



adict for a copper face
abstain from all salt things all spices & fried
meats & from onions mard & garlick & from
all wine as very euell but instead thereof
eate gursly sorrell lettuce & young herbs
bus rage suory & eadit in your guttoge
when you slepe lay your head hee
to perfume lining

2 oz of iris 30 gr of oyl of roddum next to
with a knives point then put them in a lay
bason of water & that with spinkel by your
lining & let them be 24 ours

to make cakes of perfume
take Damask rose waten & infuse in it dry
red rose leues couer with a bladder & set
in the sun till it is dry then betit so
powder ad a little benginmen powdered then
take sun gum dragant & stope it in rose wate
& mix the roses & benginmen that with ading a
little musk & ambergree when it is beton
a nose & make it into little cakes putting
a rose lefe under & a top & so drye then
washing balls

take the best castile sope 2 oz mett it in a
pan & put in a little more than a quarter of an
oz of oyle of Rodium half an oz of atinpell
powdered & as much cloves & make it into
balls over the fume of frankincense
or ut you please

to make if queens perfume

take Damask rose buds & benginmen of each a quare
of a pound 2 oz of whit sugar candy beat
all together with a little siuel & 3 grains of
musk in to past then make them into little
cakes & put them between 2 rose leues & dry
them in the sun

to make ased cake

take 2 pounds of fine flower & drye it by the fire
1 pound & half of butter rub it well in the fine
flower then take 1 pint of alle yest & a pt & half
of cream a little rosewater 2 nutmegs mix it
well together & set it before the fire to rise
till your oue is almost hot then put in a
pound & half of caraway camfis, half a
pound of bisket camfis then flower a sheet of
whit paper & lay your cake upon it & betit
out as thin as you wold have it your oue must
be quick & your cake must stand in a bace
half an oue

to make wigs

take a pottle of flower half a pound of butter
one halfe rub in the flower & the other
half mett in the milk put in 1 egge & 6
spontals of yeast sun carroway sede & sun sugar
& a little ginger & so bake then

OVER 300 YEARS OF HISTORY

Situated in the heart of London, 3 St James's Street has been home to Berry Bros. & Rudd, Britain's oldest wine and spirit merchant, for over 300 years.

It is a venue rich with history, and an ideal location for intimate meals and large receptions, discreet meetings and lively parties.

Whether you choose our Cellars or our Townhouse, your guests will enjoy exceptional food and an unrivalled selection of wine from the company that has been supplying the Royal Family since the reign of King George III.

Our experts will help with every element of planning and preparation, and with hospitality options including wine tastings, dinners and receptions, you will be able to create a truly memorable event.



OUR CELLARS

An historic yet truly modern venue

The cellars beneath our wine shop date from the early Eighteenth Century. Louis Napoleon, later to become Emperor Napoleon III, held clandestine meetings here during his exile in the 1840s, plotting his return to France.



The larger of our two cellars, The Napoleon Cellar is perfect for stand-up receptions and tastings, as well as sit-down lunches and dinners.

It combines the old with the new, with state-of-the-art audio-visual facilities discreetly presented next to historic original features.

The Napoleon Cellar

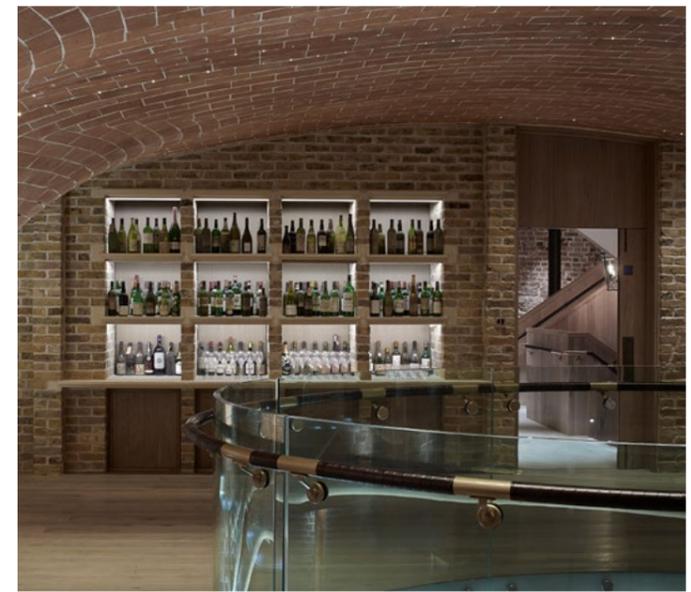
Walk-around tasting for 100 people

Seats 70 for lunch or dinner

Tutored tastings followed by lunch or dinner for up to 36

Tutored tastings and canapé reception for up to 40

OUR CELLARS



The Sussex Cellar is the most recent addition to our exceptional wine education and entertainment venues. Equipped with the latest technological gadgetry, it offers purpose-built convenience suited to receptions, tutored wine tastings, lunches and dinners.

After entering via a secret door in one of our historic Pickering Place townhouses, you will descend into a dual-level venue that combines modern architectural innovation with the feel of our historic cellars.



The Sussex Cellar

Receptions, tastings, lunch or dinner
and meals for up to 40

Receptions and meals for up to 40

OUR TOWNHOUSE

Perfect for more intimate events



Tucked away behind St James's Street is Pickering Place, formerly a site of bearbaiting, cock fighting and duelling, and home to our Georgian Townhouse.

The Townhouse provides an elegant venue for more intimate occasions.

Beautifully decorated by celebrated interior designer Nina Campbell, The Long Room has a sophisticated atmosphere ideal for dinner parties, family get-togethers and business lunches and dinners. Enjoy drinks beforehand in The Green Room, before sitting down to a meal prepared to your specifications.

The Long Room

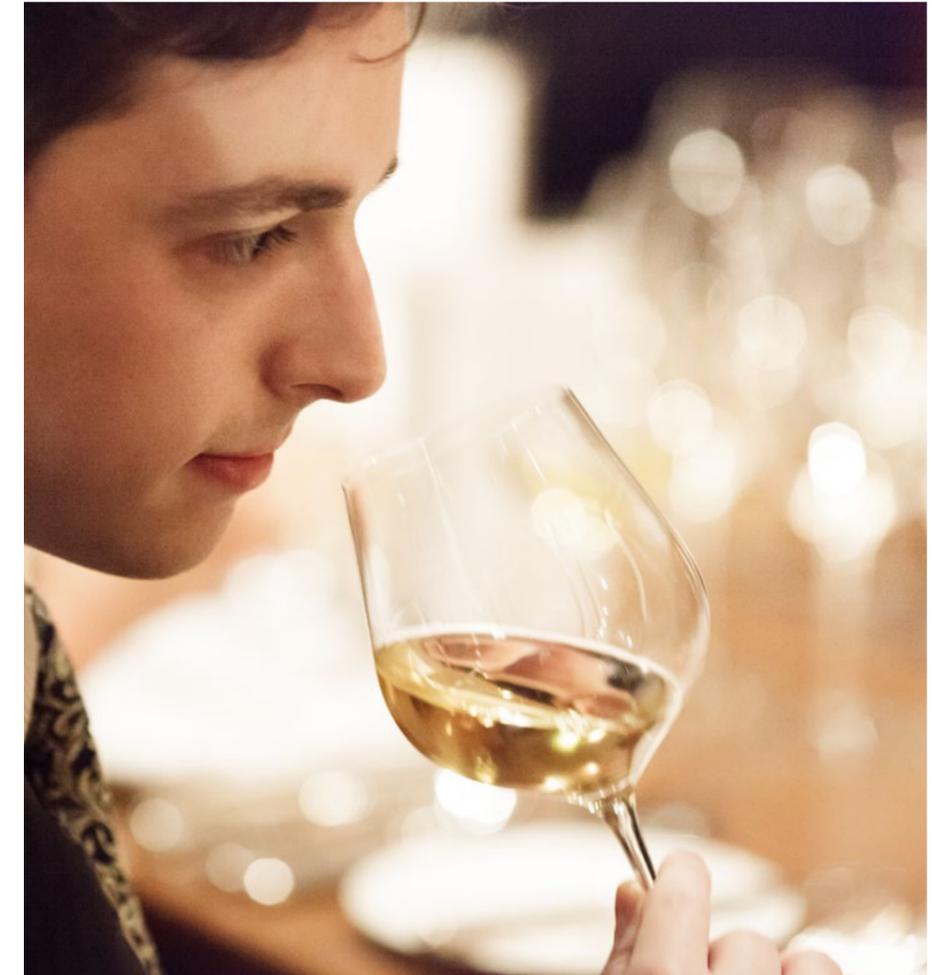
Seats 14 people for lunch or dinner

Wine tastings for up to 14 people

Audio-visual facilities for presentations

OUR WINE

Unrivalled experience and expertise



As Britain's oldest wine and spirit merchant, with more Masters of Wine than any other company, we will help you pick bottles that surprise and delight your guests.

We have more than 4,000 wines and spirits to choose from, and our experts will work with you to select the right ones for your event.

There is no restaurant mark-up – you only pay the retail price, plus service at £10 per bottle.

OUR FOOD

Fine dining to complement fine wines



“I want guests to have a complete dining experience, with food that is as good as the wine. Our menus are designed to work in harmony with the wines, creating a marriage that brings out the best in both.”

Stewart Turner, Head Chef

Our Catering team is led by Stewart Turner, previously of The Connaught Hotel, The Wolseley, and the three Michelin-starred Waterside Inn.

We create seasonal menus to the same high standard as our wine, using the finest, freshest ingredients. You can choose one of our specially prepared set menus, or pick dishes from across our range.



OUR HOSPITALITY



Good hosting is crucial to a successful event, and our experienced team will do everything they can to ensure your guests have the best possible time. As well as providing you and your guests with attentive service throughout your event, we offer a range of hospitality options.

Tutored tastings

Explore different regions, grape varieties and styles with one of our experts in a fun but informative hour-long session.

Walk-around tastings

Perfect for larger groups, this more informal style of tasting allows your guests to try a selection of wines at three different stations, manned by our experts.

Canapé and wine pairing

Learn about the art, and the science, of food and wine matching, while enjoying delicious canapés and wines. Cheese and wine pairing is also available as an option.

Quizzes and blind tastings

Bring out your guests' competitive sides, and sort out who knows their Burgundies from their Bordeaux, with a fun quiz or blind tasting.



TOWNHOUSE CAPACITY & PRICES

Capacity

Type of event	Number of attendees
Reception and tasting	14
Wine tasting and lunch/dinner	14
Lunch or dinner	14

	Lunch or lunch reception	Evening reception	Dinner
Minimum spend	£1,500	£2,500	£2,500
Venue hire	£525	£1,050	£1,050
Cancellation within 8 weeks of event	Venue hire	Venue hire	Venue hire
Cancellation within 4 weeks of event	Minimum spend	Minimum spend	Minimum spend
Timing	12.00 - 16.00	18.30 - 21.30	18.30 - 23.00

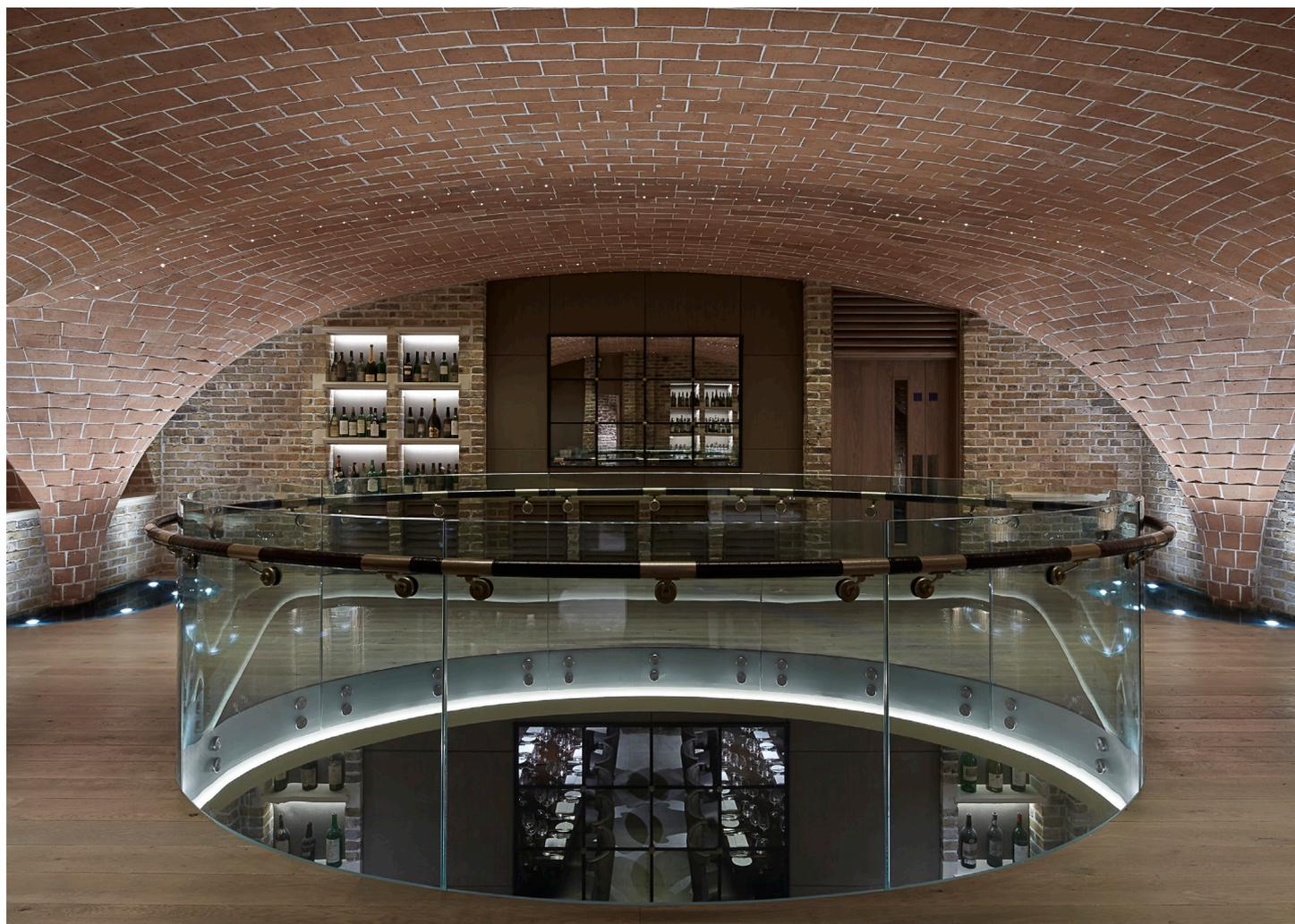


SUSSEX CELLAR CAPACITY & PRICES

Capacity

Type of event	Number of attendees
Reception and tasting	40
Wine tasting and lunch/dinner	40
Lunch or dinner	40

	Lunch or lunch reception	Evening reception	Dinner
Minimum spend	£2,500	£3,500	£3,500
Minimum spend (1st September to 25th December)	£2,500	£4,500	£4,500
Venue hire	£775	£1,550	£1,550
Cancellation within 8 weeks of event	Venue hire	Venue hire	Venue hire
Cancellation within 4 weeks of event	Minimum spend	Minimum spend	Minimum spend
Timing	12.00 - 16.00	18.30 - 21.30	18.30 - 23.00



NAPOLEON CELLAR CAPACITY & PRICES

Capacity

Type of event	Number of attendees
Reception and walk-around tasting	100
Reception and tutored tasting	40
Reception, wine tasting and lunch/dinner	36
Reception, lunch or dinner	70

	Lunch or lunch reception	Evening reception	Dinner
Minimum spend	£2,500	£5,000	£5,000
Minimum spend (1st September to 25th December)	£2,500	£6,000	£6,000
Venue hire	£775	£1,750	£1,750
Cancellation within 8 weeks of event	Venue hire	Venue hire	Venue hire
Cancellation within 4 weeks of event	Minimum spend	Minimum spend	Minimum spend
Timing	12.00 - 16.00	18.30 - 21.30	18.30 - 23.00



BUSINESS EVENTS TOWNHOUSE & SUSSEX CELLAR

Capacity & Prices

	Townhouse	Sussex
Maximum capacity & minimum chargeable number of attendees	14 (minimum booking of 10)	40 (minimum booking of 20)
Prices	£115 including VAT per person	£115 including VAT per person
Cancellation within four weeks	£1,150	£2,300

The Business Package

- Exclusive hire of either the Townhouse or the Sussex Cellar from 9.00am to 4.30pm
- Tea, coffee, orange juice and pastries on arrival
- Mid-morning & afternoon coffee, tea and chocolates
- Still/sparkling water and elderflower cordial (available throughout the day)
- AV equipment
- Headed paper and pencils
- Buffet lunch

Sample Lunch Menu (please note that our menus alter accord to season)

Asparagus with smoked rapeseed mayonnaise and fennel pollen

--

Comté tart with pickled walnut and rhubarb chutney

--

Flaked salt cod, courgette, blood orange and olive

--

Spiced tuna with miso crème fraîche and charred spring onions

--

Bresaola, aged parmesan custard, smoked artichoke and rocket pesto

--

Roast chicken, garlic crisps and grilled gem lettuce and Caesar dressing

A selection of cheeses

--

Platter of seasonal fruit

--

Chocolate brownie with burnt citrus jelly and caramelised white chocolate

If you would like wine with your lunch, then this can be pre-ordered up to five working days in advance at our retail bottle price plus a £15.00 service charge per bottle consumed.

For further information, please contact isobel.watsonsmith@bbr.com

MENUS SPRING 2016

Price per person

Menu A

£62.50

Spiced carrot and lentil velouté with seasoned yoghurt (V)
Roasted guinea fowl, confit white asparagus and chasseur croquette
Barbecued pineapple with coconut rice and tropical mousse

Menu B

£65.00

Jersey royal hash with a crispy duck egg and dried ham hock
Poached and seared trout with watercress purée, brown shrimp and wild chervil emulsion
Caramel and malt

Menu C

£72.50

Amuse-bouche
Scorched smoked salmon, compressed cucumber with cucumber and dill consommé
Porcini-rubbed ox cheek, horseradish buttermilk and pickled girolle mushrooms
Blood orange custard with chocolate ice cream and warm madeleines

Menu D

£90.00

Amuse-bouche
Crispy pork croquette with Thai salad and sriracha
Artichoke barigoule with grelot onions and salted ricotta (V)
Butter-poached tiger prawn, ginger and white Port sauce
Barbecued lamb breast with cockle dressing and sea vegetables
Pigeon Rossini
Lime marshmallow with toasted meringue

An additional cheese course is available at a supplement of £12.95 per person. Berry Bros. & Rudd's selected coffee and chocolates are complimentary at the end of the meal. Menu E and Menu F are designed to have a different wine with each course, therefore we recommend choosing these menus only if you are not planning on having a wine tasting prior to your meal. Please refer to bbr.com for allergen information.

CHEF'S SELECTIONS

Price per person

Garden

Brassicas with lardo, lemongrass dressing and fennel pollen	£16.00/£28.00
Glazed endive with walnut praline, duck pastrami and crispy gorgonzola	£18.00/£30.00
Leeks with mimosa brown butter and smoked almonds with Cornish crab	£20.00/£32.00
Roast cauliflower with curry emulsion and mango chutney	£18.00/£28.00
Spring mushroom risotto, morel mushrooms and wild garlic	£22.00/£32.00
Tasting of potato, sauce soubise and gruyère purée	£20.00/£28.00

Please note all of the above can be vegetarian and are available as starters or main courses.

Fish

Grilled mackerel with rhubarb chutney and oat crumble	£18.00/£30.00
Tuna tartare with foie gras parfait and ponzu dressing	£20.00/£32.00
Seared bream on morel mushrooms and salsify carbonara	£20.00/£32.00

All of the above are available as starters or main courses.

Meat

Roasted saddle of lamb with anchovy, parsley and mint	£40.00
Supreme of duck with paysanne garnish and salt baked celeriac	£36.00
Iberico pork fillet, wild garlic and crackling	£38.00

Desserts

Poached rhubarb with white chocolate mousse and caramelised white chocolate	£16.00
Orange blossom and mango with polenta shortbread	£14.00
Chocolate delice with passion fruit curd, ginger ice cream	£18.00

An additional cheese course is available at a supplement of £12.95 per person. Berry Bros. & Rudd's selected coffee and chocolates are complimentary at the end of the meal. Menu E and Menu F are designed to have a different wine with each course, therefore we recommend choosing these menus only if you are not planning on having a wine tasting prior to your meal. Please refer to bbr.com for allergen information.

CANAPÉS

Price per person

Menu 1

£32.00

Cold

Gruyère and onion biscuits (V)	£4.00
Charred duck bites with new season rhubarb chutney	£4.00
Gem lettuce with feta, lemongrass dressing and pickled lemon (V)	£3.00
Salsify with smoked salmon and lemon	£4.00
Chicken parfait with crisp skin, toasted walnut and grape	£4.00

Hot

Persian-spiced sausage rolls with sumac and pomegranate	£4.00
Beenleigh blue cheese and spinach muffins (V)	£4.00
Prawn and sweet potato cakes with lime crème fraîche	£5.00

Menu 2

£40.00

Cold

Thai vegetable and noodle rolls (V)	£4.00
Smoked halibut with celeriac and rye	£6.00
Cured salmon gin and cucumber jelly, sour cream and pickled oyster leaf	£5.00
Chorizo and olive skewers	£5.00

Hot

Morel mushroom and wild garlic tarts (V)	£4.00
Open spring lamb pasties with piccalilli	£5.00
Taleggio bread box with spring truffle (V)	£5.00
Confit pork belly with cuttlefish mousse, pistachio and apple granola	£6.00

Menu 3

£46.00

Cold

Basil and brown crab palmiers with crab salad and lemon gel	£5.00
Moroccan lamb wraps with baba ganoush	£5.00
New season asparagus with smoked rapeseed mayonnaise (V)	£5.00
Chicken zhoug on plantain crisps	£4.00

Hot

Crisp duck gyoza with pickled mouli hoi sin and shiso	£5.00
Goats' cheese and lemon thyme Scotch eggs (V)	£4.00
Grilled beef sirloin, mushroom ketchup and salsify chips	£6.00
Seared paupiette of sole with lobster sabayon	£6.00

Sweet

Poached Champagne rhubarb with white chocolate and ginger mousse	£3.00
Blood orange tart with crème fraîche and poppy seeds	£3.00



Prices quoted allow for two of each canapé per person, which is sufficient for a reception of one to two hours.

WINE TASTINGS

SPRING 2016

Groups of 20 or fewer will be charged the individual bottle prices, plus a £250 tuition fee. Groups of 21 or more will be charged on a per head basis.

	Price per head	Price per bottle
Tasting 1: The Spring Tasting	£30.00	
2007 Nyetimber, Blanc de Blancs, Sparkling, Sussex, England		£39.95
2012 Opalie, Ch. Coutet, Bordeaux, France		£46.00
2011 Chinon, Vieilles Vignes, Patrick Lambert, Loire, France		£16.50
2012 Doctors Flat Vineyard Pinot Noir, Bannockburn, Central Otago, New Zealand		£38.00
2007 Barbaresco Montefico, Roagna, Piedmont, Italy		£73.95
1997 Muscat, Moenchreben de Rorschwihr, Domaine Rolly-Gassmann, Alsace, France		£55.00
Tasting 2: The International Grape Varieties	£30.00	
White wines		
Sauvignon Blanc – 2014 Sancerre, Caillottes, Domaine François Cotat, Chavignol, Loire, France		£24.00
Riesling – 2011 Zeltinger Schlossberg, Bomer Riesling, Trocken, Selbach-Oster, Mosel, Germany		£23.95
Chardonnay – 2010 Neudorf Vineyards Nelson Chardonnay, New Zealand		£29.95
Red wines		
Pinot Noir – 2012 Au Bon Climat Sanford & Benedict Pinot Noir, Santa Ynez Valley, California,		£44.50
Shiraz – 2010 Giaconda, Warner Vineyard Shiraz, Victoria, Australia		£70.00
Cabernet Sauvignon blend – 1999 Ch. Branaire-Ducru, St Julien, Bordeaux, France		£75.00
Tasting 3: France versus the New World	£40.00	
White wines		
2013 Chablis, Vaudésir, Grand Cru, Domaine Louis Michel, Burgundy		£49.00
2013 Au Bon Climat Sanford & Benedict Vineyard Chardonnay, Santa Ynez, California, USA		£32.50
Red wines		
2011 Vosne-Romanée, Les Damaudes, Domaine Vigot, Burgundy		£49.00
2011 Ostler Caroline's Pinot Noir, Waitaki River, Otago, New Zealand		£33.00
2011 Almaviva, Maipo Valley, Chile		£92.00
1996 Ch. Calon-Ségur, St Estèphe, Bordeaux		£95.00

WINE TASTINGS SPRING 2016

Continued



	Price per head	Price per bottle
Tasting 4: An Old World Tasting	£40.00	
White wines		
2006 Champagne Pol Roger, Brut		£56.00
2013 Deidesheimer Kalkofen, Riesling, Dry, Grosses Gewächs, Von Winning, Pfalz, Germany		£36.00
Red wines		
2009 Barolo, Serra, Giovanni Rosso, Piedmont, Italy		£54.95
1998 Rioja Gran Reserva 890, La Rioja Alta, Spain		£115.00
1997 Ch. Gruaud Larose, 2ème Cru Classé, St Julien, Bordeaux, France		£62.00
Malvasia, 20-year-old, Lote 14050, Vinhos Barbeito, Madeira, Portugal		£115.00
Tasting 5: France's Finest	£45.00	
White wines		
2013 Vouvray Sec, Vincent Carême, Loire		£19.50
2012 Riesling de Rorschwihr, Cuvée Yves, Domaine Rolly-Gassmann, Alsace		£21.95
2011 Clos Blanc de Vougeot, 1er Cru, Domaine de la Vougeraie, Burgundy		£72.00
Red wines		
2011 Vosne-Romanée, Les Rouges, 1er Cru, Domaine Alain Burguet, Burgundy		£51.35
2011 Côte-Rôtie, Rose Pourpre, Domaine Pierre Gaillard, Rhône		£85.00
1998 Ch. Léoville-Las Cases, St Julien, Bordeaux		£147.00
Tasting 6: Great Burgundy	£60.00	
White wines		
2011 Puligny-Montrachet, Champgains, 1er Cru, Domaine Antoine Jobard		£89.00
2011 Chassagne-Montrachet, La Boudriotte, 1er Cru, Domaine Jean-Noël Gagnard		£59.00
2011 Meursault, Tête de Murger, Domaine Patrick Javillier		£65.00
Red wines		
2011 Volnay, Les Fremiets, 1er Cru, Henri Boillot		£57.00
1998 Clos de la Roche, Grand Cru, Domaine Louis Remy		£135.00
2001 Griottes-Chambertin, Grand Cru, Domaine Ponsot		£170.00

WINE TASTINGS SPRING 2016

Continued

	Price per head	Price per bottle
Tasting 7: France versus the New World – Prestige	£70.00	
White wines		
2011 Penfolds Yattarna Chardonnay, South Australia		£120.00
2011 Meursault, Charmes, 1er Cru, Olivier Bernstein, Burgundy		£135.00
Red wines		
2012 Greystone Wines The Brothers' Reserve Pinot Noir, Waipara, New Zealand		£52.50
2008 Nuits-St Georges, Clos St Marc, 1er Cru, Michèle & Patrice Rion, Burgundy		£63.00
2011 Dominus Estate, Napa Valley, California, USA		£150.00
2004 Ch. Lafleur, Pomerol, Bordeaux		£296.00
Tasting 8: Classic Clarets	£90.00	
2000 Ch. Latour-Martillac, Pessac-Léognan		£54.00
2001 Ch. Giscours, 3ème Cru Classé, Margaux		£59.00
2007 Ch. Trotteville, 1er Grand Cru Classé (B), St Emilion		£66.00
1996 Ch. Calon-Ségur, 3ème Cru Classé, St Estèphe		£95.00
1998 Ch. Léoville-Las Cases, 2ème Cru Classé, St Julien		£147.00
2002 Ch. Latour, 1er Cru Classé, Pauillac		£396.00
Tasting 9: Prestige Cuvée Champagne	£95.00	
2006 Vilmart & Cie, Coeur de Cuvée, Brut, Premier Cru		£95.00
2003 Moët et Chandon, Dom Pérignon Rosé		£252.00
1998 Gosset, Celebris, Brut		£120.00
1995 Charles Heidsieck, Blanc des Millénaires		£145.00
2002 Dom Ruinart Rosé		£215.00
1998 Billecart-Salmon, Cuvée Le Clos Saint Hilaire		£295.00
Tasting 10: Famous Reds from around the World	£120.00	
2000 Chambertin, Grand Cru, Domaine Louis Remy, Burgundy, France		£195.00
2009 Vega Sicilia, Valbuena 5º, Ribera del Duero, Spain		£106.00
2009 Colgin Cellars IX Estate Red, Napa Valley, USA		£335.00
2005 Barbaresco, Crichèt Pajé, Roagna, Piedmont, Italy		£382.00
2008 Henschke Hill of Grace Shiraz, Eden Valley, Australia		£398.00
1989 Ch. Latour, 1er Cru Classé, Pauillac, Bordeaux, France		£360.00

INFORMATION

Capacity

	Napoleon	Sussex	Townhouse
Reception	100	40	14
Lunch/Dinner	70	40	14
Wine Tastings	36	40	14

Menus and Wine Tastings

We have included a number of suggested wine tastings and food menus but remain fully flexible to tailoring both wine tastings and menus to your taste and style of entertaining. It is our intention to offer wines to complement your chosen menu; as such we do not offer choice menus but will cater for pre-notified dietary requirements should they be required.

Special Dietary Requirements and Nut Allergy Information

All food served at Berry Bros. & Rudd is prepared in our kitchens where nuts are used and traces of nuts can be found. We cannot provide a nut-free environment for the preparation of dishes. If you have an allergy, food intolerance or special dietary requirements please confirm these no later than five working days prior to your event.

Smoking

Smoking is not permitted anywhere on our premises.

Water and Cordials

As part of Berry Bros. & Rudd's green policy we offer complimentary filtered still water. Hildon Sparkling Water is available at £2.95 per bottle. Sparkling Elderflower or Ginger and Lemongrass cordials are available at £5.95 per 2 litre jug.

Responsible Drinking

As a business it is our policy to encourage responsible drinking. We would refer you to Drinkaware's website, www.drinkaware.co.uk, for further information. Furthermore, it is a stipulation of the Licensing Act 2003 that we do not serve alcohol at our in-house events to people who appear to be intoxicated.

External Speakers

Should you wish to bring in an external wine speaker for your event, please contact the Private Wine Events team as special conditions apply.

Staff Gratuities

We believe you reserve the right to recognise good service and do not add a fixed amount to your final invoice for staff gratuities. Should you wish to recognise the staff's service, we will distribute any gratuity according to your instructions.

Carriages

Luncheon 3.30pm; Evening wine tasting and/or canapé reception 9pm; Dinner 10.30pm.

Guests must depart within half an hour of these times, i.e. 4pm, 9.30pm, 11pm.

Cloakroom Facilities

We provide staff to run cloakroom facilities at the client's request but we do not, by doing so, accept responsibility for guests' possessions. These are left at the owner's own risk.

PRIVATE WINE EVENTS

Terms & Conditions

Venue Hire and Minimum Spend

All events are subject to a venue hire charge and a minimum spend requirement. The venue hire is a charge and is not a refundable deposit. The minimum spend amount includes the venue hire.

For prices please consult the capacity and prices table in this brochure.

All bookings subject to availability.

Timings

Daytime 12.00 – 16.00

Evening 18.30 – 23.00 (tasting and reception finish time is 21.30)

Earlier start times may be available by prior arrangement only. Under normal circumstances we ask that hosts arrive no earlier than 20 minutes before the start of an event.

For events in the Napoleon Cellar, please be aware that our main shop floor at No.3 St James's Street is open to the public until 6pm and unavailable for the start of evening events until 6.30pm.

Berry Bros. & Rudd's Fine Wine Selection

We can help you choose the right wine for your event from our list of more than 4,000 different wines. There is no restaurant mark-up on our wines, which we charge at our full retail bottle price plus £15 service charge per bottle consumed regardless of the format or value of the bottle. All purchases of wines and spirits and other goods and services from Berry Bros. & Rudd are subject to Berry Bros. & Rudd's standard terms of sale in addition to any terms stated in this brochure. You may view a copy of the standard terms and conditions of sales on our website at www.bbr.com/terms.

Payment

The person or company who completes the booking form is the only party who will be invoiced for payment (it is not divisible between different parties). The person or company to whom the invoice is addressed will be deemed responsible for the payment. If your accounting system requires a Purchase Order number to be quoted for the venue hire invoice, please supply this information on the booking form. All of our charges are relevant for 2015 but are subject to change without notice. Once a booking has been confirmed we will require the venue hire charge in advance of the event. This is payable a minimum of eight weeks before the event. The balance is due, without exception, within 30 days of the date on our invoice.

Cancellation Charges

Once a booking has been confirmed it is subject to our terms of cancellation. Any bookings cancelled within eight weeks of the event will be subject to paying either the venue hire or the minimum spend, depending on the proximity to the date. For these charges please consult the capacity and prices table in this brochure.

Confirmation of Numbers and Menus

The format of your event and menus must be confirmed no later than 10 working days prior to the date of the event. Final chargeable numbers must be confirmed no later than five working days before each event. Your invoice will be calculated in accordance with confirmation of numbers. If we do not receive your confirmed details five working days prior to the event, we reserve the right to choose your menu and wines on your behalf. We endeavour to provide the named ingredients; however, should an item not be available due to market conditions, we will provide the most suitable alternative.

PRIVATE WINE EVENTS

Booking Form

Force Majeure

Except where otherwise expressly stated in these Terms and Conditions, we regret we cannot accept liability or pay compensation where the performance of our contractual obligations is prevented or affected by 'Force Majeure.' In these Terms and Conditions 'Force Majeure' means any event which we or the supplier(s) of the service in question could not, even with all due care, foresee or avoid. Such events are likely to include war, civil strife, riot, industrial dispute, terrorist activity, natural disaster, fire, adverse weather conditions, volcanic ash disruption and all similar events outside of our control.

By signing this contract, I agree with these Terms and Conditions (to be completed by the party responsible for the payment of the invoice)

Venue _____

Signed _____

Print Name _____

Date _____

Telephone Number _____

Email _____

(Company) Name and Billing Address (Block Capitals)

Date of Event _____ Time _____

Estimated Number of Guests _____

Purchase Order Number (if required) _____

Please sign and return by email to privatewineevents@bbr.com; by fax to 0203 301 1601; or by post to Private Wine Events, Berry Bros. & Rudd, 3 St James's Street, London SW1A 1EG.

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