

Chicken Supreme with Red Wine, Button Mushroom and Shallot Sauce  
Selection of Vegetables and Potato

.

Warm Apple Pie with Ice Cream

.

Coffee or Tea with Mints

*£24.00 per person*

Cream of Leek and Potato Soup

.

Roast Loin of Pork with Apple Sauce and Sea Salt Crackling with Roasted Potatoes  
Selection of Vegetables

.

Vanilla Cheesecake with Red Berry Compote

.

Coffee or Tea with Mints

*£24.00 per person*

# *Norfolk Arms Hotel*

## *Lace*

Seasonal Fruit Platter and Melon with a Fruit Coulis

•

Turkey Fillet with Mushroom Sauce,  
Butter rolled New Potatoes  
Selection of Vegetables

•

Lemon Tart with Strawberry Coulis

•

Coffee or Tea with Mints

*£26.00 per person*

Ham Hock Terrine with Spiced Pear Chutney

Herb Crusted Salmon Fillet, White Wine and Cream Sauce  
Selection of Vegetables and Potato

•

Profiteroles with Chantilly Cream and Chocolate Sauce

•

Coffee or Tea with Mints

*£26.00 per person*

# *Norfolk Arms Hotel*

## *Satin*

Chicken Liver Pate with Salad Leaves and Ciabatta Toast

•

Slow Cooked Daube of Beef  
Selection of Vegetables and Potato

•

Crunchy Meringue topped with Berries and Vanilla Scented Cream  
Coffee or Tea with Mints

*£28.00 per person*

Prawn Cocktail with Marie Rose Sauce

Corn Fed Chicken Supreme, wrapped in Pancetta  
with Sun Blush Tomato and Basil Sauce  
Selection of Vegetables and Potato

•

Sticky Toffee Pudding with Caramel Sauce

•

Coffee or Tea with Mints

*£28.00 per person*

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## *Silk*

Scottish Smoked Salmon with Lemon and Capers

•

Roast Sirloin of Beef with Yorkshire Pudding and Gravy  
Selection of Vegetables and Potato

•

White Chocolate and Raspberry Cheesecake

•

Coffee or Tea with Mints

*£32.00 per person*

Confit Duck and Apricot Terrine

•

Fillet of Sea Bass with Crushed New Potato and Herb Dressing  
Selection of Vegetables

•

Cointreau Pannacotta with Caramelised Oranges

•

Coffee or Tea with Mints

*£32.00 per person*

# *Norfolk Arms Hotel*

*The following drinks packages are available*

## *Ruby Drinks Package*

Glass of Bucks Fizz or Pimms on Arrival  
Two Glasses of Specially Selected Chilean Maule Valley Merlot or Sauvignon Blanc Wine with  
the Meal  
Glass of Cordoniu Sparkling Wine for the Toast

*£13.50 per person*

## Sapphire Drinks Package

Glass of Sparkling Wine or Pimms on Arrival  
Two Glasses of Errazuriz Sauvignon Blanc or Cabernet Sauvignon with the Meal  
Glass of Cordoniu Sparkling Wine for the Toast

*£16.50 per person*

## *Diamond Drinks Package*

Glass of Pimms or Sparkling Wine Kir Royale  
Two Glasses Villa Maria Sauvignon Blanc or Torres Gran Sangre de Toro  
Glass of Louis Dornier NV Champagne for the Toast

*£20.50 per person*

## *Design your own*

Alternatively, an aperitif of your choice or additional wine and champagnes may be purchased  
from our extensive wine list by the bottle

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## *Wedding Selector*

Please choose one dish per course for your whole party

### *Starters*

Smoked Mackerel Salad with Lemon Dressing and Leaves	£5.50
Tomato Puff Pastry Tart with Pesto Dressing and Herb Salad	£5.00
Confit Duck and Potato Terrine	£6.00
Fruit and Melon Platter with Coulis	£4.95
Crayfish and Prawn Cocktail with Tomato and Lemon Mayonnaise	£7.00
Ham Hock Terrine with Spiced Pear Chutney	£6.00
Leek and Potato Soup with Herb Cream	£4.95
French Onion Soup with Cheese Crouton	£4.95
Marinated Mediterranean Vegetables with Olive Salad	£5.00
Smoked Salmon Roulade with Creamed Cheese and Tomato Dressed Prawns	£7.00
Grilled Garlic and Herb Marinated Halloumi Cheese with a Tomato and Pesto Salad	£6.00

*Why not enhance your event with a sorbet course*

### *Sorbets*

Sharp Lemon Sorbet	£3.00
Champagne Sorbet	£4.00

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## *Main Courses*

Roast Loin of Pork with Apple Sauce and Sea Salt Crackling and Roast Potatoes	£13.00
Roast Fillet of Sea Bass with Crushed New Potatoes and Herb Dressing	£16.00
Pot Roasted Baby Chicken with Button Onions and Mushrooms with Baby Potatoes	£15.00
Roast Leg of Lamb with Red Onion Marmalade Sweetened Sauce and Fondant Potato	£15.00
Herb Crusted Salmon Fillet with Oriental Style Noodles	£17.00
Supreme of Chicken Wrapped In Bacon with Red Wine Sauce and Creamed Potatoes	£13.00
Supreme and Confit Leg of Guinea Fowl with Spinach Fritter and Onion Potato Cake	£18.00
Fillet of Pork with Fondant Potato, Calvados and Apples	£17.50
Roast Sirloin of Beef with Yorkshire Pudding and Roast Potatoes	£19.50
Roast Turkey with Seasoning, Roast Potatoes Chipolata and Cranberry Sauce	£14.00

## *Vegetarian Alternative Main Course - Please Choose One Vegetarian Choice for Your Party*

Goat's Cheese Pancakes with Young Leaves with Chive Butter Sauce	£14.50
Risotto Cake of Mediterranean Vegetables with Red Pepper Coulis	£13.50
Mushroom and Green Bean Stroganoff	£13.50
Roasted Vegetable Wellington with Red Pepper Sauce	£14.50

All Main Courses are presented with a Selection of Vegetables

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## *Desserts*

Sticky Toffee Pudding with Caramel Sauce	£5.00
Lemon Tart with Raspberry Juices	£6.00
White Chocolate and Raspberry Cheesecake	£6.00
Fresh Fruit Meringue with Chantilly Cream	£6.00
Profiteroles with Chocolate Sauce	£5.00
Pear and Almond Tart with Vanilla Sauce	£5.50
Bread and Butter Pudding with Vanilla Sauce	£4.50
Apple Pie with Vanilla Ice Cream	£5.00
Cointreau Pannacotta with Caramelised Oranges	£6.00
Dark Chocolate Terrine with Coffee Bean Anglaise	£5.00
Platter of Cheese, Fruits and Biscuits (Per Table of 8)	£40.00
Coffee or Tea with Mints	£2.00
Coffee or Tea with Fudge and Chocolate	£3.50

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## *Canapé Platters*

These will be passed amongst your guests

### *Platter one – Cold Canapés*

Cheese Choux Buns V  
Seafood Tartlets with Tomato Mayonnaise  
Smooth Chicken Liver Parfait on Toast  
Seasonal Fruit Shots V  
Salmon and Cream Cheese Cheesecake  
Mozzarella and Tomato Skewers  
Parmesan Scones with Tomato Chutney and Ham  
Mini Vegetable Quiches with Cream Cheese V

*£5.50 per person*

Please Choose 4 Items

### *Platter two – Hot canapés*

Mozzarella and Rocket Pizza V  
Herb Fishcakes with Caper Sauce  
Creamy Celeriac Cappuccinos  
Brie Fritter with Chutney  
Tempura Vegetables with Chilli Sauce  
Smoked Haddock and Leek Risotto Balls  
Mediterranean and Parmesan Crumble Tarts V

*£5.50 per person*

Please Choose 4 Items

### *Platter Three – Hot and Cold Canapés*

Mozzarella and Rocket Pizza V  
Herb Fishcakes with Caper Dip  
Celeriac and Truffle Shots  
Brie Fritter with Chutney  
Tempura Vegetables with Chilli Sauce  
Smooth Liver Parfait on Toast  
Chive Cream Cheese Mousse  
Parmesan and Herb Scone with Ham and Tomato Chutney V  
Seasonal Fruit Shots V  
Mini Vegetable Quiches with Cream Cheese

*6.50 per person*

Please Choose 5 Items

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## Wedding Evening Reception Foods

### Evening Celebrations

If you wish to extend your celebrations into the evening, perhaps inviting further guests to help you celebrate your special day to the end, we can help create the perfect evening reception for you. These items are available for the evening event for both your evening and daytime guests and we ask for the satisfaction of your guests that you cater for them all

### Bronze Buffet Selection

A selector of finger and fork foods

Choose 5 items for £10.95 and add others as priced

Wraps with Various Fillings	£2.50
Assorted Closed Sandwiches on Brown and White Bread	£2.75
Fruit Skewers with Yoghurt Dip	£2.70
Assorted Pizza's	£2.70
Mozzarella and Tomato Skewers	£2.50
Honey and Sesame Seed Glazed Pork Sausages	£2.50
Fish Gluons with Tartar Sauce	£3.00
Salmon Skewers with Red Pesto	£3.00
Roasted New Potatoes with Chorizo and Balsamic	£2.75
Chicken Goujons with Garlic Dip	£3.00
Chicken and Pepper Kebabs	£3.50
Smoked Haddock Tartlets	£3.00
Teriyaki Marinated Beef and Peppers	£3.75
Vegetable Crudities with Dips	£2.00
Farmhouse Cheese, Pineapple and Cherry Tomato Sticks	£2.25
Crisp, Nuts and Pickles	£2.00
BBQ Chicken Wings	£3.50
Selection of Quiches	£2.50
Lamb Kofta with Cucumber and Mint Yoghurt	£3.00
Indian Style Samosas	£2.50
Garlic and Herb Baguettes	£2.75
Potato Wedges and Dips	£2.00
Fruit Tartlets	£3.00
Selection of Gateaux	£3.00

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## *Wedding Buffet Menu Selector*

### *Silver Buffet Selection £15.95 per person*

Display of Home Baked Ham and Turkey with Chutney and Pickles

Selection of Quiches

Freshly Baked Breads

.

#### SALADS

Pasta, Tuna and Bean Salad

Marinated Vegetables with Cous Cous

Finest Leaves Dressed with Grain Mustard and Honey

Roast Tomato and Thyme

.

Cheese Platter with Breads, Chutney, Fruit and Biscuits

Why not add a selection of chefs mini desserts to your evening meal for £3.00 per person

### *Gold Buffet Selection £18.95 per person*

Tempura Vegetables and Dips

will be passed amongst your guests

then

please choose three of the hot dishes which will be placed on a buffet for your guests

Chicken, Leek and Stilton Pie

Seafood Pie Topped with Creamed Potatoes

Mushroom Pasta Parcels with Herb Dressing

Vegetable Lasagne

Chilli Con Carne and Rice

Jacket Potatoes and Various Toppings

Classic Lasagne

Creamy Green Thai Chicken Curry with Sticky Rice

Sweet and Sour Pork, with Caramelized Pineapple and Rice

Stir Fry Vegetables with Noodles

.

Your choices for the evening will be served with a selection of vegetables and salad with crunchy baguette

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## *Cheese Selection £11.00 per person*

Cheese Patter with Breads, Chutney, Fruit and Biscuits

## *Extras*

Bowls of salad (20 portions per bowl)

Coleslaw £10.00

Potato and chive £10.00

Pasta £10.00

Cous Cous £10.00

Flasks of coffee (20 portions) £20.00

Jugs of orange juice £8.00

## *Midnight extras*

Why not enhance your friend's enjoyment of your big day with a surprise offering at the close of the evening (minimum of 50 guests)

Bacon and sausage Baps £4.95 per person

Roast pork and apple sauce Baps £4.95 per person

Cheesy Chips £2.50 per person

## *Entertainment*

We can host a range of entertainment and can assist where necessary, to include:

Disco

Karaoke

Bands

Soloists

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Please note that for Evening Receptions the entertainment to finish by midnight, with the Bar closing 11.45pm Sunday's the entertainment to finish by 11.00pm, with the Bar closing 10.45pm

## *Flowers*

You may provide your own, or the hotel can organise these for you from our local florist – prices on request. Alternatively, you may like balloons instead of flowers, and we will be happy to put you in touch with the right people.

## *Table Linen*

White linen is included free of charge. Coloured linen and chair covers can be arranged

## *Accommodation*

Our Best Available Rate for the night may be booked via our Website [www.norfolkarmshotel.com](http://www.norfolkarmshotel.com) or by telephoning the Hotel direct on 01903 882101

## *Room Hire*

Marriage Room £260.00

Fitzalan Howard Suite (full day) £350.00

Fitzalan Howard Suite (evening only) £250.00

## *Civil Ceremonies*

West Sussex County Council has granted us approval as a venue for the solemnisation of marriages.

## *The Marriage Room*

A comfortable room with ground floor entrance and natural daylight, it can accommodate a maximum of 60 guests. To make your ceremony more special you may arrange your own music either by CD or live music and also by adding your own words to the official ceremony.

A CD player is provided

*£260.00 Room Hire*

Please note it is your responsibility to book the registrar. The room hire rates quoted above are exclusive of the fee payable to the Registrar

West Sussex Registration District

Centenary House, Durrington Lane, Worthing

BN15 2QB

Telephone 01903 839350

Prices are valid for weddings taking place before 31st December 2011

Vat is included at the current rate

# *Norfolk Arms Hotel*

## *Akkeron Hotels*

Listed below are a number of guidelines that we operate in this hotel for everyone's safety. If you have any questions regarding these please contact any member of the management team or myself who will be happy to answer your questions.

## *Special needs*

If any of your party requires any special assistance e.g. wheelchair user/food allergies, please contact us as soon as possible so that we can discuss your requirements.

## *Buffets*

Buffets will be left out for 2 hours at ambient temperatures. At the end of this time, the food will be taken in the kitchen and disposed of. Unfortunately, due to food safety law, we are unable to allow any left over food to be taken off the premises.

## *Cakes or other authorised food supplied by guests*

For food safety reasons we will take a small sample of any food that is brought on to our premises that is to be given to your guests.

## *Companies supplying food for guests*

Companies supplying food to guests on the premises must have public liability insurance. We will also ask you to sign a disclaimer.

## *Activities organised for your guests by yourself to take place on our premises*

You will need to let us know as soon as possible if you are considering using our premises for activities involving your guests. Before you book the activity we ask that you request the following from the supplier:

- Public liability insurance
- Risk assessment and a safe system of operation including supervision of the activity

We must conform to current legislation and before you make a firm commitment to the activity going ahead, we will check the details with our Company Health and Safety Manager. Helicopter landings/take offs must be authorised by our Company Health and Safety Manager.

## *Bands/DJs/Live entertainment*

Any electrical equipment bought on to our premises must be in good working order and tested annually if it classes as portable appliance equipment. We reserve the right to suspend the use of any equipment if it appears to be in poor working order. Under no circumstances must any form of pyrotechnics be used with out our permission from our company. All bands and DJ's are required to hold public liability insurance; a copy of which must be given to the hotel before your wedding.

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## *Equipment brought on to our premises e.g. stands*

These should be in good working order and constructed so that they do not pose a risk to others walking near by.

## *Consumption of alcohol*

Under no circumstances will any alcohol be sold to under 18's and we may ask for proof of identification if appropriate.

## *Corkage*

No wines, spirits, beers or food may be bought into the hotel or its grounds, unless agreed with the hotel.

## *Flowers*

Should any floral decorations be arranged for the wedding day, we kindly ask that it is pre arranged with the bridal party and the floral creator for delivery to be made on the wedding day. The hotel has no cool storage place for fresh flowers, and it is preferred that the floral creator is present to decorate the venue on the day. Timings for this procedure can be arranged with the wedding co-ordinator. After the wedding reception has ended, the wedding venue is cleared and reset for the following day's events, so any floral arrangements wished to be kept after the wedding reception, must be taken to the bridal suite or a nominated guest's bedroom for safe storage.

## *Table decorations (Favours, Place cards etc.) | CD's | Candles*

Table decorations and CD's can only be accepted on the day of the wedding. Items must be securely packaged and clearly labelled with bridal party names and date. After the wedding reception has ended, the wedding venue is cleared and reset for the following day's events, so any decorations wished to be kept and the collection of CD's should be taken to the bridal suite or a nominated guests bedroom for safe storage. Any candles used should show the flame to be lower than the height of the receptacle.

## *Wedding cakes*

If you wish to keep any wedding cake that is left over, please ensure that you inform the hotel prior to the day in writing, although every care is taken when accepting and handling wedding cakes, we do not accept any liability for damages. On the day of the wedding, we shall erect the cake on the cake stand and during the reception take every possible care when the cake is dismantled to be cut and served to the guests. We advise that we cannot accept any wedding cakes before the day of the wedding. The delivery of the cake should be on the wedding day only. If you wish to save any left over slices of the wedding cake this must be removed from the hotel within 12 hours of being cut.

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## *Wedding gifts*

We do not accept wedding presents for safekeeping. Presents are the responsibility of the bride and groom or their family. Please be aware that wedding presents should not be left in the wedding venue room after the reception has ended. We advise that they should be taken to the bridal suite for safety.

Thank you for taking the time to read our guidelines. Please do not hesitate to speak to a member of management who will be able to give you further information.

## *Recommended Independent Services*

We can recommend the following to help you with the finishing touches.

Flowers by Rose Designs	01243 553819 - Eileen
Flowers of Rustington	6a Ash Lane, Rustington 01903 772430 <a href="http://www.flowersofrustington.co.uk">www.flowersofrustington.co.uk</a>
Catherine Francis	Bridal Boutique: 01903 883514 Shopping Arcade, Tarrant Street, Arundel.
Final Touch	01903 776631 – Every day including Sunday deliveries. Also supplies Chocolate Fountains, Balloons & Chair Covers
VIP Venues	Chair Cover Hire, Table & Venue Decoration 01243 584538 or 07921264910
Caroline & James	C & J Willis Photography 07804 649344 <a href="http://www.cjwillis.co.uk">www.cjwillis.co.uk</a>
John Murray Photographers	<a href="http://www.murraysphotography.co.uk">www.murraysphotography.co.uk</a> Tel Office: 01243 583918 Tel Mobile:07860 899181
Abi's Cakes	Creative cakes for every occasion 01903 882748, 0780 1921140 <a href="http://www.abiscakes.co.uk">www.abiscakes.co.uk</a>
Chris Video	Special memories on film 01903 501928
Jackie Linford	Pianist: Ring 01489 579998 (also provides a trio)

# *Norfolk Arms Hotel*

Ben Lathbury

Sally Whitaker

Bagpiper

Rick Bonner

Loz Thomas

Richard Crawford

Tim Barker

The DJ will be booked for you, by the hotel.

Planist: Ring 07894 274435

Harpist: Ring 01243 773388

Donald Brown: 01323 871441

General Entertainer –Tribute, Soloist 07932 380878

Band – trio/quartet/quintet 07963 940951

The hotel DJ: 01903 725325

The hotel DJ: 01243 586872

Magic Martin

Children and co-corporate entertainer 01903 532413

[thisismagic@msn.com](mailto:thisismagic@msn.com)

Angela Standing

Town Crier of Arundel – 01903 883225

Email [cmstreefelling@tiscali.co.uk](mailto:cmstreefelling@tiscali.co.uk)

Registrars Office

To book a civil ceremony

Chichester Registration Office Telephone 01243 642122