

adict for a copper face
a bstein from all salt things all spices & fried
meats & from onions mustard & garlick & from
all wine as very euell but instead thereof
eat quersly sorrell lettis & young hops
bus rage suory & eadit in your guttoge
when you shere lay your head hee
to perfume lining

2 oz of iris 30 gr of oyl of roddum mixt toge
with a knues playnt then put them in a lay
bason of water & that with sprinkel your
lining & let them be 24 ours

to make cakes of perfume
take Damask rose water & infuse in it dry
red rose leues couer it with a bladder & set
it in the sun till it is dry then betit so
powder adra little bengimen powdered then
take sum gum dragant & stope it in rose wa
& mix the roses & bengimen that with ading a
little musk & ambergree when it is beton
a nose & make it into little cake putting
a rose lefe under & a top & so dry then
washing bath

take the best castle rope 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 otingp
powdered & as much cloves & make it into
baths over the fire fume of frankincen
or wot you please

to make if goes perfume

take Damask rose leues & bengimen of eek aqua
of a pound 2 oz of whit sugar candy beat
all together with a little siact & 3 grains of
musk in to past then make them into little
cake & put them between 2 rose leues & dry
them in the sun

to make ased cake

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

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 sum caraway sede & sum 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

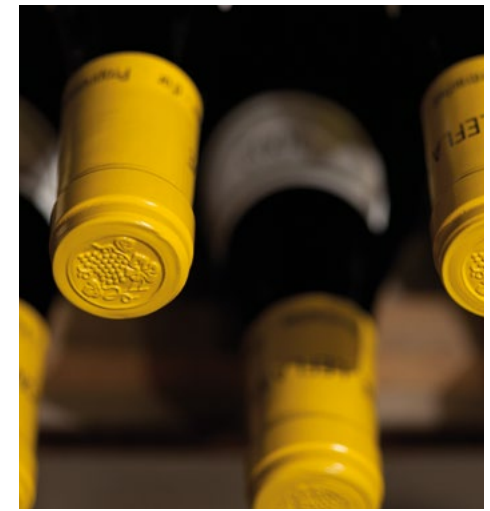
Seats 14 people for lunch or dinner

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 a handling charge of £15 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 noon to 4pm	6:30pm to 9:30pm	6:30pm to 11 pm



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	£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 noon to 4pm	6:30pm to 9:30pm	6:30pm to 11pm



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	£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 noon to 4pm	6:30pm to 9:30pm	6:30pm to 11pm



BUSINESS EVENTS

Hire either our Townhouse or the Sussex Cellar for a meeting or conference in truly unique surroundings. Our business package includes:

- Exclusive use of the Townhouse or the Sussex Cellar from 9am to 4.30pm
- Tea, coffee, orange juice and pastries on arrival
- Mid-morning and afternoon coffee, tea and chocolates
- Still/sparkling water and elderflower cordial (available throughout the day)
- AV equipment
- Headed paper and pencils
- Buffet lunch

Sample buffet lunch menu (please note that our menus vary according 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 handling charge per bottle consumed.

Capacity & Pricing

	Townhouse	Sussex
Capacity	14	40
Price per person	£115 (including VAT)	£115 (including VAT)
Minimum spend	£1,150	£2,300
Cancellation within 4 weeks of event	£1,150	£2,300
Timing	9am to 4.30pm	9am to 4.30pm

TOURS & TASTINGS AT NO.3



Join one of our expert Wine Advisors for a tour of Berry Bros. & Rudd's historic cellars at No.3 St James's Street, followed by a private tasting. We will create an experience to your exact requirements; finding the time that suits you and tailoring the tour and tasting to your personal preferences.

Please note that our tours and tastings are only available for groups of up to six people.

Sample Wine Tasting

White

2011 Penfolds Yattarna Chardonnay, Australia

2012 Meursault, Genevrières, 1er Cru, Philippe le Bon, Hospices de Beaune, Burgundy

Red

2013 Greystone The Brothers' Pinot Noir, Waipara, New Zealand

2001 Chambolle-Musigny, 1er Cru, Domaine Louis Remy, Burgundy

2011 Dominus, Napa, California, USA

2000 Ch. Pichon-Longueville-Baron, Pauillac, Bordeaux

Cheese and charcuterie platters can be provided on request (prices start at £18.95 per head)

Capacity & Prices

Maximum capacity	6
Price	From £1,000 (including VAT) for a 90-minute tour and six-wine tasting
Timing	3pm to 6pm, Monday to Friday

For further information, please contact eventsandeducation@bbr.com

MENUS SUMMER 2017

Our intention is to provide wines that perfectly complement your chosen menu; as such we offer banquet dining only, and not à la carte menus. However, we will cater for dietary requirements should they be provided in advance.

Price per person

Menu A

£65.00

Chicken liver terrine with spiced cherries and sourdough

Monkfish and wild rice with citrus and cinnamon

Strawberries and cream

Menu B

£75.00

Prawn-stuffed courgette flowers with lemon verbena cream

Confit pork belly with apricots, bacon and roquette

White chocolate and cherry sundae

Menu C

£85.00

Amuse-bouche

Crab minestrone with pesto tortellini

Roast loin of lamb with summer beans and savoury

Violet sorbet with chocolate and honeycomb

Menu D

£98.00

Amuse-bouche

Heritage tomato jelly with tapenade tart and basil vierge

Cured and torched sea trout with broad beans, pickled green strawberries and fig leaf oil

Veal sweetbread with girolles and watercress

Roasted squab on coco beans

Elderflower parfait with raspberries

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 D is designed to have a different wine with each course, therefore we recommend choosing this menu only if you are not planning on having a wine tasting prior to your meal.

CHEF'S SELECTIONS

Our intention is to provide wines that perfectly complement your chosen menu; as such we offer banquet dining only, and not à la carte menus. However, we will cater for dietary requirements should they be provided in advance.

Price per person

Garden

Aubergine salad with burrata and pomegranate	£16.00/£24.00
Stuffed Romano peppers with fennel and olives	£18.00/£26.00
Jersey Royal risotto with Bellota ham and apple	£20.00/£28.00
Ratatouille-stuffed globe artichoke with pesto wafers and parmesan	£20.00/£28.00

Please note all of the above can be vegetarian, starters or main courses.

Fish

Red mullet with squid and bouillabaisse jus	£24.00/£38.00
Seared John Dory with variations of garlic and crayfish	£25.00/£40.00
Loin of cod with crispy brandade, charred broccoli and lemon	£22.00/£36.00

Meat

Roast supreme of chicken with young leeks and peas à la Française	£35.00
Grilled sirloin with heritage tomatoes and dripping toast	£45.00
Saddle of rabbit with crispy white polenta, braised gem and grain mustard jus	£40.00

Desserts

Peach trifle with lavender shortbread	£18.00
Blackcurrant vacherin	£16.00
Chocolate tuile with almond and orange ice cream	£20.00

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.

CANAPÉS

Price per person

Menu 1

£35.00

Cold

Cheddar scone with roast chicken butter	£4.00
Spiced tuna sushi roll with seared tuna and tempura crumb	£5.00
Smashed broad bean toast with chilli and mint (V)	£4.00
Sweet corn blini with chive cream cheese and bacon	£4.00
Courgette roll with ricotta and balsamic pearls (V)	£4.00

Hot

New potato fondant with young leeks and summer truffle (V)	£4.00
Smoked eel and pork belly puff pastry	£5.00
Haggis and spring lamb pie with crushed swede	£5.00

Menu 2

£43.00

Cold

Olive crostini with white bean purée and grilled courgette (V)	£5.00
Smoked salmon and mouli roll with pickled sea lettuce and caviar	£6.00
Mozzarella filo tartlet with grilled peach salsa (V)	£4.00
Jerk chicken wrap with red pepper mousse	£6.00

Hot

Parmesan gnocchi with confit tomatoes and olive crumb (V)	£4.00
Monkfish scampi with lemon mayo and chilli salt	£6.00
Grilled lamb fillet with smoked aubergine, coffee and pinenuts	£6.00
Salmon burger with chilli jam and crispy squid	£6.00

Menu 3

£53.00

Cold

Beef fillet toast with charred nectarine and truffle ketchup	£6.00
Mini lobster roll with avocado and baby gem	£7.00
Artichoke heart with crispy sweetbread and bacon dukah	£6.00
Pea mousse mille-feuille with girolles (V)	£6.00

Hot

Asparagus arancini with gruyère puree (V)	£6.00
Grilled prawn skewer with chilli béarnaise	£6.00
Salt-cod borek with pepper purée	£5.00
Crispy ox cheek, aioli and burnt onion	£5.00

Sweet*

Strawberry shortcake with vanilla cream	£3.00
Chocolate tart with caramel mousse and lime	£3.00



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

*If you would prefer not to have the sweet canapés from Menu 3, please do feel free to substitute them with savoury canapés from an alternative menu.

WINE TASTINGS SUMMER 2017

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 per person.

	Price per head	Price per bottle
Tasting 1: The International Grape Varieties	£30.00	
White		
2015 Sancerre, André Dezat, Loire		£18.50
2013 Hermannshöhle, Riesling Trocken, Grosses Gewächs, Dönnhoff, Nahe, Germany		£50.00
2015 Richard Kershaw Clonal Selection Chardonnay, Elgin, South Africa		£42.95
Red		
2013 Doctors Flat Vineyard Pinot Noir, Bannockburn, Central Otago, New Zealand		£37.95
2014 Frankland Estate, Isolation Ridge Shiraz, Frankland River, Australia		£23.00
2010 Tourelles de Longueville, Pauillac, Bordeaux		£42.75
Tasting 2: Off the Beaten Track	£30.00	
White		
2015 Albariño, Pazo de Señoráns, Rías Baixas, Spain		£18.50
2013 Hans Herzog Grüner Veltliner, Marlborough, New Zealand		£29.95
2012 Hermitage Blanc, Domaine Marc Sorrel, Rhône		£65.00
Red		
2013 Pulenta Gran Cabernet Franc, Mendoza, Argentina		£37.95
2009 Mazza Wines Graciano, Geographe, Western Australia		£22.50
2010 Poeira, Jorge Moreira, Douro, Portugal		£32.45
Tasting 3: France versus the New World	£40.00	
White		
2012 Chablis, Fourchaume, 1er Cru, Le Domaine d'Henri, Burgundy		£29.90
2013 Tyrrell's HVD Old Vines Chardonnay, Hunter Valley, Australia		£27.50
Red		
2012 Gevrey-Chambertin, Benjamin Leroux, Burgundy		£47.50
2013 Doctors Flat Pinot Noir, Central Otago, New Zealand		£37.95
2014 Mullineux Schist Syrah, Swartland, South Africa		£73.75
2012 Hermitage Rouge, Domaine Marc Sorrel, Rhône		£65.00

WINE TASTINGS SUMMER 2017

Continued



	Price per head	Price per bottle
Tasting 4: An Old World Tasting	£40.00	
White		
2012 Stolzenberg, Heymann-Löwenstein, Mosel, Germany		£29.00
2015 Alto de Cantenac Brown, Bordeaux blanc		£24.00
Red		
2011 Corton, Grèves, Grand Cru, Domaine des Croix, Burgundy		£75.00
2012 Barolo, La Serra, Marcarini, Piedmont		£44.00
2012 Châteauneuf-du-Pape Rouge, La Crau, Domaine du Vieux Télégraphe, Rhône		£54.00
2007 Carmen, Gran Reserva, Bodegas Contador, Rioja		£90.00
Tasting 5: France's Finest	£45.00	
Sparkling		
Champagne Ruinart, Blanc de Blancs, Brut		£57.00
White		
2015 Riesling, Muenchberg, Grand Cru, Domaine André Ostertag, Alsace		£36.00
2013 Chassagne-Montrachet, Les Chaumées, 1er Cru, Domaine Jean-Noël Gagnard, Burgundy		£53.00
Red		
2013 Mas de Daumas Gassac Rouge, Pays d'Hérault		£28.50
2011 Côte-Rôtie, La Mordorée, Chapoutier Sélections Parcellaires, Rhône		£85.00
1998 Ch. Clinet, Pomerol, Bordeaux		£108.20
Tasting 6: Great Burgundy	£60.00	
White		
2013 Chassagne-Montrachet, Embazées, 1er Cru, Benjamin Leroux		£65.00
2013 Meursault, Les Chevalières, 1er Cru, Jean-Philippe Fichet		£59.00
2013 Corton Charlemagne, Grand Cru, Sylvain Loichet		£110.00
Red		
2011 Pommard, Les Rugiens, 1er Cru, Domaine François Buffet		£75.00
2012 Chambolle-Musigny, Les Charmes, 1er Cru, Patrice et Michèle Rion		£75.00
2010 Clos de la Roche, Grand Cru, Maison Roche de Bellene		£120.00

WINE TASTINGS SUMMER 2017

Continued

	Price per head	Price per bottle
Tasting 7: France versus New World – Prestige	£70.00	
White		
2011 Penfolds Yattarna Chardonnay, South Australia		£87.70
2012 Meursault Blagny, 1er Cru, Domaine Antoine Jobard, Burgundy		£95.00
Red		
2013 Au Bon Climat Pinot Noir Sanford & Benedict, Santa Ynez Valley, California		£44.50
2001 Latricières-Chambertin, Grand Cru, Domaine Louis Remy, Burgundy		£130.00
2013 Napanook, Napa Valley, Dominus Estate, California		£73.50
1996 Ch. Talbot, 4ème Cru Classé, St Julien, Bordeaux		£104.59
Tasting 8: Classic Clarets	£70.00	
Red		
2008 Ch. Clinet, Pomerol		£75.00
2006 Ch. Canon, 1er Grand Cru Classé, Saint-Emilion		£62.60
2011 Lynch-Bages, 5ème Cru Classé, Pauillac		£88.40
2001 Ch. Rauzan-Ségla, 2ème Cru Classé, Margaux		£102.00
2000 Ch. Léoville-Las Cases, 2ème Cru Classé, St Julien		£270.20
1990 Ch. Cos d'Estournel, 2ème Cru Classé, St Estèphe		£218.60
Tasting 9: Prestige Cuvée Champagne	£100.00	
Sparkling		
2004 Pol Roger, Sir Winston Churchill		£148.00
2006 Taittinger Comtes de Champagne, Blanc de Blancs		£99.00
2006 Billecart Salmon Cuvée Elisabeth Salmon		£160.00
2005 Bollinger, La Grande Année, Rosé, Brut		£100.00
2006 Moët & Chandon, Dom Pérignon		£126.00
1990 Krug, Brut		£670.53
Tasting 10: Famous Reds from around the World	£135.00	
Red		
2004 Colgin Estate Napa Red, California		£327.46
2001 Gevrey-Chambertin, Grand Cru, Rossignol-Trapet, Burgundy		£195.00
2006 Valbuena, Bodegas Vega Sicilia, Ribera del Duero, Spain		£120.00
2013 Sorì Tildin, Angelo Gaja, Piedmont		£341.60
2007 Penfolds Grange, Australia		£303.80
2006 Ch. Latour, Pauillac, Bordeaux		£565.00

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, ie 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 handling 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 2017 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 5 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.

Please keep a copy of these Terms and Conditions for your records.