

Wedding Terms and Conditions in Perth and Fife

1. On confirming your Wedding Reception we require a non refundable deposit of £500.00 and six months prior to your wedding, a further £500.00 non refundable deposit is required, both will be deducted from your final account unless you cancel your Wedding Reception. This money would then be forfeited unless another booking was to be secured by the Hotel. This to be of equal or greater value, at which time the money will be returned. If the Wedding Reception is cancelled within the period stated in condition 4 below, the reservation fee will be deducted from the final cancellation charge, but does not represent the charge for cancellation; this charge will be calculated as stated in condition 3
2. We require to be notified of final numbers fourteen days prior to your wedding reception date. You will be invoiced based on this number and this will be due for settlement in full fourteen days prior to your wedding reception taking place, your table plan requirements should be submitted one week prior to you wedding day.
3. If you cancel your Wedding Reception for any reason a cancellation charge will be made as detailed below. The Hotel will make every effort to re-book the date but, as functions are normally booked many months in advance, it is not always easy to re-book. If we are able to do this, the revenue gained from this alternative function will be deducted from any cancellation charge.

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4. All cancellation charges will be based on the revenue, which the Hotel expected to receive from your Wedding Reception. It will be calculated on the following basis: the number of guests expected to attend multiplied by the average spend, as determined by 3 similar Wedding Receptions just prior to your own, this will include, if appropriate, an amount for expected bar revenue, and will be payable as follows:-
 - (a) Cancellation within 10 but more than 6 weeks of the function – 25% of the expected revenue.
 - (b) Cancellation within 6 but more than 4 weeks of the function – 50% of the expected revenue.
 - (c) Cancellation within 4 but more than 2 weeks of the function – 60% of the expected revenue.
 - (d) Cancellation within 2 weeks of the function – 80% of the expected revenue.
5. In the event that the number attending the wedding exceeds the number advised at the time of booking, we shall use our reasonable endeavours to provide service and accommodation if required, for the increased numbers.
6. No beverages of any kind should be brought into the Hotel. Guests or clients should have this agreed in advance in writing. In all cases a corkage charge will be payable.
7. All Wedding Receptions must be paid in full 2 weeks prior to the date. Any extras shall be invoiced or any refunds made on the Monday after the Wedding.

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8. You will be liable for the cost of repairs carried out as a result of any damage caused to any part of the Hotel premises or equipment therein by the negligence, wilful act or default of any person invited by you or on your behalf to the Hotel.
9. The prices quoted are those prevailing at the time when this contract was prepared and are subject to an annual review in October of each year. The prices are inclusive of V.A.T. at the current rate and are subject to alteration should the rate of V.A.T. or license duty change.
10. If the Hotel is prevented or hindered from carrying out any of its obligations by circumstances beyond its reasonable control, including but not limited to government interventions, strikes or labour disputes, actions, Acts of God, national or local disasters or War, then the Hotel's liability to the client shall be no greater than the amount actually paid by the client to the Hotel in respect of the event.
11. All Symphony Hotels have a strict no smoking policy throughout all areas of the hotels.

Function Terms & Conditions

1. In order that we may offer the highest standard of service, it is important that we are in regular contact with our client and that you advise us promptly of any changes to your numbers or requirements
2. On confirming your Function Event we require a non-refundable deposit of £200.00, which will be deducted from your final account unless you cancel this booking. This money would then be forfeited
3. Cancellations of Function Events 14 days or less prior to the event date will be charged at 25% of the estimated value. The deposit will act as a cancellation charge for cancellations received 15 days or more prior to the Event
4. Reduction in numbers – We appreciate numbers will change and you should notify us when this happens. Final numbers must be given to the hotel no less than 48 hours in advance of your event. You will be charged based on the final numbers given, or on the numbers in attendance on the day, whichever is greater.
5. All prices quoted are those prevailing at the time when this contract was prepared and are subject to an annual review in October of each year.
6. The balance of the account must be paid on, or before the date of the Function Event