



*Your wedding at  
Castle Leslie Estate*



Thank you for your enquiry and interest in Castle Leslie Estate as a venue for your wedding celebration. Nestled on 1,000 acres of undulating Irish countryside, dotted with ancient woodlands and glittering lakes, Castle Leslie Estate is a stunningly beautiful secluded estate in Monaghan. Still in the hands of its founding family, it is steeped in history and full of character and charm. A truly private rural escape, it is a magical setting for your special wedding celebration.

We have two unique locations on the Estate where you can host your celebration so why not choose the one that suits you best.

- The magnificent Castle is full of old world grandeur and character and can accommodate wedding parties with up to 70 guests.  
*(Please note Castle option is available on selected midweek dates only)*
- For larger wedding parties, The Pavilion at Castle Leslie Estate is a delightful space overlooking Glaslough Lake, which can accommodate up to 260 guests. Minimum numbers apply for weekends, bank holidays and peak dates throughout the year.

We have enclosed our accommodation rates for 2025 as well as sample menus, with prices starting from €80.00 inclusive of all taxes and service charges.

We appreciate that this is your special day and we promise you the discreet personal attention and service that you deserve. Turning your dream into a reality is our heart's desire. We hope we convey something of Castle Leslie Estate in this material and on our website at [www.castleleslie.com](http://www.castleleslie.com). However, its uniqueness, character and charm can only be felt, not described. Therefore we invite you to come and experience it for yourself and look forward to welcoming you to the Estate so you can sample our renowned hospitality.

We would be delighted to show you around the Estate or discuss any aspect of your wedding plans and how we might be able to accommodate you. Please do not hesitate to contact our dedicated wedding events team on +353 47 88100 or email [events@castleleslie.com](mailto:events@castleleslie.com) to arrange a private viewing.

# Weddings at Castle Leslie Estate

## Location

Located in the village of Glaslough, Co. Monaghan, Ireland, the Estate is only 80 minutes from Dublin and 60 minutes from Belfast.

## Wedding Ceremony

Religious ceremonies can be performed in the picturesque surroundings of St. Salvator's Church on the Estate or there are a number of beautiful ceremony venues in the area including St. Mary's Church in Glaslough.

The Castle also offers some enchanting locations in which to host a ceremony or blessing;

The Castle can host a civil ceremony for up to 120 guests.

The Castle Pavilion can host a ceremony for up to 180 guests.

## Accommodating your Guests

Castle Leslie Estate offers a variety of accommodation to suit all tastes. We have 95 bedrooms on the grounds of the Estate. These rooms are located in The Castle, Lodge, and Old Stable Mews on the Estate.

## Complimentary Extras

At Castle Leslie Estate, we are delighted to offer all our wedding couples a number of complimentary extras including:

- Personal planning meetings with a member of our dedicated wedding events team.
- Accommodation for the wedding couple on the evening of their wedding.
- Champagne on arrival for the wedding couple.
- Use of the Castle Leslie Estate sword to cut the wedding cake.
- Wedding cake stand.
- A personalised table plan.
- Personalised menus.
- Elegant centrepieces & candles adorning all tables.
- Use of the PA system for speeches.

In addition we are delighted to offer special overnight accommodation rates for wedding guests and our chefs are happy to cater, by request, for vegetarians and those with special dietary requirements.

## Room Rates at Castle Leslie Estate 2025

We are pleased to offer the following special accommodation rates for wedding guests.

### The Castle

If you are considering the Castle or Castle Pavilion as your venue, we require that the 21 unique bedrooms are taken by the wedding couple and their guests.

*Couples that choose the Castle or the Castle Pavilion as the venue for their wedding, must privately hire the venue. The charge for this hire is €1,750 per day.*

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<i>Rate per room per night at the Castle</i>	FROM €280
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### The Lodge

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<i>Rate per room per night at the Lodge</i>	FROM €265
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### The Old Stable Mews

Self-catering, accommodating up to 5 guests.

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<i>Rate per Mews per night at the Mews</i>	FROM €580
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*The above rates are based on a maximum of 2 people sharing and include a full Irish breakfast, all taxes and service charge. Rates are per room per night and are valid for 2025. The above rates are net, non-commissionable and subject to availability.*

# Arrival Reception Menu

PLEASE NOTE: *there is a requirement for you to offer each guest a drink & a selection of canapés, from the menus outlined below, on their arrival.*

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## Pre dinner drinks

Warm or Chilled Fruit Punch	€7.50 per glass
Pimms	€8.00 per glass
Mulled Wine	€8.50 per glass
Selection of Red /White Wines	FROM €35.00 per bottle
Sparkling Wine	FROM €55.00 per bottle
Champagne	FROM €100.00 per bottle
<i>*Please speak with a member of our sales/events team for further information on options available</i>	
Cocktails	FROM €14.50 per person
Selection of Bottled Beers	<i>Charged on consumption</i>
Full Bar	<i>Charged on consumption</i>
<i>(Minimum of 1 drink per guest to be tray served, full bar in addition to this offering)</i>	

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## Sample canapé selection

Cherry Tomato Filled with Crab	Thai Chicken Skewers, Coriander Yogurt
Smoked Haddock Fishcake, Dill Aioli	Tempura of Prawn, Chilli & Mango Salsa
Goats Cheese & Beetroot Tartlet	Mini Vegetable Spring Rolls
Tomato & Basil Bruschetta, Garlic Crostini	Mini Gourmet Beef Burgers
Smoked Chicken Tartlet with Basil Pesto & Black Olives	Pulled Pork Sliders
Smoked Salmon Blinis, Trout Caviar, Dill	Vegetable Samosas
Smoked Back Bacon & Onion Quiche	Asparagus Wrapped in Parma Ham, Duck Egg Hollandaise
Whipped Cashel Blue Cheese, Parmesan	Salt & Pepper Squid, Cocktail Sauce
Shortbread, Walnut Praline	Oysters in Half Shell with Shallot & Red Onion Vinegar
Beef Fillet Carpaccio, Mustard Aioli, Garlic Cress	(€3.00 per person supplement)

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Choice of 3 Canapés, 3 per person	€15.00
Choice of 4 Canapés, 4 per person	€18.00
Choice of 5 Canapés, 5 per person	€21.50

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*Alternatively, Chef's Choice of 6 canapés, 3 per person for €14.00.*

# Sample Wedding Menu

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## Starters

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Salad of Green Asparagus & Smoked Local Chicken  
*Crisp Parma Ham, Cabernet Sauvignon Dressing & Garden Salad*

Plate of Oak Smoked Salmon with King Prawns  
*Bound in Marie Rose Sauce, Mixed Leaves & Red Pepper Essence*

Lightly Smoked Local Duck Breast  
*Oriental Vegetable Salad, Soya Dressing*

Crab & Cucumber Tian  
*Saffron Aioli, Trout Caviar, Curried Wonton Crisp*

Cajun Spiced Escalope of Local Chicken (served hot)  
*Stir Fry Vegetables, Mixed Leaves, Honey Chilli & Soya Dressing*

Confit of Crispy Duck Leg Salad (served hot)  
*Crisp Baby Gem, Mango, Toasted Sesame, Soya Dressing*

Crispy Sesame Chicken (served hot)  
*Confit Chorizo, Mango, Lime & Sesame Salad*

Roast Free Range Pork Belly (served hot)  
*Celeriac Remoulade, Spinach, Apple Puree, Pork Jus*

Goat's Cheese Parfait (v)  
*Pickled Beetroot Wedges, Purple Beetroot Puree, Candied Walnuts, Beetroot Feuille De Brick*

Salad of Heirloom Tomato & Mozzarella (v)  
*Basil Caviar, Basil Oil & Balsamic Dressing*

Fan of Cantaloupe (v)  
*Fresh Mixed Berries, Fruit Berry Coulis*

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## Soups

Cream of Celeriac & Smoked Bacon, Scented with Truffle

Roast Butternut Squash & Chilli, Coriander Crème Fraîche

White Vegetable, Chive Oil

Forest Wild Mushroom, Chive Crème Fraîche

Cream of Leek & Rooster Potato, Pulled Ham Hock, Scented with Truffle

Roasted Red Pepper & Tomato, Basil Pesto

Carrot & Coriander, Coriander Oil

Cream of Onion & White Port, Croutons & Vintage Cheddar Cheese

Roasted Cauliflower, Bacon Lardons

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## Sorbets

Celebration Champagne with Strawberries  
 Orchard Apple with Apple & Mint Textures  
 Mango & Passion Fruit with Candied Mango  
 Lemon with Candied Lemon  
 Castle Leslie "Fighting Bishop" Gin & Mixed Berry  
 Elderflower & Fighting Bishop Gin, Freeze Dried Raspberries  
 Sea Buckthorne, Basil Foam

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## Main Courses

Roast Supreme of Local Chicken <i>Colcannon Potatoes, Herb Stuffing, Heritage Carrot &amp; Vegetable Parcel, Chicken Jus</i>	€80.00
Pan-Fried Hake <i>Heritage Carrot &amp; Vegetable Parcel, Creamed Potato, Mussel &amp; Petit Pois Vermouth Sauce</i>	€83.00
Glazed Local Duck Breast <i>Braised Red Cabbage, Pak Choi, Creamed Potatoes, Cherry Jus</i>	€83.00
Roast Rump of Irish Lamb <i>Gratin Potatoes, Ratatouille, Herb Crust, Rosemary Jus</i>	€85.00
Pan Fried Irish Salmon (cold salad) <i>Salad of Fennel Marinated in Lemon, Baby Spinach, Samphire, Vierge Dressing</i>	€85.00
Irish Sirloin Steak or Irish Rib Eye Steak <i>Roscoff Onion, Creamed Potato, Heritage Carrot &amp; Vegetable Parcel, Brandy &amp; Madagascar Green Peppercorn Sauce</i>	€86.00
Pan-fried Fillet of Sea Bass <i>Mediterranean Vegetables, Roast Fennel &amp; Samphire, Red Pepper Coulis &amp; Basil Oil</i>	€89.00
Seared Fillet of Irish Beef <i>Roscoff Onion, Fondant Potato, Heritage Carrot &amp; Vegetable Parcel, Rich Red Wine Jus</i>	€94.00
Roast Fillet of Halibut <i>Garden Peas, Asparagus &amp; Sea Samphire with Dublin Bay Mussels, Prawns &amp; Caper Vinaigrette</i>	€94.00
Traditional Beef Wellington <i>Roscoff Onion, Fondant Potato, Heritage Carrot &amp; Vegetable Parcel, Madeira Jus</i>	€99.00
Pan Fried Irish Salmon <i>Chive Mash, Heritage Carrot &amp; Vegetable Parcel, Prawn Thermidor</i>	€85.00

*All Main Course dishes are accompanied with Baby Potatoes, Roasted in Garlic, Rosemary, Thyme & Olive Oil and Honey Roasted Carrot & Parsnip, Steamed Green Vegetables, with Butter & Soft Herbs*

PLEASE NOTE: *When choosing a beef option, we will request you pre choose one cooking temperature for all guests on the day. (We will take an order for top table guest preference only)*



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## Vegetarian Options

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Sun Blushed Tomato Tagliatelle (v) €80.00  
*Rocket & Basil Pesto*

Mixed Mushroom & Leek Tartlet (v) €80.00  
*Served on Gratin Potato with a Tomato, Shallot & Herb Dressing*

Soft Herb Gnocchi (v) €80.00  
*Broad Bean, Parmesan Velouté, Grilled Asparagus,  
 Roast Cherry Vine Tomatoes & Frisée Salad*

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## Desserts

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Armagh Apple Tart Tatin  
*Bailey's Ice Cream*

Classic Vanilla Crème Brûlée  
*Raspberry Gel, Pistachio Biscotti, Raspberry Sorbet*

Dark Chocolate & Orange Mousse  
*Chocolate Popping Candy, Praline Ice Cream, Irish Whiskey Jelly*

Pavlova with Fresh Fruit  
*Wild Berry Purée & Chantilly Cream*

Raspberry & White Chocolate Cheesecake  
*Raspberry Gel, Raspberry Powder, Raspberry Macaron*

Warm Apple & Berry Crumble  
*Vanilla Ice Cream & Apple Crisp*

Warm Chocolate Brownie  
*Salted Caramel, Candied Walnuts, Vanilla Ice Cream, Brandy Snap Disc*

Lemon Citrus Tart  
*Fresh Raspberries, Candied Lemon Zest, Milk Ice Cream, Raspberry Tuille*

Mixed Berry & Cream Panna Cotta  
*Mini Meringues, Strawberry Gel, Seasonal Berries*

Warm Sticky Toffee & Date Pudding  
*Vanilla Ice Cream, Date & Caramel Sauce*

Hot Chocolate Fondant  
*Miso Caramel, Chocolate Soil, Salted Caramel Ice cream*

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Freshly Brewed Tea & Coffee  
*Castle Leslie Estate Petit Fours*

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*Our menus are based on a 6 course set menu – one choice per course: starter, soup, sorbet, main course, dessert, tea/coffee & petit fours.*

*The cost of the menu you choose is based on the price of the main course. If you would like to offer your guests a choice of 2 main courses, the cost of your wedding meal is based on the highest main course dish price – the higher dish price will be applicable to ALL guests regardless of their chosen main course. Please allow a supplement charge of €6.00 per person in addition to the most expensive meal course selected.*

*Vegetarian dishes and any other dietary requirements can be catered for on request.*

# Evening Buffet Menus

PLEASE NOTE: *there is a requirement for you to provide an evening buffet for at least 75% of your total evening guests.*

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## Please see below our evening Buffet Menus

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Bacon Butties  
Cocktail Sausages  
Vegetable Spring Rolls  
Vegetable Samosas  
Selection of Gourmet Sandwiches  
Gourmet Sausage Rolls  
Tomato & Mozzarella Butties  
BBQ Chicken Kebabs  
Fish & Chip Cones  
Southern Fried Chicken Drumsticks  
Salt N Chilli Chicken Cones  
Southern Fried Chicken Goujons  
Mini Gourmet Beef Burgers  
Pulled Pork Sliders  
Margherita Pizza & Pepperoni Pizza... *Additional cost of €5.00 per person*

*All of the above will be served with Tea/Coffee.*

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Choice of 2 options	€15.00 per person
Choice of 3 options	€20.00 per person
Choice of 4 options	€25.00 per person

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*Menus and prices are subject to change.*

# Sample Wedding House Wine List

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## White Wine

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**Domaine Merlet, Sauvignon Blanc, Languedoc, France** FROM €35.00  
*Our Domaine Merlet Sauvignon Blanc is a light and refreshing white wine from France with aromas of citrus and tropical fruits and flavours of citrus, tropical fruits, and herbs.*

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## Red Wine

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**Domaine Merlet, Sauvignon Blanc, Languedoc, France** FROM €35.00  
*Our Domaine Merlet Merlot is a rich and full-bodied red wine from France with aromas of red and black fruits and flavors of black cherry, licorice, and cocoa.*

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## Sparkling Wine

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**Costaross - Prosecco DOC Treviso** FROM €55.00  
*Pale golden in colour, this Prosecco has subtle white fruit aromas such as apples and pears. On the palate, it is dry and crisp with a well-balanced finish.*

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## Champagne

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**Forget Brimont 1<sup>er</sup> Cru** FROM €100.00  
*Freshness of green apples with white flowers and nuts and a lightly honeyed finish. Dense, rich and refined.*

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*Please note that the availability of wines are subject to market conditions. Should a wine become unavailable we will recommend a suitable alternative.*

*Full Wine List available upon request.*

# Wedding Contacts & Telephone Numbers

## Local Churches & Ceremony Options

St. Salvator's Church, C.O.I., Castle Leslie Estate	The Rev'd Tim Irvine revdtimi@gmail.com
Corracrin Chapel, R.C.	047 87221
Glennan Chapel, R.C.	047 87221
Clontibret Church, R.C.	047 80631
Castleblayney Church, R.C.	042 9740027
Armagh Cathedral, R.C.	048 3752 2802
Monaghan Cathedral, R.C.	047 81220
Civil Registration Office, Monaghan	047 30444
Humanist Association of Ireland	www.humanism.ie
Spiritualist Union of Ireland	www.spiritualistunion.com

## Bands

Harlequinn	www.harlequinband.ie
The Madass Mules	www.themadassmules.com
The Bentley Boys	www.bentleyboysband.ie
The Nooks	www.thenooks.net www.michaelmagillentertainments.com
Sugartown Road	http://sugartownroad.co.uk

## DJs

Marty Conor Professional DJ	www.djmartyconor.com
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## Arrival Reception Entertainment

Arco String Quartet	www.arcoquartet.co.uk
Deirdre Macklin (Harpist)	047 89981

## Hairdressers & Beauticians

Cameo Hair (Glaslough)	086 2251425
The Victorian Treatment Rooms (In-house)	047 88533

## Event Planning & Design

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EPIC Events [www.epiceventdesign.com](http://www.epiceventdesign.com)

Frog Prince Wedding & Events [www.frogprince.ie](http://www.frogprince.ie)

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## Flowers

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Flowers by Kim Marie [www.flowersbykimmarie.com](http://www.flowersbykimmarie.com)

Exquisite Wedding Flowers By David McConkey [www.davidmcconkey.co.uk](http://www.davidmcconkey.co.uk)

Rosehip & Berry [www.therosehipandberry.com](http://www.therosehipandberry.com)

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## Photographers

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Peter Carvill [www.petercarvill.com](http://www.petercarvill.com)

Ciaran O'Neill [www.ciaranoneillphotography.com](http://www.ciaranoneillphotography.com)

Lifting the Veil [www.liftingtheveil.co.uk](http://www.liftingtheveil.co.uk)

Jenny McCarthy [www.photosbyjen.ie](http://www.photosbyjen.ie)

Simple Tapestry [www.simpletapestry.com](http://www.simpletapestry.com)

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## Videographers

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Shutter & Light Wedding Videography [www.shutterandlightweddings.com](http://www.shutterandlightweddings.com)

Cinematic Tide [www.cinematictide.com](http://www.cinematictide.com)

Soul and Rise [www.soulandrise.com](http://www.soulandrise.com)

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## Wedding Cake

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Claire Does Cake [086 321 3793 / www.clairedoescake.com](http://www.clairedoescake.com)

D's Cakes [+353 873657529 / deescakes@live.ie](mailto:deescakes@live.ie)

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## Taxis (Glaslough Village)

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Carn Taxis [047 71122](tel:04771122)

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## Terms & Conditions

*By signing this contract, you are bound by the Terms & Conditions and no requests for changes can be accepted. All reservations are made subject to the following minimum conditions:*

### 1 Confirmation & Guest Numbers

- 1.1 Provisional bookings are held for two weeks from the date of booking.
- 1.2 A booking is only confirmed when a copy of your wedding contract (signed by yourself) is countersigned on behalf of Castle Leslie Estate and dated. This contract must be returned to the events department, signed by the wedding couple within 14 days from the date of issue. Failing to comply with this will result in the release of your date. We will provide you with a copy of the contract once we have countersigned it. This along with your €5,000 non refundable booking fee will confirm your booking.
- 1.3 The contract shall specify the anticipated number of adult guests for the event and the agreed minimum and maximum numbers of adult guests for the event. The contract minimum represents the minimum number of adult guests you guarantee will attend your wedding and the Estate has calculated its charges on this basis.
- The minimum number will be charged irrespective of actual numbers on the day (*if your actual number falls below your minimum contracted numbers*). If actual numbers are less than minimum numbers required on the contract, the minimum number of adult guests as per the contract will be charged for. This charge will be equal to the anticipated food and beverage spend per every guest. The shortfall of associated revenue cannot be transferred to other food, beverage, accommodation or other charges on the day.

Castle Leslie Estate reserves the right to notify couples to reduce their wedding numbers, whereby a public body deems it necessary under health and safety. And the minimum numbers required under this contract will be adjusted accordingly.

### 2 Payment

- 2.1 The final estimated account must be paid 1 month prior to arrival.
- 2.2 A non-refundable booking fee of €5,000 is payable to confirm your booking. In addition, the following payment structure applies:
- 12 months prior to event, payment of a further €1,000
  - 9 months prior to event, payment of a further €2,000.
  - 6 months prior to event, payment of a further €2,000
  - 3 months prior to event, payment of a further €4,000
  - 1 month prior to event, payment of the remaining estimated balance.
  - A discretionary final balance of up to €1,000 can be paid on the morning of departure.
  - *All payments are non-transferrable and non-refundable*

Please note, wedding receptions with an estimated value of over €20,000 (specifically relating to estimated food & beverage spend on wedding day) will adhere to a different payment schedule than the one outlined above, please speak to a member of the wedding team for further information

- 2.3 You are required to pay for all additional charges on departure either by bank draft, credit card or in cash.
- 2.4 Staged payments will be aggregated depending on when the booking is confirmed i.e. if your booking is confirmed 6 months prior to the event, the non-refundable booking fee of €5,000 plus a further payment of €5,000 will be due.
- 2.5 Prices quoted in this brochure are valid at time of going to print and may be subject to changes and annual increases. Notice of any such changes or increases will be given as early as practicable. Prices are subject to Government VAT increases.

### 3 Cancellation

- 3.1 If you must cancel the wedding event itself, such cancellations must be advised to Castle Leslie Estate in the first instance verbally, followed by written notice of cancellation, on the same day.

In the unfortunate event of a cancellation, Castle Leslie Estate will make every effort to re-sell the space. However, cancellation charges will be applied as follows:

- From date of confirming event to 19 months before arrival date – forfeiture of non-refundable booking fee.
- 18 to 13 months from arrival date - 25% of total balance excluding Booking Fee
- 12 months to 9 months from arrival date – 50% of total balance excluding Booking Fee
- 8 months to 6 months from arrival date – 75% of total balance excluding Booking Fee
- Within 6 months of arrival date – 100% of total balance.

Cancellation charges will be calculated on total food & beverage spend based on the minimum contracted numbers stated on your wedding contract. Cancellation charges will also be calculated on the total cost of accommodation holding as stated in your wedding contract.

- 3.2 Any postponements may be considered as a cancellation:

- Postponements will only be considered as such if the rebooked date falls within 12 months of your original booked date
- A further deposit of €5000.00 will be required to secure this new date (which is in addition to the payment structure stated in clause 2.2)
- If your original date is not resold further cancellation charges may apply.

- 3.3 Cancellation or the reduction of Accommodation associated with Wedding Event.

If there is a reduction in the number of bedrooms reserved, the following charges apply:

- Confirmation date to 91 days prior to event - Reduction of up to 10% of bedrooms may be cancelled without penalty.
- All reductions above 10% will be charged 50% of the full per room cost.
- Three months to one month prior to the event – all reductions will be charged 50% of the full per room cost, as stated in your contract.
- One month prior or less – all reductions will be charged in full (100% of the full per room cost).

- The 21 Castle bedrooms must be reserved and guaranteed by the wedding couple on the night of the wedding, there is no option to release these rooms at any period. Any additional accommodation blocked by the wedding couple is subject to the cancellation policy as outlined above.
- The client shall be responsible for any non-arrival of guests and shall be liable to pay the hotel any appropriate cancellation charges incurred.
- Settlement terms for the payment of cancellations is within 7 days of presentation of invoice.

#### 3.4 Cancellation by Castle Leslie Estate

In the Unlikely event, Castle Leslie Estate reserves the right to cancel the event in the following circumstances:

- Castle Leslie Estate believes the booking might prejudice the reputation of the Estate.
- Guests attending the event behave in any way considered to be detrimental, offensive or contrary to normal expected standards of behaviour.
- In circumstances where due to public safety concerns, Castle Leslie deem the cancellation of a booking necessary, or Castle Leslie is instructed by a Public Body to close for reasons such as the outbreak of a flu epidemic or other public safety issues.
- Castle Leslie Estate reserves the right to refund deposits in circumstances when a booking is made through a third party or under false pretences. Prospective clients must always meet with a member of the wedding team by appointment prior to acceptance of first deposit.
- If it becomes necessary for Castle Leslie Estate to cancel a booking for any of the foregoing reasons, the cancellation refund policy as outlined below shall apply.
- Within 18 months to arrival date – total paid deposit on balance refunded, excluding the €5,000 bookable fee

#### 3.5 Force Majeure

- In no circumstances shall Castle Leslie incur any liability to the couple in circumstances where Castle Leslie is unable to comply with its obligations to the couple as a result of a Force Majeure Event. A Force Majeure Event shall include any circumstances which are outside the reasonable control of Castle Leslie, including but not limited to war, civil commotion, industrial dispute, fire and flood.
- Castle Leslie shall not incur any liability to the couple arising out of a Force Majeure Event, nor shall Castle Leslie incur any liability to a couple for the cancellation of a booking due to public safety concerns.

### 4 Supply of Information

#### 4.1 Accommodation

- We advise couples to book all of their accommodation requirements at the time of booking their wedding. We will not be held responsible for accommodation not being available at a later date.
- In the case where the Castle or Castle Pavilion is the venue for the event, the 21 Castle bedrooms must be reserved and guaranteed by the wedding couple.

- A rooming list for all Castle bedrooms (Plus Lodge & Self Catering where applicable) must be submitted to Castle Leslie Estate at least 12 weeks prior to the event.
- The client shall be responsible for any non-arrival of guests and shall be liable to pay the hotel any appropriate cancellation charges incurred for all accommodation blocked by the wedding couple.
- Please note that additional guests, including children, in bedrooms will incur an additional charge. Please consult the reservations department for further information on rates.
- Our Self Catering Accommodation is sold on a minimum two night stay – this rate is subject to the same guests occupying the same bedrooms for the duration of the stay.

#### 4.2 Food & Beverage

- Final attendance figures for dinner must be supplied to Castle Leslie Estate 7 days before the day of the wedding. They will be charged irrespective of actual numbers on the day. If numbers increase after this time, we will endeavour to meet this request and charge accordingly. If numbers drop below this figure then we will still charge for the numbers confirmed 1 week out. Please see your minimum & maximum numbers agreed in your contract in section 1.3.
- The menu must be confirmed 8 weeks before your wedding.
- A final table plan must be provided at least 7 working days before your wedding.
- Only food that is purchased from Castle Leslie Estate may be served and consumed on the premises. The only exception to this rule is wedding cake.
- Castle Leslie Estate provides all beverage requirements for the wedding party, no beverages of any kind (including favours) will be permitted to be brought into Castle Leslie Estate. Any unlicensed alcohol found on the premises will be confiscated

#### 4.3 Food & Beverage

- Some of our dishes may contain raw eggs, nuts or traces of nut oil. Please inform our staff of any food allergies prior to ordering. None of our dishes are made with GM products.
- Our wine list changes from time to time in both content and cost. Many of our excellent wines come from small vineyards which have limited production. In order to help us source the wine of your choice, we ask that you choose your wine 1 month prior to the date of your wedding. Wine vintages may vary due to supplier difficulties beyond our control.

#### 4.4 Entertainment

- Music must finish by 2.00am. Taxis can be pre arranged at 2am for non-resident guests (please speak to your wedding co-ordinator regarding costs). However those staying on the Estate can enjoy fabulous hospitality in the residents' bar until 3.30a.m.

### 5 Hire Charges

- Couples that choose the Castle or the Castle Pavilion as the venue for their wedding, must privately hire the venue. The charge for this hire is €1,500 per day..
- Wedding couples seeking exclusive private use of the entire Estate should enquire with a member of our wedding team for information and pricing.

- **Bank Holidays / Christmas / New Year's Eve & New Year's Day**
- Restrictions and conditions apply to all enquiries for events on bank holidays and over the Christmas and New Year periods.
- Bank holidays include holiday dates in Ireland, the UK and Northern Ireland.

## 7 General

- Castle Leslie Estate shall not be liable for any breach of the terms and conditions or any delay or failure in providing services as a result of causes beyond its reasonable control including (but not limited to) floods, gas leaks, strikes, delays in transportation, failure of services or inaccessibility, a force majeure event.
- Check-in time at The Castle and The Lodge is strictly 4pm, check-out time is 12 noon. For guests staying in our Old Stable Mews, check-in time is from 4pm and check-out time is 11am
- Due to Irish legislation, no smoking is allowed anywhere in the Estate buildings including the bedrooms.
- We adhere to a strict alcohol policy and do not serve alcoholic drinks to anyone under the age of 18 years. If any of your party is fortunate enough to look younger than 18, ID will be required.
- In the case of spoilage there will be a minimum fee of €150 which will be charged to the person/persons organising and paying for the event.
- The wedding couple must observe Castle Leslie Estate's direction with regard to noise and behaviour. Castle Leslie Estate holds the wedding couple responsible for any damages caused to the premises or grounds by the wedding couple or their guests.
- The prior consent of Castle Leslie Estate must be obtained for any entertainment or service contracted for the event by the wedding couple, all of which must comply with statutory codes and regulations.
- Punctuality – the event must start and finish at the times specified in the function sheet that will be issued to you 4 weeks prior to your wedding. A charge of €500 will apply for every hour the event is delayed and consequently runs over. Castle Leslie Estate will not be held responsible for any consequences as a result of delays.
- Marquee Alterations – The prior consent of Castle Leslie Estate must be obtained before any alterations or theming of the marquee or gardens takes place. Depending on the level of work and access required, Castle Leslie Estate may apply a charge for alterations or theming carried out by the wedding couple. Please enquire with a member of our wedding team for further information and pricing.
- It is unlikely that there will be any sudden or drastic increase in the cost of your wedding between the date when you book your wedding and the date of the actual event. However, in the event of unforeseen circumstances, it may be necessary for us to revise costs and we would like you to bear that in mind to avoid any shocks closer to the date. Notice of any such changes or increases will be given as early as practicable. Prices are subject to Government VAT increases .
- Children are welcome to attend the wedding celebration and suitable menu items will be available to meet their requirements. Children 12 and over will be charged at the same rate as adults. Children under 12 will be offered a children's menu and charged accordingly.
- Children are only permitted to stay in the Castle on the evening of the wedding or when the Castle has been booked on a private basis. Family rooms and interconnecting rooms are available in the Lodge.
- In all clauses above, the wedding couple (or you) is the person/persons organising and paying for the event or the client.
- The prior consent of Castle Leslie Estate must be obtained for any items that the wedding couple require to be delivered to bedrooms for wedding guests – please note that this will incur an additional charge – please speak with a member of the wedding team regarding room drop charges.
- Menu Tastings take place in Snaffles Restaurant in the Lodge from Sunday to Thursday at 5pm pending availability of our Executive Chef. We are unable to accommodate requests outside of these set times. The menu tasting concentrates on the Main Wedding Meal only, you are welcome to choose 2 dishes to taste from each course in total. The wedding couple are offered the tasting complimentary, and any additional guests are charged at €75.00 per person (a maximum of 4 guests can attend the menu tasting). We are happy to extend a discounted bed and breakfast rate should you wish to stay overnight with us on the night of your menu tasting. Please contact a member of the wedding team for further details or to make a reservation.
- Fireworks are not permitted on the Estate due to several important reasons. The Estate is home to our 'equestrian friends' and a wide variety of wildlife. We also have great respect for our neighbours (and indeed their pets) who live in Glaslough village, whom we are always mindful of.
- Your wedding day is one of the most important and special days of your life. This occasion can also turn out to be an expensive one. We would strongly advise you to consider taking out wedding insurance to ensure your big day is fully protected. Wedding insurance can provide you with some peace of mind in the unlikely event of circumstances occurring in the future where your wedding could not proceed due to reasons beyond your control such as illness or injury or a force majeure event.

## 8 Confidentiality Clause

Confidentiality and privacy of both parties is of the utmost importance to Castle Leslie Estate. The Parties each undertake and agree to:

- Only use, copy or otherwise replicate confidential information for the purposes envisaged under this Agreement and not to use the same for any other purpose whatsoever.
- Keep confidential information secret and confidential and not to directly or indirectly disclose, publish, transfer, disseminate, copy or permit to be disclosed the same to any third party for any reason without the prior written consent of the other Party.
- The obligations of the Parties under this Clause shall survive the expiration or termination of this agreement for whatever reason.
- We kindly request that you submit a picture of yourself – this is for our records only. This information will not be disclosed or shared with any third party.



## Agreement

Signature 1:

Print Name:

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Date:

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Signature 1:

Print Name:

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Date:

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Chief Executive Officer's Signature:  
*(on behalf of Castle Leslie Estate)*

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Date:

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Sales Signature:

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Date

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