



# MILLSTREAM

HOTEL & RESTAURANT

## CIVIL MARRIAGES AND PARTNERSHIP CEREMONIES

We are licensed to hold civil ceremonies in our sitting room, which can comfortably seat 45 guests; with space for a further 50 guests to stand. We suggest that the ceremony takes place at Midday. Guests should be invited to arrive between 11.30am and 11.45am. As we are not licensed to serve alcohol before the ceremony, we provide complimentary tea and coffee from a buffet in the bar or garden. The Registrar will need to interview both parties just before the commencement of the ceremony. Partners can either arrive at the same time and see the Registrar and enter the sitting room together or remain separate and unseen by each other until the beginning of the ceremony. Our music system plays background classical music, which is suitable for when your guests arrive and also during the meal. However, we urge you to consider live music for the entrance and signing of the register. We can recommend a local own pianist who has a wide repertoire and can play music to suite all tastes. Alternatively you may prefer to ask a friend to play for you. If you have your Ceremony here on a Saturday, we charge £250 for the use of our sitting room. This is reduced to £150 from Monday to Friday. If you do not have luncheon here, our charge is £500. The Registrar also makes a charge for conducting the ceremony. As soon as you have arranged a provisional date with us, please contact Chichester Register office, on 01243 782723, to check that they can attend.

## RECEPTION TIMINGS AND REFRESHMENTS

If you are going to be married in a church or have a civil ceremony in a registry office, we recommend that you aim to arrive at the Millstream by around 12.30pm. You can enjoy aperitifs and perhaps some canapés, in the garden or sitting room, whilst photographs are taken. For budgeting purposes we have listed some suggestions and priced them by the glass. However, most of the below are actually charged by the bottle as consumed. We recommend that you make provision for refilling your guests' glasses. Sherry (Sweet, Medium or Dry) £2.00 a glass; Pimms (Large measure with Lemonade, Fresh Fruit & Mint) £3.90 a glass; Wine (French Dry, German Medium or French Red) £3.75 per glass; Champagne (Guy de Chasse NV) £5.50 per glass; Sparkling Wine (Dry French or Asti Spumante) £3.75 per glass; Bucks Fizz (Dry Sparkling Wine & Orange Juice) £3.00 per glass; Kir (Dry White Wine with Black currant Liqueur) £4.25 per glass; Kir Royale (Dry Sparkling Wine/Champagne with Blackcurrant Liqueur) £4.00/£6.00 per glass; Orange Juice £5.00 per litre.

We will invite you and your guests to sit down for lunch by about 1.30pm. Please choose a white and a red wine to accompany the meal from the enclosed list. It is possible to bring your own wine, in which case we charge "corkage" at £9 per 750ml bottle of still wine and £12 per 750ml bottle of sparkling wine/Champagne. After dessert, it is traditional for us to serve a glass of Champagne or Sparkling Wine for the toasts. After the speeches, coffee and wedding cake is then served, from a buffet, in the garden or sitting room. We will keep the bar open until 5.00pm and the reception will need to finish by 5.30pm. (As we need to prepare the dining room to serve resident guests in the evening, we regret that we are unable to offer you our facilities beyond that point). Should you wish to continue your celebrations into the evening, you may wish to consider Bosham Village Hall, which can comfortably accommodate up to 200 people. Please telephone 01243 574072 for further details.

## TABLE PLANS

Our tastefully decorated restaurant is flexible in layout and comprises two adjoining rooms at right angles, with a connecting area between them. Each room holds up to 40 guests and there is also space for up to 16 in the area between the two rooms. A top table is often placed here. The total capacity is 96. If you bring a minimum of 50 guests, you can secure exclusive use of our whole restaurant. If your party size is between 40 and 50 guests you can pay an additional fee for exclusive use. If your guest list is less than 20, we would be delighted to arrange a table for you within our restaurant, where other guests may also be lunching. We can produce table plans & place cards for you at no additional charge and can also offer you free use of our silver cake-stand (round or square) and knife.

