

INTRODUCTION

Heritage On The Hill is part of the Heritage Leisure Group and owned by the **Bartella family**; set in the village of Margaretting midway between Chelmsford & Brentwood and easily accessed from the A12 and surrounding routes. The buildings within *Heritage On The Hill* are set in 9 acres of beautifully landscaped gardens with ample free car parking on site.

The site incorporates, at the top of the hill, the **Best Western Ivy Hill**; a lovingly converted Victorian country house which has been sympathetically extended to provide 33 en-suite bedrooms, the Ivy Restaurant and four main function rooms known as The Margaretting Suite, The Ivy Suite, The Conservatory and The Highwood Room.

Also on the site, towards the bottom of the hill, is **Furze Hill** a large, self-contained, first floor function suite which was refurbished in 2008, giving it a much more modern and inviting feel. There is also an independently owned ground floor restaurant known as **Bartellas**.

Our areas have been designed with maximum accessibility for all in mind, this is therefore the perfect place to hold your Wedding, Birthday Celebration, Christening, Renewal of Vows, Civil Ceremony, Business Conference, Lunch Party; to name but a few – whatever the occasion we can accommodate you.

WEDDINGS & FUNCTIONS

We have numerous function rooms and suites available, enabling you to host your party, wedding or other event with us; with minimum numbers from just 10 people in our Conservatory up to a maximum of 250 people in our combined Ivy & Margaretting Suites. All of our suites enjoy access to the gardens and surrounding grounds; perfect for that picture to remember!

Our Management Team will be pleased to meet with you and show you around the beautiful and extensive facilities we have on offer; together with providing you a quotation, detailing your requirements. We are always happy to assist in providing the best configuration of, both rooms and menus for your event.

Please view our **Function & Wedding Room Hire Charges** for further details.

Should you and your guests wish to stay overnight with us following your event, we would be pleased to offer you a special bedroom rate; please ask for details

CIVIL CEREMONIES

It is possible to hold Civil Ceremonies at *Heritage On The Hill* within any suite and on any day of the week. These may take the form of Civil Marriages, Renewal of Vows, Naming, Commitment and Civil Partnership Ceremonies. For details of the availability, capacity and seating arrangements in our rooms please speak to one of our Management Team.

Please refer to our **Wedding Ceremony & Optional Additional Room Use Charges** leaflet for further details.

THE IVY RESTAURANT & FUNCTION ROOMS

The Ivy Restaurant offers the highest standard of both Food and Wine in light and modern surroundings thanks to a complete refurbishment early in 2010. The menu is based on the freshest and finest ingredients sourced, where possible, from local suppliers.

We do not automatically reserve tables in the restaurant for residents so to avoid disappointment please enquire with Reception in advance.

PRIVATE VENUE HIRE

It is possible to hire the Furze Hill Suite on a Room Hire basis only. The hire charges are priced according to the day of the week and include a duty manager and a staffed bar, along with use of our tables and chairs. Use of our Kitchens is also available, at an extra charge, as are hire of cutlery, crockery, glassware, table linen and waiting staff.

Please enquire for further details.

INFORMAL AFTERNOON FUNCTIONS

Christenings and other private afternoon functions can be catered for at *Heritage On The Hill* with reasonably priced Finger & Fork Buffet menus.

Please refer to our *Buffet Menus and Memorable Occasions* leaflets for further details.

MEETINGS & CONFERENCES

For those important Board meetings or seminars our conference facilities provide the perfect 'away from the office' base that is conducive to achieving results. With flexibility of layouts and access to modern equipment, backed up by a service that is discretion personified, our main aim is to ensure the smooth running of all your business requirements.

All of our function rooms and bedrooms have free Wi-Fi access.

Please refer to our *Conference Information* leaflet for further details.

THE HOTEL

The Best Western Ivy Hill hotel has 33 en-suite bedrooms and is set in nine acres of beautifully matured gardens. The hotel is ideally situated in the village of Margaretting, which is in the heart of Essex, midway between Brentwood and the County Town of Chelmsford. The proximity of the major trunk routes, the A12 and M25, as well as London's third airport Stansted, makes the Best Western Ivy Hill hotel, and indeed the whole *Heritage On The Hill* site an excellent base for both local and national businesses.

All of the hotels bedrooms offer far more than you would expect from a 3 Star hotel, an extensive refurbishment programme was carried out in 2009 to give them all a contemporary and luxurious new look.

For that special occasion there are two Feature rooms and a spectacular Bridal Suite to choose from, beautifully furnished and with their own character.

BARTELLAS

Bartellas was opened in 2007 and is owned and run by Ian Eldridge. The food served is suitable for all the family and for any occasion, with something to tempt everyone; great pizza, delicious pasta and a range of sophisticated starters, main dishes and desserts. *Bartellas* is open 7 days a, reservations are advised and can be made direct on 01277-355021. Visit the *Bartellas* website at www.bartellas.com.

For Weddings that occupy one of our self contained function suites throughout the *afternoon and evening* we offer these venues priced according to the day of the week;

HIGH SEASON CHARGE

MAY, JUNE, JULY, AUGUST & SEPTEMBER (DECEMBER POA)

VENUE	DAY OF FUNCTION	MINIMUM NUMBERS & CAPACITY	ROOM HIRE
Margaretting Suite	Saturday	85 – 160	£1100.00
	Friday & Sunday	75 – 160	£900.00
	Monday - Thursday	65 – 160	£500.00

Hire of the Margaretting Suite includes free use of the Highwood room as a Wedding Ceremony Venue only

Furze Hill Suite	Saturday	70 – 140	£900.00
	Friday & Sunday	60 – 140	£500.00
	Monday - Thursday	50 – 140	£300.00

Hire of the Furze Hill Suite includes free use of part of the room as a Wedding Ceremony Venue, dependent on numbers

Ivy Suite	Friday & Saturday	40 – 70	£500.00
	Monday - Thursday & Sunday	N/A	N/A

Hire of the Ivy Suite includes free use of one of the Ivy rooms as a Wedding Ceremony Venue, dependent on numbers

LOW SEASON CHARGES

JANUARY, FEBRUARY, MARCH, APRIL, OCTOBER & NOVEMBER

VENUE	DAY OF FUNCTION	MINIMUM NUMBERS & CAPACITY	ROOM HIRE
Margaretting Suite	Saturday	75 – 160	£850.00
	Friday & Sunday	65 – 160	£650.00
	Monday - Thursday	55 – 160	£300.00

Hire of the Margaretting Suite includes free use of the Highwood room as a Wedding Ceremony Venue only

Furze Hill Suite	Saturday	60 – 140	£650.00
	Friday & Sunday	50 – 140	£350.00
	Monday - Thursday	40 – 140	No Charge

Hire of the Furze Hill Suite includes free use of part of the room as a Wedding Ceremony Venue, dependent on numbers

Ivy Suite	Friday & Saturday	40 – 70	£350.00
	Monday - Thursday & Sunday	N/A	N/A

Hire of the Ivy Suite includes free use of one of the Ivy rooms as a Wedding Ceremony Venue, dependent on numbers

To be read in conjunction with our Terms & Conditions.

All of our prices include VAT at the current rate unless stated otherwise.

The Ivy Suite refers to Ivy 1 & Ivy 2 but *excludes* the Restaurant.

Prices valid until 31st December 2010 but subject to change without notice.

BEST WESTERN IVY HILL & FURZE HILL
MARGARETTING, CHELMSFORD, ESSEX CM4 0EH

Reservations & General Enquiries: (01277) 353040 Function & Conference Office: (01277) 355111 Fax: (01277) 355038

sales@ivyhillhotel.co.uk and/or sales@furzehillbanqueting.co.uk

www.heritageleisure.co.uk

WEDDING CEREMONY & OPTIONAL ADDITIONAL ROOM USE CHARGES

We appreciate that often the style of a function or the numbers attending, may require use of additional areas. The design of our buildings allows us to offer the use of supplementary rooms to enhance your occasion and provide total flexibility. Please see the options and the additional charges below.

Highwood Room ~ Wedding Ceremony Hire (<i>From Guest arrival to the seating of the Function</i>) Available for up to 100 guests standing or 60 guests seated. <i>For Wedding Receptions taking place in the Margaretting Suite ONLY.</i>	Included in the Room Hire Charge
Furze Hill ~ Wedding Ceremony Hire Available for up to 100 guests standing or 60 guests seated utilising part of the Room. <i>For Wedding Receptions taking place in the Furze Hill Suite ONLY.</i>	Included in the Room Hire Charge
Ivy Suite ~ Wedding Ceremony Hire Available for up to 50 guests, with a maximum of 20 guests seated, utilising <i>one</i> of the Ivy Rooms only. <i>For Wedding Receptions taking place in the Ivy Suite ONLY.</i>	Included in the Room Hire Charge
Highwood Room ~ Additional Use (<i>7.00pm to end of Function</i>) Available during your function for additional seating or children's entertainment. <i>For Wedding Receptions taking place in the Margaretting Suite ONLY.</i>	£ 250.00
Ivy Restaurant ~ Wedding Ceremony Hire (<i>From Guest arrival to the seating of the Function</i>) Available for up to 120 guests standing or 60 guests seated. The Restaurant may also be hired for use as a Reception Drinks venue as opposed to a ceremony room. <i>For Wedding Receptions taking place in the Margaretting Suite or the Ivy Suite.</i>	£ 350.00*
Ivy Restaurant ~ Additional Use (<i>7.00pm to end of Function</i>) Available during your function for additional seating, buffet or entertainment. <i>For Wedding Receptions taking place in the Margaretting Suite or the Ivy Suite.</i>	£ 350.00
Ivy Restaurant ~ Additional Use (<i>From Guest arrival to the end of Function</i>) Available during your function for additional seating, buffet or entertainment. <i>For Wedding Receptions taking place in the Margaretting Suite or the Ivy Suite.</i>	£ 600.00*
Ivy Suite ~ Additional Use (<i>From Guest arrival to the end of Function</i>) Available during your function for additional seating, buffet or entertainment, including use of a second Bar. <i>For Wedding Receptions taking place in the Margaretting Suite.</i>	£1,000.00*

*Not available on Sunday

CIVIL CEREMONIES

Heritage On The Hill is available for Civil Ceremonies on any day of the week. These may take the form of Civil Marriages, Naming Ceremonies, Renewal of Vows Ceremonies, Commitment Ceremonies and Civil Partnership Ceremonies.

Full details of the legal restrictions on Civil Ceremonies are available from the Essex County Council when booking the Registrar.

The Registrar must be booked direct at the **Superintendent Registrar Office - Telephone 01245 430130**

Please note we only allow Civil Ceremonies for guests holding the Reception and Catering at *Heritage On The Hill*.