

# Party, Celebrations & Functions



## The Towers,

Botany Avenue, Mansfield,  
Notts. NG18 5NG.

[www.towersdirect.co.uk](http://www.towersdirect.co.uk)



Email: [vickywest@towersdirect.co.uk](mailto:vickywest@towersdirect.co.uk) or  
[scotthiggins@towersdirect.co.uk](mailto:scotthiggins@towersdirect.co.uk)  
Tel. 01623 654759 Fax : 01623 636961



# Party, Celebrations & Functions



## THE PARTY PACKAGE

### Tariff

Room Hire and Hire of Disco            £575.00 (Saturdays)

£475.00 (Other days)

A discount of £100.00 is available for late bookings within 12 weeks.

Use of external disco is not permitted

Live Bands and Singers are accepted subject to terms and conditions. (9.45pm finish)

### **“Outside Catering“**

Is permitted on all days.

Outside Catering access is from 6:15pm to setup.

Early access on all Outside Catering functions is subject to a £50.00 fee.

### **Bookings**

A non-refundable deposit of £300.00 is required to secure your booking.



Email: [vickywest@towersdirect.co.uk](mailto:vickywest@towersdirect.co.uk) or  
[scotthiggins@towersdirect.co.uk](mailto:scotthiggins@towersdirect.co.uk)  
Tel. 01623 654759 Fax : 01623 636961



# Party, Celebrations & Functions



## Hot Roast Cobs

Pick two from the following.

Beef, Pork, Ham  
Sausage, Bacon, Hot Dogs

£4.95 per person.

## MINI BUFFET

Assorted Bread Rolls  
Selection of Beef, Ham,  
Tuna Mayo, Egg Mayo, Cheese  
Salad Bowl  
Sausage Rolls  
Crisps, Nuts and Dips

£5.50 per person

## EVENING BUFFET

Assorted Bread Rolls  
Selection of Beef, Ham,  
Tuna Mayo, Egg Mayo, Cheese  
Salad Bowl  
Sausage Rolls  
Marinated Chicken Wings  
Indian Selection  
Onion Rings  
Breaded Mushrooms  
Potato Wedges  
Cocktail Sausages  
Crisps, Nuts and Dips

**£8.50 per person**

Buffet including Assorted Gateau and Cream £10.50 per person



Email: [vickywest@towersdirect.co.uk](mailto:vickywest@towersdirect.co.uk) or  
[scotthiggins@towersdirect.co.uk](mailto:scotthiggins@towersdirect.co.uk)  
Tel. 01623 654759 Fax : 01623 636961



# Party, Celebrations & Functions



## Hot Buffet Menu

Starters can be added to this menu at a Cost of £4.50 per person.

Hot buffet Package – all hot dishes are served with accompaniments, hot new potatoes, salad, rice, garlic bread and bread rolls. Please select a maximum of two choices.

£12.50 per person

- Chilli Con Carne
- Lasagne
- Tomato Pasta Bake (V)
- Chicken Curry
- Shepherd's Pie
- Fish Pie
- Cajun Chicken
- Sweet & Sour Pork
- Stilton Creamy Mushrooms (V)

### ADDITIONAL OPTIONS

Chips or wedges £1.50 per person

Include Mediterranean Selection £0.75 per item per person

HOT PIZZA, GARLIC BREAD, MEDITERRANEAN SALAD, PASTA & RICE SALAD

Speciality Dessert selection £3.75 per person



Email: [vickywest@towersdirect.co.uk](mailto:vickywest@towersdirect.co.uk) or  
[scotthiggins@towersdirect.co.uk](mailto:scotthiggins@towersdirect.co.uk)  
Tel. 01623 654759 Fax : 01623 636961



# Party, Celebrations & Functions



## FUNCTION COST PLANNER

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Cost per Item</u>	<u>Total</u>
1	Room Hire			
2	Disco			
3	Evening Buffet			
4	Extras			
5				
6	Chair Covers		£2.00 per chair	
7	Balloons		£5.99 per bunch	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL				

Notes



Email: [vickywest@towersdirect.co.uk](mailto:vickywest@towersdirect.co.uk) or  
[scotthiggins@towersdirect.co.uk](mailto:scotthiggins@towersdirect.co.uk)  
Tel. 01623 654759 Fax : 01623 636961



# Party, Celebrations & Functions



## Notes



Email: [vickywest@towersdirect.co.uk](mailto:vickywest@towersdirect.co.uk) or  
[scotthiggins@towersdirect.co.uk](mailto:scotthiggins@towersdirect.co.uk)  
Tel. 01623 654759 Fax : 01623 636961



# Party, Celebrations & Functions



## BOOKING FORM

Date of Function :-    /    / 20

Room :- Upper / Lower

Type of Function :- Wedding / Birthday / Christening / Other .....

Number of Guests :- ..... Daytime

..... Evening

Disco Required:- Yes / No

Food Requirements :- .....

.....

### Customer Details

Name :- ..... Signed

Address :- ..... Dated

.....

Telephone :- .....Daytime

.....Evening

*Own Caterers I fully accept responsibility for the food that I serve at my function. I acknowledge the standard terms and conditions with regards own catering.*

Signed .....

<b>Deposit Paid</b>	<b>£</b>	<b>- ___/___/20</b>
<b>Additional Money Paid</b>	<b>£</b>	<b>- ___/___/20</b>
	<b>£</b>	<b>- ___/___/20</b>
	<b>£</b>	<b>- ___/___/20</b>
<b>Total Paid</b>	<b>£</b>	<b>- ___/___/20</b>

**Signed Customer**



Email: [vickywest@towersdirect.co.uk](mailto:vickywest@towersdirect.co.uk) or  
[scotthiggins@towersdirect.co.uk](mailto:scotthiggins@towersdirect.co.uk)  
Tel. 01623 654759 Fax : 01623 636961



# Party, Celebrations & Functions



## Standard Terms and Conditions

All bookings must be made either in person or by a telephone call.

Confirmation is required within fourteen days with a non-refundable deposit payment of £300.00 or full amount due.

### Payment terms & cancellations.

For all bookings full payment is required 8 weeks prior to event.

Should full payment not be made by that time then The Towers reserve the right to cancel the booking and retain the deposit payment.

In addition should customers wish to cancel their bookings then cancellation charges may apply as follow:

2 months or over from date of function/meal	loss of deposit
Up to 2 months from the date of function/meal	50% of the sale price.
Up to 1 month from the date of function/meal	75% of the sale price
Up to 1 week from the date of function/meal	100% of the sale price.

Cancellation will only be accepted if proved in writing The Towers reserve the right to cancel any booking without notice at any time.

To change a booking a £25.00 fee is charged.

### Refusal of admission/customer conduct/damages.

Whilst on the premises, customers must conduct themselves in a satisfactory manner at all times. The Towers reserve the right to ask customers to leave the premises at any time should they appear to be unfit to be on the premises, for example under the influence of alcohol or drugs. Any damage to The Towers premises and/or fixtures and fittings will be deemed the responsibility of the customer & payment will be required for replacement/repair.

The Towers does not allow any drinks (alcoholic or otherwise) not purchased from our bars to be consumed on our premises.

### LIVE BANDS AND SINGERS

Full PAT testing certificates must be provided for all equipment used at the venue. A comprehensive Third Party Liability insurance policy must be provided prior to the event.

All entertainment of this nature must be put through our sound monitoring equipment. In all instances the entertainment of this nature should finish at 9:45 pm.

### Outside Catering

All outside caterers must provide a comprehensive Third Party Liability insurance policy prior to the event. A sign must be placed on the food area to clearly indicate that the food is not provided by The Towers. All food must be placed out no more than 1 hour prior to serving. No equipment, plates cutlery or storage will be provided for outside catering and any dishes or equipment left after the event will be disposed of and the relevant cost passed on. If electricity is required for any equipment a full PAT testing certificates must be provided prior to the event. A small electricity levy will be charged. A disclaimer must be signed accepting full responsibility for all food provided for your guests and must be clearly displayed for your guests to see.

The Towers does not allow anything to be stuck to our walls or other surfaces. No candles or naked flames are allowed.

### Price Increases

If your function is several months ahead, The Towers reserves the right to increase the cost of the function to reflect rising supplier costs.



Email: [vickywest@towersdirect.co.uk](mailto:vickywest@towersdirect.co.uk) or  
[scotthiggins@towersdirect.co.uk](mailto:scotthiggins@towersdirect.co.uk)  
Tel. 01623 654759 Fax : 01623 636961

