

Dear Party Organiser,

With Christmas rapidly approaching, you may be considering Wards Hotel and Restaurant as a possible venue for your Christmas celebrations. We have enclosed our Christmas 2007 information for your perusal, which contains all of this year's menus, and terms and conditions.

If you would like to make a reservation for any dates during December, a deposit is required to confirm your booking. The amounts are as follows:

*Deposits per person:*

Christmas Party Nights	£5.00
Christmas Day Lunch	£10.00
New Year's Eve	£10.00

New Year's Eve and Christmas Day menus are available upon request.

*Christmas Party Menu*

£18.95

*Lunchtime*

2-Course Lunch (incl. coffee)	£13.95
3-Course Lunch (incl. coffee)	£16.95

Cheques are to be made payable to 'Wards Hotel' and we can accept no more than *one* per party.

WE REGRET DEPOSITS ARE NON-REFUNDABLE (please see terms and conditions).

Subject to availability additional guests may be added, but please check with Reception first.

Should you require any further information or assistance with your Christmas arrangements, please do not hesitate to contact Reception.

We look forward to welcoming you and your guests to Wards during the 2007 festive season.

# WARDS CHRISTMAS PARTY MENU

*Wild Mushroom Soup*

with Essence of Truffle Oil and Garlic Croutons

*Atlantic Prawn Salad*

*Smoked Salmon Parcel Filled with Avocado and Leeks*

with Apple, Tomato and Chive Dressing

*Roasted Mediterranean Assorted Vegetables*

with Pestoed Buffalo Mozzarella and Balsamic Dressing



*Roast Beef & Yorkshire Pudding*

served with Rosemary Jus

*Roast Turkey*

with all the Festive Trimmings

*Grilled Fillet of Salmon*

with Spring Onion Mash finished with Thai Sweet Chilli Dressing

*Duo of Roasted Peppers and Mushroom Stroganoff*

with Seasonal Vegetables and Potatoes

*All served with a choice of fresh seasonal vegetables and potatoes*



*Wards Traditional Christmas Pudding*

served with Brandy Sauce

*Homemade White Chocolate Mousse*

*Woodland Berry Cheesecake*

served with fresh Raspberry Cream

*Homemade Strawberry Gateaux*

**ALL ITEMS ARE SUBJECT TO AVAILABILITY**

## TERMS AND CONDITIONS

### MENUS

Please choose ONE Starter Dish, ONE Main Dish, and ONE Dessert from the Christmas Party Menu and mark on the Menu Planner your name and choices. The Menu Planner must be returned as early as possible and no later than TWO WEEKS before the party.

### WINE AND LIQUEURS

Wine Lists will be available on the night. If you would like to pre-order please contact Reception for full details. We do not allow guests to bring their own wines or drinks.

### RESERVATIONS AND DEPOSITS

Reservations must be confirmed in writing and accompanied by the appropriate deposit:

#### *Deposits per person*

Christmas Party Nights	£5.00
Christmas Day Lunch	£10.00
New Year's Eve	£10.00

#### *Deposits are non-refundable*

Cheques are to be made payable to 'Wards Hotel' and we can accept no more than ONE per party.

To ensure the date of your choice remains available a PROVISIONAL RESERVATION can be made, but this can only be held for ONE WEEK. If provisional bookings are not confirmed within one week it will be assumed the reservation is not required and, therefore, will be cancelled.

Subject to availability, additional guests may be added after reservation, but please check with Reception first.

### PAYMENT OF FINAL ACCOUNT

Payment of the balance of your party's final account is required not less than SEVEN DAYS before the date of the function. This payment can be made by ONE cheque or cash.

### CANCELLATIONS

Individual cancellations will be accepted provided FORTY-EIGHT HOURS' notice is given. A refund will be based on your chosen menu price less a £5.00 cancellation charge. Cancellation on the previous day or actual day cannot be refunded.

### TABLE PLANS

Should you have specific table arrangements (*i.e.* Bistro Area, Gatsby Suite) we will try to accommodate as much as possible. To enable the disco to commence, certain tables would need to be moved in the Gatsby Suite after the meal has been served.

### DISCOS

On less popular evenings during the earlier part of December, it is advisable to check if the disco will be available, as it is not always possible to supply a full disco for less than fifty guests.

### SITDOWN TIMES

We do try to give groups the time they prefer, but sometimes it is not possible. We will let you know about TWO weeks before the party date the time of arrival and the sitdown times

*Christmas functions at Wards are very popular, so please book early to avoid disappointment!*

PLEASE NOTE THAT WE CANNOT TAKE ANY RESPONSIBILITY FOR THE BEHAVIOUR OF OTHER CHRISTMAS PARTY GUESTS. WE RESERVE THE RIGHT TO REFUSE ALCOHOL AND SERVICE TO ANY INDIVIDUAL BEHAVING IN AN UNACCEPTABLE MANNER.

*For bookings and reservations,  
please call –*

## WARDS HOTEL & RESTAURANT

39 EARLS AVENUE, FOLKESTONE, KENT CT20 2HB

Tel: 01303 245166 Fax: 01303 254480

Web: wardshotel.net

Email: reservation@wardshotel.net



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