



Your Wedding

HARTSFIELD MANOR

BETCHWORTH • SURREY



When choosing a
venue for your
wedding, you want
the very best.

Whether by horse-drawn carriage or vintage car, arriving up the long driveway beneath towering oaks never fails to impress. Turning the final corner, the magnificence of this Victorian stately home is revealed.

Hartsfield Manor is nestled in 16 acres of private Surrey countryside, the perfect setting for that special day. As the backdrop for your wedding, this 19th century stately home offers much more than breathtaking beauty and historic grandeur.

Here, the little details make all the difference and our experienced wedding coordinators will help plan everything to perfection.

This is your
special day and it
has to be perfect...

A charming hotel with a loving history

Hartsfield Manor was built in the 1860s by Arthur Woodriff-Jaffray as a private family home. While Hartsfield was being built, he lived in the village but sadly died in a shooting accident, aged just 42. He never got to see the completed house and he left behind a young widow, Mary, and their only daughter, Lillian. In 1871 Mary remarried to Captain James Moir and they had six children together. Shortly afterwards, they were able to complete Hartsfield Manor and occupied the house in the early 1870s.

In the Second World War the house was taken over by the Canadian Army and used as a hospital. After the war, the house was run as a hotel, then as a training college for Midland Bank. With this diversity of uses, the house has had an interesting and varied history; a collection of original photos, which were saved from the attic, are on display in the reception area.

Hartsfield Manor is now privately owned and is constantly cared for and maintained to the highest quality, to make it the beautiful wedding venue you see today. We are licensed to host civil ceremonies for up to 90 people in our elegant reception suites, overlooking our 16 acres of parkland gardens, and we can cater for up to 120 people for your wedding breakfast.

Hartsfield Manor's 50 stunning en-suite bedrooms offer your guests a unique stay in our grand property.





Your Big Day

What to expect from a wedding at Hartsfield Manor

Every room in Hartsfield Manor is as beautiful as the next and can be dressed to suit the style and theme of your day. Whether it's your wedding reception, ceremony or both, we'll make sure your day is as individual, exciting and memorable as you have always dreamed it would be.

No doubt you have your own ideas about your special day, from the classic and traditional to the creative and quirky. Why not take the lead and let your imagination run riot? Or if you are looking for inspiration, we can provide plenty of suggestions. We believe no two weddings should ever be the same.

Hartsfield Manor was designed with space and flexibility in mind. Enjoy an intimate gathering for up to 40 guests in the Brockham suite, or for larger parties, the Terrace Restaurant accommodates up to 120.

Outside, the stunning grounds provide the perfect setting for your photographs. While you capture the moment, we'll host your drinks reception on the terrace and keep the conversation flowing with tall Pimm's, classic Kir Royales and decadent Bellinis as your guests enjoy a string quartet.

We are fully licensed to hold a civil ceremony for you and cater for the whole day. You can reserve up to 50 of our luxurious rooms and suites, so that we can accommodate your guests with ease and style.

As a private hotel, deep within the Surrey Hills countryside, you won't be able to upset our neighbours; we just don't have any! Dancing and singing into the small hours, you will have the send off of your life with memories to savour and share forever.





Exceptional Food

For a sparkling occasion



Hartsfield Manor is adaptable and flexible enough to cater for any style of wedding. If you are having a church service, we can arrange a pre-ceremony brunch, after-service cocktails, or full reception complete with embarrassing speeches. And we can provide catering for your evening knees-up too.

We have a package for all tastes and budgets (not that you're thinking about that right now!) but everything we prepare for you is fresh and of the highest quality, locally sourced where we can and most of all...sumptuous!

Dietary requirements of all types and personal preferences such as vegetarian or vegan are not a problem - we guarantee to look after your guests.





Luxurious Rooms

It doesn't have to end with the last dance, you and your guests can stay in comfort

For many wedding parties, it's a rare chance to spend time with friends and family from far and wide.

Hartsfield Manor is the perfect place to get away from it all, relax and recharge. Arrive early and calm those butterflies with a relaxing massage, a romantic stroll in the grounds or simply put your feet up in the lounge and enjoy catching up with friends and family before the excitement begins.

As the build-up gathers momentum, our team will make sure you and your guests feel extra special. We'll take care of it all.

Then on the day itself, we'll be there whenever we are needed. Nothing is more important to us than your big day.

We believe that post-wedding glow should last well beyond the event itself.

As the party winds down, retire to your luxurious wedding suite and in the morning, wake up to a delicious breakfast. Where better to start your married life together?

The next day, guests could explore our beautifully landscaped grounds, line up a croquet tournament, or simply relax in the lounge and flick through the papers. There's more than enough to do as you while away a few days.



Civil Ceremonies

Hartsfield Manor is licensed to hold civil marriages in a choice of two rooms for up to 90 guests, with ceremonies from 1pm throughout the year. To book your ceremony, please contact the Leatherhead Registry Office on 01372 832806. There is a charge for this service, which is quoted for on application.

Our expert team is on hand to help with guidance and advice for every step of your wedding. Feel free to get in touch if there is anything we can help you with to make your dream wedding day a beautiful and memorable reality.

Hartsfield Lounge

Up to 90 guests - £750

With an abundance of natural daylight, the Hartsfield Lounge is ideal for larger weddings. The high ceilings and amazing views offer a magnificent backdrop for your photos.

Brockham Room

Up to 40 guests - £450

For more intimate weddings, your ceremony can be held in the beautiful Brockham Room, complete with feature fireplace and a stunning outlook to our gardens and the Surrey Hills beyond.



Packages

Enchanted Package

- Bridal dressing room
- Red carpet arrival
 - Room hire
- One welcome drink
(Pimm's, Buck's Fizz or sparkling wine)
- Three-course wedding breakfast with coffee and mints
 - Half a bottle of wine
 - A glass of sparkling wine to toast
 - Cake stand and cake knife
- Events manager to act as toastmaster
- Honeymoon suite for your wedding night
 - Menu tasting for the wedding couple
 - Chiavari chairs for the ceremony room
- Chair covers and sash for the dining room
- All white linen, cutlery, crockery and glassware



COSTINGS

2019/20

£99 per guest

NB. Minimum numbers may apply

Fairy-tale Package

- Bridal dressing room
- Red carpet arrival
 - Room hire
- Two welcome drinks (Pimm's, Kir Royale or champagne)
 - Four canapés
- Four-course wedding breakfast with coffee and mints
(soup or sorbet as an additional course)
 - Half a bottle of wine
 - A glass of Champagne to toast
 - Cake stand and cake knife
- Events manager to act as toastmaster
- Honeymoon suite for your wedding night
 - Menu tasting for the wedding couple
 - Chiavari chairs for the ceremony room
- Chair covers and sash for the dining room
- All white linen, cutlery, crockery and glassware



COSTINGS

2019/20

£115 per guest

NB. Minimum numbers may apply

Sunday to Thursday
Enchanted Package available at
£80 per guest

Winter Wonderland Package

With extras

- Exclusive use of Hartsfield Manor*
 - Private room hire
 - Red carpet arrival
- 1 reception drink of Prosecco, winter Pimm's or Buck's Fizz
 - Three-course wedding breakfast with tea and coffee
 - Half a bottle of wine
 - A glass of Prosecco for the toast
 - Chair covers and sash for the dining room
- All white linen, cutlery, crockery and glassware
 - Silver cake stand and knife
 - Events manager to act as toastmaster
- Honeymoon suite for the wedding night
 - Menu tasting for the wedding couple
- Bacon or vegetarian baps for the evening reception



COSTINGS

£80 per guest

Minimum 50 adult day guests required

NB. Offer available January to March 2019, November 2019, January to March 2020

Exclusive Hire

For something really special, why not consider taking exclusive use* of the Manor House for your special day, including our stunning gardens overlooking the Surrey Downs. With our exclusive use package, we do not hold any other function in the Manor House, so your day is completely private. You will have our undivided attention and this secluded and romantic setting provides the perfect backdrop for your special day.

Exclusive Hire rates vary.

Please enquire for more information

*Exclusive use begins from 12 noon and does not include the conference centre.

With exclusive use of Hartsfield Manor, you are required to take a minimum of 20 main house rooms.

Please ask your wedding co-ordinator for more details.

Your Wedding Breakfast

Starters

Spring and Summer (available April - October)

- Pressed ham hock terrine, spiced apple and tomato chutney with toasted focaccia bread
- Crab and dill fishcakes with lemon and watercress mayonnaise
 - Smoked salmon Caesar salad with crispy bacon, baby gem lettuce and parmesan
 - Butternut squash and sweet potato soup with basil oil
- Honey glazed goat's cheese with roasted peppers and a balsamic glaze

Autumn and Winter (available November - March)

- Terrine of pork and duck wrapped in smoked bacon with homemade chutney
 - Roasted beetroot soup with a chilli cream
 - Caramelised red onion and blue cheese tart with balsamic reduction and dressed rocket
- Smoked salmon with beetroot and caper salsa finished with a mustard seed dressing
- Wild mushroom and tarragon velouté with truffle oil

Main Courses

Spring and Summer (available April - October)

- Rump of lamb with spring greens and redcurrant jus*
 - Pan-fried fillet of beef with braised shallot and served with green peppercorn sauce*
- Baked salmon fillet with grilled asparagus tips and tapenade cream
- Breast of corn-fed chicken with wild mushrooms and tarragon jus
 - Line-caught sea bass with creamed leeks and spring onions
 - Fillet of pork marinated in local cider with spiced apple compote and Calvados sauce
- Sun-blushed tomato and bocconcini risotto with parmesan crisp
- Grilled Mediterranean vegetable tartlet with tomato sauce

Main courses are served with seasonal vegetables and fondant potato

* indicates a £5 supplement charge (per person)

Please notify us in advance if any of your guests have specific dietary requirements

Main Courses

Autumn and Winter **(available November - March)**

- Fillet of pork wrapped in pancetta, with spiced parsnip purée, served with a Calvados and sage jus
 - Oven-roasted sirloin of beef with shallot confit, Yorkshire pudding and a rich roast gravy*
 - Garlic and mint crusted rack of lamb with petit ratatouille and rosemary jus*
- Roasted breast of chicken with a chorizo and red pepper cassoulet
 - Grilled sea bass with a saffron and winter vegetable broth
 - Baked salmon fillet with a crayfish, dill and vermouth butter
 - Confit of tomato and basil tatin with pesto oil
 - Wild mushroom potato gnocchi fricassée served with parmesan crisp

Main courses are served with seasonal vegetables and fondant potato

* indicates a £5 supplement charge (per person)

Desserts

Spring and Summer **(available April - October)**

- Vanilla and raspberry crème brûlée with cherry sorbet
 - Glazed lemon tart with mixed berries and a black pepper caramel stick
 - Rich chocolate truffle torte with crème anglaise
- Poached pear and almond tart finished with strawberry syrup
- Meringue nest with Chantilly cream and exotic fruit compote

Autumn and Winter **(available November - March)**

- Sticky carrot and orange pudding with vanilla custard
- Warm apple tart tatin with Calvados crème Chantilly
 - Chocolate crème brûlée with shortbread
- Hartsfield sticky toffee pudding with butterscotch sauce and honeycomb ice cream
- Raspberry delice with passion fruit syrup and sorbet

**The wedding breakfast will be followed by
tea, coffee and chocolates**

Little Guests & Canapés

Little Guests

Don't forget about the little guests on your wedding day

There are oodles of magical places for the children to discover in our acres of grounds, including a giant chess set, a giant Jenga and a croquet lawn. How about creating their very own children's corner to entertain the kids? Or a private children's room? Or we can also set aside space in the lounge for your Little Guests. Whatever you choose, let them join in the celebrations by offering a special children's menu.

Starters

- Fruity sweet melon balls
- Carrot and cucumber sticks with dips
- Garlic bread with or without cheese

Main Course

- Fish fingers or chicken nuggets with chips and peas
 - Sausages and mash
- Penne pasta in a tomato sauce

Alternatively, children can enjoy a half portion of the adult main meal.

Dessert

- Fruit salad or trio of ice cream or banana split

Drinks

- Two arrival drinks
- Two drinks served with the wedding breakfast
- A glass of Appletiser for the toast, served in a Champagne flute

£20 per little guest

*offer valid for children 2-12 years.

Children under 2 years eat free, above 12 years will be considered adults.

Canapés

Why not serve canapés to your guests?

Choose from the following delicious options:

- Smoked salmon blini with dill mayonnaise
 - Mini chicken teriyaki skewer
- Cherry tomato and bocconcini kebabs
- Filo-wrapped prawns with a selection of dips
 - Mini spiced lamb kofta with mint salsa
- Grilled asparagus tips with hollandaise dip
 - Honey roasted sesame glazed sausages
 - Mini prawn and mango cocktails
- Sun-blushed tomato and basil bruschetta
 - Roast pepper and feta tartlet
- Crab and ginger spring rolls with sweet chilli dip
- Slow-cooked duck in filo pastry with pickled ginger
 - Welsh rarebit on ciabatta with red onion relish
 - Halloumi and pepper kebab
- Tempura coated chicken with sweet and sour sauce
 - Mini toad in the hole with onion jam



COSTINGS

These additional courses are available on the **Enchanted** and **Winter Wonderland** packages for a supplement of **£7.50** per person (based on 4 canapés)

Extras & Evening Buffet

Extra Courses

Add an extra course to your wedding breakfast. Choose from the following soups and sorbets to really set your menu apart.

Soup

- Minted pea and ham soup
- Creamy leek and potato soup
- Seasonal vegetable and bean broth
- Roasted sweet potato and ginger soup
- Cream of wild mushroom and tarragon soup

Sorbet

- Passion fruit
- Lemon and lime
- Raspberry
- Champagne

Weddings booked on the Fairy-tale package have a choice of either a soup or sorbet course to complete the four-course menu.



COSTINGS

These additional courses are available on the **Enchanted Package** for a supplement of **£7.50** per guest

Buffet Menu

Choose from a delicious selection of hot and cold evening buffet options:

- Filled sandwiches or tortilla wraps
- Cumberland sausage or bacon baguette
- Lemon, garlic and thyme chicken pieces
- Bruschetta with smoked salmon, cream cheese & chive
 - Selection of pizza slices
 - BBQ marinated chicken wings
- Mini vegetable spring rolls with sweet chilli sauce
- Cajun-spiced potato wedges with sour cream
 - Teriyaki fillet of beef skewers
- Vegetable crudités and spiced houmous dip
- Caramelised onion and rosemary focaccia
 - Lamb koftas with coriander yoghurt
- Marinated olives, sun-blushed tomatoes and pitta bread
- Bowls of chips with ketchup and mayonnaise
- Bruschetta with sun-blushed tomatoes, mozzarella and pesto

5 items - **£16** per person

7 items - **£21** per person

9 items - **£25** per person

BBQ & Hog Roast

BBQ Upgrade

Why not upgrade to a
BBQ Evening Buffet to enjoy?

- 6oz beef burger
- Pork and leek sausages
- Vegetarian kebabs
- Corn on the cob
- Potato and spring onion salad
- Tomato and red onion salad
 - Pasta salad
 - Dressed leaves
- Selection of breads

BBQ Evening Buffet upgrade:
£23 per person

Hog Roast

Minimum of 60 guests

Choose something different for your evening buffet by selecting one
of our hog roast packages. It's sure to be a crowd pleaser.

Standard Hog Roast package includes:

- Whole succulent spit-roasted pig
 - Crispy crackling
- Floured rolls or brioche buns

£19.50 per person

Upgraded Hog Roast package includes:

- Whole succulent spit-roasted pig
 - Crispy crackling
- Floured rolls or brioche buns
- Homemade sweet apple sauce
- Lemon and thyme sautéed potatoes
 - Coleslaw
 - Green leaf salad

£23 per person

If a BBQ or Hog Roast is provided for your evening buffet, 100% of your guests must be catered for.

Accommodation

Hartsfield Manor has 50 stunning en-suite bedrooms offering every modern amenity. Your guests will benefit from a special rate for the night of your wedding, to include a full English and continental breakfast.

Main House Bedrooms:

Junior suite, single or double occupancy - **£160**

Main house double occupancy - **£135**

Main house single occupancy - **£125**

Charlwood or Lodge Annexe Bedrooms:

Annexe double occupancy - **£115**

Headley Wing Bedrooms:

Cosy doubles - **£85**

Extra children's beds and cots are charged at £10 per bed

With exclusive use of Hartsfield Manor, you are required to take a minimum of 20 bedrooms on the night of the wedding, within the main house. Please ask your wedding coordinator for further details.

Frequently Asked Questions

How long can I provisionally hold a date for?

We are happy to provisionally hold a date for up to seven days from your visit to Hartsfield Manor.

What is the payment schedule for Hartsfield Manor?

We require £1,500 deposit payment to confirm your wedding with us. We then request two further payments three months and one month prior to your wedding taking place.

Do you have a sound system that we can use?

Yes, you can provide your own playlist for us to play through our speaker system in the lounge and dining room.

Alternatively, we can allow live performers such as a string quartet, singers, guitarists or pianists.

Can we have confetti at Hartsfield Manor?

Yes, we permit natural rose petals to use outside on the grounds.

What time does the bar close?

Our bar closes at midnight; however, the residents' bar is open 24 hours. There is a possibility to extend the alcohol and music license until 1am (subject to availability).

When do we have to confirm final numbers?

We need an idea of your final numbers four to six weeks prior to your wedding date and actual final numbers need to be confirmed at least two weeks before your wedding.

Hartsfield Manor
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RH3 7AA

For all enquiries or to book an appointment
call **01737 845300**
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