The Isle of Man offers an enormous variety of scenery, events and places to explore for visitors travelling to the Island to attend Wedding and Engagement Parties.

Some of the many highlights are shown on the map below and we hope that guests will have time to enjoy a few extra days on the Island with us and take full advantage of everything the Island has to offer.
Dear Bride & Groom

Thank you for your recent enquiry with The Empress Hotel for our Wedding details; please accept our congratulations on your forthcoming marriage.

The Empress Hotel has an enviable reputation for its warm hospitality, professional service and attention to detail, along with a great location on the Central Promenade overlooking Douglas Bay.

We offer a choice of two Wedding Suites. The fully refurbished Prince Albert Suite can accommodate up to 200 people in air conditioned comfort and the smaller Connaught Suite which has seating for 50 and features natural daylight and air conditioning. The refurbished Piano Bar at the main entrance to the Hotel is also ideally suited to welcome your guests for drinks and is a great place for them to mingle throughout the day and evening.

The Empress Hotel is also approved for Civil Marriages & Civil Partnerships with further details and prices available on page 5.

Whether you are planning a small intimate gathering, a large formal Wedding or just an evening reception, The Empress Hotel is the perfect venue with some great menu options and packages available to suit all budgets. Please email our Conference & Banqueting department on events@theempresshotel.net or call us on 01624 661155 should you wish for us to show you round the facilities we have to offer and to discuss your individual requirements.

Please also see our terms & conditions on page 14 for details of our deposit and payment schedules along with some important booking conditions.

We look forward to hosting your Wedding Reception, so please feel free to contact the Hotel if we can help in any way.

Yours sincerely,

Events Team
The Empress Hotel
We hope that many of your friends will decide to stay with us on your special day, and so we offer guests attending weddings at the Hotel, reduced rates (these may vary throughout the year), but are always lower than our published rates to the general public on the same dates.

Please call reservations on 01624 661155 to enquire for your specific dates and please mention that you are attending a wedding at the Hotel to receive the lowest rates available.

To help with your planning, we have provided a summary below of facilities at The Empress Hotel to help you and your guests plan their stay more easily.

- 104 bedrooms including family rooms, many sea facing rooms, Suites and the Penthouse
- All bedrooms are en-suite and offer tea and coffee making facilities, freeview televisions and free wifi.
- Seaview rooms, Suites and the Penthouse also offer Sky & BT Sport plus all Sky Entertainment channels, and have been recently refurbished to offer a more modern contemporary look and feel.

All room rates include breakfast which is available from 6.45am to 10am daily.
- The Brasserie Restaurant is open daily from 6pm to 9.30pm and on Sunday lunch from 12.30pm to 3pm.
- The Piano Bar is open daily from mid morning to late, and offers bar meals until 9.30pm, a large screen TV with all major sporting events from Sky and BT Sport as well as our resident pianist at weekends during the winter and up to four nights a week during the summer.
- Leisure facilities include a small gymnasium, sauna, steam room with complimentary use by hotel guests, and a beauty suite which is available for treatments by prior appointment at an additional cost.
- Local shopping in the Strand Street Shopping area is around 10 minutes walk away from the hotel
- The ferry terminal is within 10 minutes walk of the Hotel.
- Ronaldsway Airport is about a 20 minutes taxi ride from the Hotel.
- The Empress unfortunately does not have any parking on site, but the Promenade offers free parking in front of, and close to the building, although spaces can be limited at busy times.
- 24 hour reception

We hope you decide to stay with us, and very much look forward to welcoming you to The Empress.
CIVIL CEREMONIES & CIVIL PARTNERSHIPS

The Empress is an Approved Place for Civil Marriages and Partnerships.

Our Connaught Suite is licensed for 60 guests and The Prince Albert Suite is licensed for 200 guests, for civil ceremony and civil partnerships and these numbers should include the registrars, bride and groom.

We would require a minimum of 60 - 90 minutes to turn either room round after the ceremony has finished, before the Wedding Breakfast could start in the same room, and guests would normally move to the Piano Bar for drinks and photographs during this time. However, for up to 60 guests, we would generally offer the Connaught Suite for the ceremony, and then use the Prince Albert Suite for the reception, which would allow each room to be fully set and decorated before your guests arrived.

We charge a room hire fee for civil ceremonies with rates for the Connaught Suite starting from £400 for the red carpet and the covered chairs with sash, which are moved back into the Prince Albert Suite for the Wedding Breakfast. The Prince Albert suite rates start from £500, depending on the time of year and our availability. Please ask for an exact quote when you contact us.

Fees for the Registrars and all of the arrangements to book the ceremony should be made directly with the Registrars Office on 01624 687039 or email civil@registry.gov.im
We provide an All Inclusive Package below that incorporates most aspects of your Wedding at the Hotel itself for 60 guests, as well as some sample menus and drinks packages if you prefer to arrange each part separately.

For smaller Weddings below 60 guests, then we can still tailor a suitable package for you on request.

Should you have different requirements to these suggestions, or are looking for an Evening Reception only, please contact us on 01624 661155 to find out what we can offer as an alternative, as we are very flexible and aim to fit in with your plans and budget wherever possible.

EMPRESS ALL INCLUSIVE WEDDING PACKAGE

For 60 Guests
• A glass of bucks fizz, pimms or prosecco on arrival
• Full 3 course carvery menu with coffee or choice of table service menus
• A glass of merlot or chardonnay with the meal
• A glass of sparkling wine with the cake cutting
• Choice of 7 items for the evening hot & cold buffet or hot pulled pork, roast turkey, sausage & bacon baps with fries & salad
• Red carpet to greet you on arrival
• Printed personalised table menu
• Disco & background music
• Loan of cake stand & silver cake knife
• Chair covers & ties to suit your choice of colour scheme
• White table linen and napkins
• Seaview double room for the night of the wedding
• Full English breakfast the following morning

Package Cost for 60 Guests
2020 - £4,750
2021 - £4,850
2022 - £4,950

Extra Day Guests
2020 - £55.00
2021 - £56.00
2022 - £56.50

Extra Evening Guests
2020 - £15.50
2021 - £16.00
2022 - £16.50
NEW FRIDAY NIGHT ONLY RECEIPTIONS

Are you recently engaged and want to celebrate, or maybe thinking about getting married abroad, then our new Friday Night Package below may be just right for you!

Evening reception based on 80 guests attending:
❖ Hire of the Prince Albert Suite
❖ Hot Evening Meal with a Choice from:
  Beef & Onion Pie with Puff Pastry or
  Homemade Lasagne with Garlic Bread or
  Vegetable Curry with Poppadoms
❖ The Empress Resident DJ until 12 Midnight

2020 - £1,599 | 2021 - £1,699 | 2022 - £1,799

Further Options include:

<table>
<thead>
<tr>
<th>2020</th>
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<th>2022</th>
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<tr>
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NEW SUNDAY TO THURSDAY SPECIAL WEDDING PACKAGE OFFER

Book our beautiful Prince Albert Suite for selected dates at an unbelievable price
Based on 40 daytime guests and 60 evening guests

Package Includes:
Inside Civil Ceremony Room Hire Included
❖ Red Carpet, Cake Stand & Knife
❖ Set Three Course Meal or Afternoon Tea Option
❖ A Welcome Drink on Arrival, Glass of House Wine with the Meal, and a Glass of Bubbly for the Toast
❖ White Linen Napkins and Table Cloths
❖ Resident DJ until 11pm
❖ Evening Buffet – Choice of Hot Bacon or Sausage Baps, or Roast Pork Baps with Potato Wedges
❖ Overnight Accommodation for the Couple in a Classic Double Room

2020 - £3,099 | 2021 - £3,199 | 2022 - £3,299

<table>
<thead>
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<th>2020</th>
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<tr>
<td>£32.00</td>
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<td>£38.00</td>
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</tbody>
</table>

*Please ask for details but only valid on Selected dates excluding Bank Holiday Weekends

WEDDING PACKAGES

Our team can tailor make a package to suit your individual requirements from a choice of menus and wine through to decorations and entertainment. Our packages are created to give you a starting point for what is possible.
EMPRESS WINTER
WEDDING PACKAGE

Available October & November – January to March

EMPRESS NEW WINTER WEDDING PACKAGE
Based on 40 day guests & 60 evening guests
❖ Connaught Suite Civil Wedding Reception Room Hire ❖
❖ Red Carpet in the Ceremony Room ❖
❖ Welcome Drink of Warm Mulled Wine or Bucks Fizz ❖
❖ Glass of House Red or White Wine with the Meal ❖
❖ Glass of Sparkling Wine to Toast ❖
❖ Use of our Cake Stand and Silver Cake Knife ❖
❖ Set Three Course Wedding Menu ❖
❖ Winter Themed Table Centre Pieces ❖
❖ Evening Finger Buffet with a Choice of 7 Items ❖
❖ 40 Lycra Chair Covers and Coloured Sash ❖
❖ White Table Linen & Napkins ❖
❖ Resident DJ for the Evening Reception ❖
❖ Seaview Double Room for the Bride and Groom ❖

2020 - £3,350 | 2021 - £3,500 | 2022 - £3,595

Please note that Saturdays may incur an additional room hire charge – please ask for further details.

Package Extra’s & Upgrades:

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<th>2020</th>
<th>2021</th>
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<tbody>
<tr>
<td>Pre-ordered Choice Menu Selection per person</td>
<td>£4.00</td>
<td>£4.25</td>
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</tr>
<tr>
<td>Three Course Carvery per person</td>
<td>£7.00</td>
<td>£7.25</td>
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</tr>
<tr>
<td>Extra Glass of Wine per person</td>
<td>£3.60</td>
<td>£3.80</td>
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</tr>
<tr>
<td>Champagne for the Toast rather than Sparkling wine</td>
<td>£3.50</td>
<td>£3.80</td>
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<tr>
<td>Children’s Package Price 4 – 11 Years Old</td>
<td>£27.50</td>
<td>£28.00</td>
<td>£28.25</td>
</tr>
<tr>
<td>Extra Day Guests with the Meal &amp; Drinks Package</td>
<td>£35.00</td>
<td>£56.00</td>
<td>£56.50</td>
</tr>
<tr>
<td>Extra Evening Guests with the Evening Buffet</td>
<td>£15.50</td>
<td>£16.00</td>
<td>£16.50</td>
</tr>
<tr>
<td>Bride &amp; Groom Upgrade to the Penthouse or Suite</td>
<td>£60.00</td>
<td>£63.00</td>
<td>£65.00</td>
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<tr>
<td>Pianist in the Piano Bar before and keyboard played during the meal</td>
<td>£185.00</td>
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</table>
On arrival at the Hotel, your guests are normally welcomed with a drink that is included within some of our packages. Below are some suggested canapés to offer your guests and are available at a small additional supplement, and these help to keep everyone occupied while you are having photographs taken.

Canapé Selection

Pate & Onion Jam on a Toasted Crouton
Cherry Tomato & Shrimp
Smoked Salmon & Cream Cheese
Smoked Cheese & Pickle
Mixed Bean & Tomato
Red and Black Lump Fish Caviar with a Lemon Cream Cheese
Tomato & Mozzarella
Roast Pepper & Green Olive
Egg and Red Onion
Manx Kipper and Lime
Avocado and Red Chilli
Chorizo and Red Pepper
Pastrami and Mandarin

Choose any 4 Items from the above selection

2020 - £7.15 | 2021 - £7.35 | 2022 - £7.50

Additional items are £1.50 each extra.
CARVERY

Carvery Menu
Minimum of 50 Persons

Leek and Potato Soup
King Prawns and Smoked Salmon with a lemon dressing
Chef’s Pate accompanied with Apple & Cherry Chutney and Melba Toast

Roast Sirloin of Manx Beef with Yorkshire Pudding
Roast Honey Glazed Gammon with Trimmings
Grilled Aubergine with 5 Bean Casserole (Vegan)
Selection of Fresh Market Vegetables & Roast Potatoes

Selection of Delicious Desserts with Fresh Cream

Freshly Brewed Coffee or Tea with Chocolate Mints

Special Allergy & Dietary Requirements must be pre-ordered in advance

2020 - £33.95 | 2021 - £34.50 | 2022 - £34.95

Please note the menu may be subject to an annual update to dishes.
## WEDDING MENU SELECTOR

Should you choose to have a meal served at the table rather than the carvery, then we can also offer a choice of up to three dishes for each course to be offered to your guests. We would require a pre-order in advance, so please ask for more details.

### STARTERS
- Caesar Salad with Bacon Lardons
- Your Choice of Soup from the following:
  - Wild Mushroom and Tarragon Soup
  - Leek and Potato
  - Tomato and Basil or Manx Broth
  - Tomato and Mozzarella Bruscetta
- Breaded Mushrooms with Garlic Mayonnaise
- Chefs Pate accompanied with Apple and Cherry Chutney and Melba Toast
- King Prawn and Smoked Salmon Salad with Marie Rose Sauce
- Symphony of Melon with a Strawberry and Mint Compote

### MAINS
- Roast Loin of Pork with an Apple Cider Jus
- Pan Fried Chicken Supreme with a Mild Peppercorn Sauce
- Roast Sirloin of Beef with Yorkshire Pudding served with a Rich Gravy
- Roast Turkey with Trimmings and Gravy
- Supreme of Salmon with Spinach Cream
- Baked Gammon with Parsley Sauce
- Wild Mushroom Roulade with Smoked Cheese Sauce (V)
- Mediterranean Vegetable Roulade with Roast Pepper and Tomato Sauce (Vegan)

### DESSERTS
- Zesty Lime Cheesecake
- Chocolate Extravaganza with Fresh Cream
- Sticky Toffee Pudding with Toffee Sauce and Vanilla Ice Cream
- Pear and Almond Frangipan
- Sharp Lemon Tart with Vanilla Cream
- Eton Mess

#### CARVED DRESSED BUFFET
- Fresh Vegetable Soup with Crispy Roll & Butter
- Assorted Seafoods, Continental Meats & Pate
- Duo of Melon with Strawberry Compote
- Cold Carved Roast Sirloin of Beef Platter
- Cold Sliced Honey Baked Gammon
- Cold Poached Salmon Fillets

Please choose 5 salads from the following:
- Potato, Pasta, Coleslaw, Curried Rice Salad, Cous Cous & Pepper Salad
- Mixed Salad Leaves, Cous Cous & Pepper Salad and Watermelon with Feta
- Selection of Sweets with Fresh Cream

Freshly Brewed Coffee & Tea & Chocolate Mints

2020 - £39.00  |  2021 - £39.50  |  2022 - £39.95
Finger Buffet Selection

Selection of Freshly Made Quarter Cut Sandwiches on Brown & White Bread
Spicy Chicken Wings or Chicken Satay
Samosas or Spring Rolls
Pizza Slices
Mini Fish & Chips
Potato Wedges (Spicy or Plain) with Dips
Scotch Eggs
Cornish Pasties
Tomato and Mozzarella Bruchetta
Sausage Rolls or Cocktail Sausages
Assorted Quiche
Mini Tortilla Wraps
Jalapeño Peppers
Melon And Serrano Ham

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Mini Pastry Desserts or Fruit Platter
Choose 7 items for:
2020 - £15.50 | 2021 - £16.00 | 2022 - £16.50

Additional Items are £1.50 each
Fruit Cheesecake, Black Forest Gâteaux and Apple Pie are also available for £3.75 each

Hot Fork Buffet Selection

Homemade Lasagne with Garlic Bread
Chicken Breast Pieces cooked in a Pepper and White Wine Cream
Manx Lamb Hotpot with Red Cabbage
Irish Stew with Crusty Bread
Chilli Con Carne
Vegetable Lasagne
Vegetable Curry with Poppadoms

Please Choose 2 Items from the selection above

All of the above come with:
Boiled Rice, Chips and Garlic Bread
Green Leaf & Tomato Salad and Coleslaw

2020 - £22.95 | 2021 - £23.50 | 2022 - £23.95

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Should you be considering holding your Evening Only Reception with us, then there may also be a room hire charge to pay in addition to the Finger Buffet prices above. Minimum numbers also may apply.
**FAMILY GATHERINGS, ENGAGEMENT PARTIES & HEN NIGHTS**

**AFTERNOON TEA WEDDING PACKAGE**

Recent trend is to offer your guests Afternoon Tea rather than a formal three course meal for the Wedding, and our selection of sandwiches, cakes and treats is great value and can be served at each table individually or from a buffet station.

---

**Sparkling Deluxe Afternoon Tea**

*Smoked Salmon Pin Wheels*

*Plus A Mixed Selection of Finger Sandwiches:*
- Roast Ham, English Mustard
- Prawn Marie Rose
- Egg Mayonnaise
- Smoked Salmon & Cream Cheese
- Chicken Mayonnaise
- Cheddar Cheese and pickle

*On white or brown bread*

* * * * * *

*Warm Homemade Scones with Clotted Cream and Strawberry Jam & a selection of Cakes and Treats*

* * * * * *

*Warm Chocolate Fondue with a Fresh Fruit and Marshmallow dip*

2020 - £28.95 | 2021 - £29.50 | 2022 - £29.95

Including a Glass of Sparkling Wine and Room Hire

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The Empress Hotel is also a great venue to hold your Engagement Party or Hen Night before the Wedding with catering provided in The Brasserie Restaurant or for an informal meal, within the Piano Bar.

Often, when family and friends are staying the night prior to the Wedding, it is nice for everyone to meet up and enjoy a meal together in a more relaxing atmosphere than the formal Wedding Day itself.

Please see our latest menus at www.theempresshotel.net and bookings can be made with reception on 01624 661155 or email reservations@theempresshotel.net.
The Hotel reserves the right to require payment of a deposit and/or full payment at any time prior to holding the function.

1. All deposits and subsequent payments are non-refundable and non-transferable. £500 deposit is due 14 days after provisionally holding a date, a subsequent £1,000 is due six months prior to your event. An amount equal to 75% of the balance is due three months prior to your event. Final numbers and remaining balance are due 14 days prior to event.

2. All rates and charges must be agreed prior to paying deposit and signing terms and conditions on the wedding schedule. Rates are non-negotiable after this point.

3. All rates quoted include the current rate of VAT, rates are subject to change accordingly.

4. Any additional charges on the day must be settled prior to checking out of the Hotel, unless otherwise agreed with the Hotel Manager in advance.

5. In the event of cancellation of any confirmed booking or non arrival by the customer, the customer shall pay to the Hotel a cancellation or non arrival fee. However, the Hotel shall do its utmost to re-let the space, but if having used their best endeavours, the Hotel is unable to do so, the following cancellation charges will apply:

   a. Prior to 12 months - loss of deposits only
   b. 6-12 months - 50% of the expected total revenue
   c. 3-6 months - 75% of the expected total revenue
   d. 1-3 months - 90% of the expected total revenue
   e. I month or less - 100% of the expected total revenue

   Please note that once a booking is confirmed, changes of date are not permitted and would be subject to the cancellation policy. In the event of a dispute between either party on the contract, The Empress Hotel will enter into dispute with regards to the persons liable for the cancellation fee. In the event of a dispute between either party on the contract, The Empress Hotel will deal with the person notifying of the cancellation. Either party will be liable for the FULL amount and we do not look to recover 50% from each party. Should the parties not settle the outstanding amount within the requested time frame, the case will be passed to solicitors to recover and all costs incurred will be also claimed for from the names on the contract. The Hotel recommend that couples obtain cancellation insurance prior to booking. The Wedding to protect themselves against accidents, ill health and other unforeseen circumstances including the failure of suppliers or couples breaking up. Details of links for sample policies for insurance providers can be found on our website, although The Empress Hotel do not recommend any particular provider.

   Hotel bedrooms:
   a. Unsold allocation bedrooms will be released six weeks prior to event without notice.
   b. Reservation lists must be provided no later than six weeks prior to the event.
   c. All bookings must be guaranteed with a credit card.
   d. Discontinued room rate only applies to the first ten bedrooms unless otherwise agreed.
   e. Individual bedrooms can be cancelled up until 12.00 the day prior to arrival.
   f. Check in time is 15.00 hours or later. Guests arriving prior to 14.00 hours may leave luggage in reception if their room is not ready. Check out time is 11.00 hours on the morning of departure.

6. All cancellations must be made in writing otherwise 100% charge will be made for the total business lost.

7. The Hotel reserves the right to cancel any booking forthwith, without any liability on its part in the event of damage or destruction to the Hotel by fire or any other causes, any shortages of labour or food supplies, strikes, walkouts or industrial unrest or any other cause beyond the control of the Hotel, which shall prevent it from performing its obligations in connection with any booking. In these circumstances, every effort will be made to accommodate the booking in another similar hotel of equal standard.

8. If the numbers of persons attending is reduced by 10% or more from the original number guaranteed, the Hotel reserves the right to change the booking to a different suite, or room (as best fits the numbers involved), and increase the rates to cover the subsequent loss of revenue.

9. The Hotel cannot accept responsibility for the property of customers or guests left in the Hotel. We refer to the Hotel Proprietors Act 1956, of which a copy is available for inspection at the reception desk.

10. The customer shall be responsible for any damage caused to the Hotel or the furnishings, utensils and equipment therein by the willful act or default of the customer or guests of the customer and shall pay to the Hotel on demand the amount required to make good or remedy such damage.

11. The customer shall be responsible for the orderly and safe conduct of the function/ stay and shall have regard to any regulations imposed by any competent authority, and shall ensure that nothing shall be done which will constitute a breach of the law or anyway cause a nuisance or possible forfeiture of the Licenses for the sale of wine, beer, spirits or for music and dancing or other performances attached to the Hotel Premises. In particular the customer shall ensure that there is no illegal betting or gaming. The customer shall fully indemnify The Company against any claims or loss or damage arising as a result of a breach of this clause.

12. The customer shall not store or place in the Hotel or the other buildings on the site or on the grounds any inflammable, combustible or objectionable substances or liquids. Chinese lanterns are prohibited.

13. The affixing of signs, displays or wall decoration is prohibited.

14. The Hotel cannot allow food or drink other than that purchased on the premises to be consumed within the Hotel by the customer or guests.

15. The Empress Hotel reserves the right to refuse the use of its name in any form of advertising or publicity.

16. Choice Menus will incur an additional charge.

17. Allergy information on each dish is available on request.

18. Public liability is required for all external services along with Health and Safety procedures and any other documentation required by the Law.

19. The Hotel shall not be responsible for the music played by a DJ and it is suggested that customers discuss their preferred style of music directly with the DJ prior to the day.

20. The Hotel accepts no liability for non attendance of third party suppliers, their equipment or quality of services provided.

21. Cakes should be delivered on the day of the function, no food storage is available.

22. All items belonging to the bridal party must be collected within 48 hours or will be subject to a storage charge of £50 per day.

23. The Hotel accepts no liability for any goods left on the premises before, during or after the event.

24. Access to the Hotel for preparation and decoration of the function room is normally available on the morning of the event. If the space is not in use on the evening prior, it may be possible to have access the night before, but this cannot be confirmed until a few days before the date as bookings change at short notice. If guaranteed access is required the night prior, then a hire charge will be made to cover our loss in revenue from such an event. Please ask for details before booking.

25. Hotel staff can only provide limited assistance in decorating the function room which will be limited to putting name cards and favours on tables, but these must be made ready in advance and in the correct order against the seating plan. Additional room decorations prior to or during the day and evening should be carried out by friends or family of the couple and the Hotel reserve the right to charge an additional fee if Hotel staff are required to assist.

These Terms and Conditions are non-negotiable at all times and stand as a legal binding document.
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Supplying Beautiful Wedding Flower Arrangements to the Empress Hotel Brides

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- Matching Bridal Colour Scheme

7 St.Pauls Square, Ramsey
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Isle of Man Transport provide unique experiences for private hire and corporate hospitality events. We can tailor any package to suit your requirements and include catering arrangements.

So whether it’s toasting a wedding with champagne on the steam train, hosting a corporate event or surprising friends and family with a birthday treat, we can arrange a package to suit you. We can even arrange your own private Sunset Dinner at Snaefell Summit.

FOR MORE INFORMATION
Email: HireMe@gov.im

6 Rosemount, Douglas, Isle of Man IM1 3HQ
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Email timeframe18@yahoo.com

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