



Weddings

BY CLAYTON HOTEL
GLASGOW CITY

A special welcome to a unique venue

Your day is in safe hands at Clayton Hotel Glasgow City

We are delighted that you are considering the breath-taking Custom House at Clayton Hotel Glasgow City for your Wedding Day. We would be privileged to host your special day here and we are always on hand to answer any questions you may have. After all, our job is to make everything easier for you. Using our extensive experience, our team will guide you through the planning of your special day.

We look forward to welcoming you both and all of your guests to our spectacular wedding venue. Your family and friends can enjoy the ambience of our comfortable surroundings with thanks to our professional, friendly service and attention to detail. Our impressive Custom House building is the ideal backdrop for both your arrival reception as well as those all-important wedding photographs.

Lovingly restored and designed to impress, Custom House is ready to welcome guests and let them see for themselves where historic charm meets a modern setting.





Where every moment matters

Step inside Custom House Glasgow and see for yourself where historic charm meets a modern setting. A lovingly restored Grade A listed building, we are here to tend to all of the details and ensure your Custom House Wedding is exactly as you want it.

We would be delighted to discuss your requirements in more detail. Please contact our Events Team to arrange an appointment.

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Clayton Hotel Glasgow City

The 4-star Clayton Hotel Glasgow City is located in the heart of Glasgow on the River Clyde.

Wedding Capacity

At Clayton Hotel Glasgow City, we truly understand just how important your wedding day is to you and your loved ones. With an expert events team and exquisite facilities that allow us to cater for up to 150-day guests, we offer the attention to detail and personal touch which will ensure you have a day to remember. Our dedicated wedding team will help you with all of your questions and queries down to the smallest detail. Also, we only host one wedding per day for a more attentive and personalised service, meaning you will have our complete undivided attention.

Civil Ceremonies

Clayton Hotel Glasgow City is the place to say 'I Do'. Whether you chose a humanist, spiritualist or civil ceremony for your wedding vows, we have the perfect setting for your perfect day. Having your ceremony at the hotel in our beautiful Custom House allows you to enjoy all of your celebrations under one roof.

Pre & Post Wedding celebrations

For those anticipatory moments before, Clayton Hotel Glasgow City can offer areas such as the Custom House Bar and Restaurant, or our mezzanine, both of which are the perfect spot for pre-wedding day celebrations.

Continue your celebrations on to day two and give yourself more time to spend with family and friends. We offer a range of different private dining experiences where you can enjoy a leisurely lunch or delicious dinner of traditional classics and tasty international delights at Custom House Bar & Restaurant.

Accommodation

One of the many reasons couples book their wedding in Custom House is the availability of accommodation on site for their guests. As Custom House is attached to Clayton Hotel Glasgow City, your guests have access to comfortable and luxurious rooms all in one location.

Clayton Hotel Glasgow City offer 303 air-conditioned guest bedrooms that include well-appointed deluxe rooms and luxurious style suites. Additionally, couples are given special accommodation rates for their guests on their wedding night.

Always here to help

Our experienced events team are there to help you plan your wedding and will be delighted to discuss your requirements and show you around the unique Custom House Ballroom. Their guidance and expertise will ensure that you can enjoy your special day every step of the way.





Our packages

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The Complete Custom House | £135pp

- Ballroom hire
- 3 course dinner with tea/ coffee & petit fours (1-1-1)
- A drink of choice (post ceremony)
- Chef's choice of canapés
- A glass of sparkling wine for speeches
- Half bottle of wine per person with dinner
- Evening buffet (3 items per person)
- Crisp folded linen table napkins
- Personalised menu and table plan
- Complimentary stay in our suite on the night of your wedding
- 15% off guest accommodation
- Cake stand, base & knife
- Dance floor
- Aisle runner for ceremony
- Toastmaster/MC
- Designated wedding coordinator
- Candelabra centerpieces
- Gold chivari chairs

Special Moments

Alongside our exclusive package each couple will receive the following with our compliments:

- Designated wedding coordinator
- A "one wedding a day" promise for a more attentive and personalised service
- Complimentary menu tasting for the couple
- A glass of champagne for the couple
- Complimentary Custom House ballroom hire
- AV technology and an inbuilt speaker for your speeches
- Cake stand & knife
- City centre location with expansive River Clyde views for picture perfect memories
- No service charge
- Complimentary accommodation in one of our brand-new suites
- Special accommodation rates for your guests

Minimum numbers of 65 adults.



Sample Menu

Starter

(choose 1 from the below)

- Pea & Mint Soup
- Spinach & Watercress Soup
- Carrot & Cumin Soup
- Celeriac & Apple Soup
- Coconut & Sweet Potato Soup
- Celery & Potato Soup



Main

(choose 1 from the below)

- Butter Roast Chicken Supreme
Pomme anna potatoes, confit carrots, tarragon chicken jus
- Vegetarian: Baked Halloumi
Pomme anna potatoes, confit carrots, tarragon jus
- Roast Chicken Breast
Black pudding, potato fondant, green beans, red wine jus
- Vegetarian: Meatless Farm Plant-based Fillet
Confit garlic, potato fondant, green beans, jus
- Sea Bass
Boulangère potato, smoked leeks, dulse & herring roe butter sauce
- Vegetarian: Baked Pulled Jackfruit Crepe
Boulangère potato, smoked leeks, dulse & tomato dressing

Dessert

(choose 1 from the below)

- Chocolate & Hazelnut Pave
Feuilletine, Chantilly crème
- Forest Fruits Bavaois
Berry compote, white chocolate
- Vanilla Sponge Cake
White chocolate namelaka, mango gel
- Tiramisu
Espresso jelly, vanilla cream
- Coconut Panna Cotta
Exotic fruit salsa, coconut shavings
- Peanut Butter Cheesecake
Peanut brittle
- Black Forest Gauteux
Cherries, vanilla cream
- Raspberry Yoghurt Mousse
Ginger stem, shortbread



All dietary requirements are catered for. If you have any concerns regarding allergens or menu preparation, please discuss with your wedding coordinator.

The Clydeside | £109pp

- Ballroom hire
- 3 course dinner with tea/ coffee & petit fours (1-1-1)
- A drink of choice (post ceremony)
- A glass of sparkling wine for speeches
- A glass of wine or bottled beer per person with dinner
- Evening buffet (3 items per person)
- Crisp folded linen table napkins
- Personalised menu and table plan
- Complimentary stay in our suite on the night of your wedding
- 15% off guest accommodation
- Cake stand, base & knife
- Dance floor
- Aisle runner for ceremony
- Toastmaster/MC
- Designated wedding coordinator
- Candelabra centerpieces
- Gold chivari chairs

Special Moments

Alongside our exclusive package each couple will receive the following with our compliments:

- Designated wedding coordinator
- A “one wedding a day” promise for a more attentive and personalised service
- Complimentary menu tasting for the couple
- A glass of champagne for the couple
- Complimentary Custom House ballroom hire
- AV technology and an inbuilt speaker for your speeches
- Cake stand & knife
- City centre location with expansive River Clyde views for picture perfect memories
- No service charge
- Complimentary accommodation in one of our brand-new suites
- Special accommodation rates for your guests

Minimum numbers of 65 adults.



Sample Menu

Starter

(choose 1 from the below)

Pumpkin & Gorgonzola Tart
Sage, mixed leaf, house dressing

Vegetarian: Pumpkin & Walnut Tart
Sage, mixed leaf, house dressing

Beetroot Carpaccio
Whipped goats cheese, roast hazelnut, thyme dressing

Vegetarian: Beetroot Carpaccio
Whipped tofu, roast hazelnut, thyme dressing

Chicken Liver Parfait
Truffle butter, grape & fig chutney, rye cracker

Vegetarian: Wild Mushroom Paté
Truffle dressing, grape & fig chutney, rye cracker

Coronation Chicken Terrine
Lime pickle, mango gel, poppadom

Vegetarian: Pressed Jackfruit
Lime pickle, mango gel, poppadom



Main

(choose 1 from the below)

Roast Pork Loin
Sweet potato gratin, roast apple, spiced pork sauce

Vegetarian: Roast Butternut Squash
Sweet potato gratin, roast apple, pumpkin seed pesto

Honey Roast Pork Belly
Potato escalope, tender stem broccoli, parma ham, sage jus

Vegetarian: Meatless Farm Plant-based Fillet
Potato escalope, tenderstem broccoli, sage sauce

Braised Beef Roulade
Celeriac mash, crispy shallots & confit onion, mustard jus

Vegetarian: Braised Meatless Roulade
Celeriac mash, crispy shallots & confit onion, mustard jus

Salmon
Crushed potato, pea & bean medley, chive cream sauce

Vegetarian: Meatless Farm Plant-based Fillet
Crushed potato, pea & bean medley, chive cream sauce



Dessert

(choose 1 from the below)

Chocolate & Hazelnut Pave
Feuilletine, Chantilly crème

Forest Fruits Bavaois
Berry compote, white chocolate

Vanilla Sponge Cake
White chocolate namelaka, mango gel

Tiramisu
Espresso jelly, vanilla cream

Coconut Panna Cotta
Exotic fruit salsa, coconut shavings

Peanut Butter Cheesecake
Peanut brittle

Black Forest Gauteux
Cherries, vanilla cream

Raspberry Yoghurt Mousse
Ginger stem, shortbread

All dietary requirements are catered for. If you have any concerns regarding allergens or menu preparation, please discuss with your wedding coordinator.

Nearest & Dearest | £122pp

- Ballroom hire
- 3 course dinner with tea/ coffee & petit fours (1-1-1)
- A drink of choice on arrival (post ceremony)
- A glass of sparkling wine for speeches
- A glass of wine or bottled beer with dinner
- Chef's choice of canapés (3 items per person)
- Evening buffet (3 items per person)
- Crisp folded linen table napkins
- Personalised menu and table plan
- 15% off guest accommodation
- Cake stand, base & knife
- Dance floor
- Aisle runner for ceremony
- Toastmaster/MC
- Designated wedding coordinator
- Candelabra centerpieces
- Gold chivari chairs

Special Moments

Alongside our exclusive package each couple will receive the following with our compliments:

- Designated wedding coordinator
- A "one wedding a day" promise for a more attentive and personalised service
- Complimentary menu tasting for the couple
- A glass of champagne for the couple
- Complimentary Custom House ballroom hire
- AV technology and an inbuilt speaker for your speeches
- Cake stand & knife
- City centre location with expansive River Clyde views for picture perfect memories
- No service charge
- Special accommodation rates for your guests

Minimum numbers of 25 adults.



Sample Menu

Starter

(choose 1 from the below)

Pumpkin & Gorgonzola Tart
Sage, mixed leaf, house dressing

Vegetarian: Pumpkin & Walnut Tart
Sage, mixed leaf, house dressing

Beetroot Carpaccio
Whipped goats cheese, roast hazelnut, thyme dressing

Vegetarian: Beetroot Carpaccio
Whipped tofu, roast hazelnut, thyme dressing

Chicken Liver Parfait
Truffle butter, grape & fig chutney, rye cracker

Vegetarian: Wild Mushroom Paté
Truffle dressing, grape & fig chutney, rye cracker

Coronation Chicken Terrine
Lime pickle, mango gel, poppadom

Vegetarian: Pressed Jackfruit
Lime pickle, mango gel, poppadom

Main

(choose 1 from the below)

Roast Pork Loin
Sweet potato gratin, roast apple, spiced pork sauce

Vegetarian: Roast Butternut Squash
Sweet potato gratin, roast apple, pumpkin seed pesto

Vegetarian: Meatless Farm Plant-based Fillet
Potato escalope, tenderstem broccoli, sage sauce

Honey Roast Pork Belly

Potato escalope, tender stem broccoli, parma ham, sage jus

Braised Beef Roulade

Celeriac mash, crispy shallots & confit onion, mustard jus

Vegetarian: Braised Meatless Roulade

Celeriac mash, crispy shallots & confit onion, mustard jus

Salmon

Crushed potato, pea & bean medley, chive cream sauce

Vegetarian: Meatless Farm Plant-based Fillet

Crushed potato, pea & bean medley, chive cream sauce

Dessert

(choose 1 from the below)

Chocolate & Hazelnut Pave
Feuilletine, Chantilly crème

Forest Fruits Bavaois
Berry compote, white chocolate

Vanilla Sponge Cake
White chocolate namelaka, mango gel

Tiramisu
Espresso jelly, vanilla cream

Coconut Panna Cotta
Exotic fruit salsa, coconut shavings

Peanut Butter Cheesecake
Peanut brittle

Black Forest Gauteux
Cherries, vanilla cream

Raspberry Yoghurt Mousse
Ginger stem, shortbread

All dietary requirements are catered for. If you have any concerns regarding allergens or menu preparation, please discuss with your wedding coordinator.

Twilight | £75pp

- Ballroom hire from 5pm
- A drink of choice on arrival (post ceremony)
- Chef's choice of canapés (3 items per person)
- A glass of sparkling wine for speeches
- 4 item buffet served with tea & coffee
- Crisp folded linen table napkins
- Personalised menu & table plans
- 15% off guest accommodation
- Cake stand, base & knife
- Dance floor
- Aisle runner for ceremony
- Toastmaster/MC
- Designated wedding coordinator
- Candelabra centerpieces
- Gold chivari chairs

Special Moments

Alongside our exclusive package each couple will receive the following with our compliments:

- Designated wedding coordinator
- A "one wedding a day" promise for a more attentive and personalised service
- A glass of champagne for the couple
- Complimentary Custom House ballroom hire
- AV technology and an inbuilt speaker for your speeches
- Cake stand & knife
- City centre location with expansive River Clyde views for picture perfect memories
- No service charge
- Special accommodation rates for your guests

Minimum numbers of 40 adults.



Moonlight Magic | £45pp

- Ballroom hire from 7pm until 1am
- A drink of choice on arrival
- 3 item evening buffet
- Crisp folded linen table napkins
- 15% off guest accommodation
- Cake stand, base & knife
- LED dancefloor
- Designated wedding coordinator
- Candelabra centerpieces
- Gold chivari chairs

Special Moments

Alongside our exclusive package each couple will receive the following with our compliments:

- Designated wedding coordinator
- A "one wedding a day" promise for a more attentive and personalised service
- A glass of champagne for the couple
- Complimentary Custom House ballroom hire
- AV technology and an inbuilt speaker for your speeches
- Cake stand & knife
- City centre location with expansive River Clyde views for picture perfect memories
- No service charge
- Special accommodation rates for your guests

Minimum numbers of 80 adults.





Terms and conditions

All bookings made for events are subject to the regulations of the Company and the following conditions. Please note that additions and/or changes to these can be made under mutual agreement between the Company and Client subject to event type and specific requirements.

Definitions

In these terms & conditions the following expressions shall mean: "the Company" is the operating company, Clayton Hotel Glasgow City. "The Client" is the individual, company or association specified in the booking details. "the Contract" is the agreement between the Company and the Client in relation to the booking, incorporating the Terms & Conditions as specified below and any amendments made in writing.

Quotations

The quotation herein may be subject to a proportionate increase to meet increased costs of food, beverages and other costs of the operation existing at the time of performance by reason of increases in commodity prices, labour costs, taxes or currency values.

In exceptional circumstances it may be necessary to increase prices herein quoted or to make reasonable substitutions to the menu - the Client agrees to pay the increased prices or accept the substitutions. Prices quoted are subject to change should menu changes be made by the Client at any stage. All prices quoted are inclusive of VAT.

Minimum & Final Numbers

Minimum numbers will stand as agreed during the quotation stage of the booking and prior to the signing of this Contract. This minimum number will be the lowest amount charged to the Client. The Company reserves the right to move an event to another room or space if guest/delegate numbers fall below the minimum number required and with prior notice to the Client. The Client will supply the Company with the 'final number' of guests/delegates at least 10 working days prior to the scheduled date of the event - the final number will be the minimum number of meals and/or drinks packages for which the Client guarantees payment, unless this final number falls below the minimum number previously agreed which then the minimum number will be charged. Extra meals/

drinks packages may be served if conditions permit but without guarantee or obligation by the Company to provide them - any such meals/drinks packages will be charged at the quoted price.

Food

Only food that has been prepared and supplied by the Company may be consumed on the premises, with the exception of a wedding or other celebratory cake - in this instance, the Client must complete and sign a liability waiver form. A liability waiver form will also need to be completed and signed if the Client or Guests want to take any food, including a wedding or other celebratory cake, off the premises. Menu prices are based on food that is served before 10.30pm. Menu prices may be subject to an increase of up to 10% per annum. Final confirmation of menu choice is required at least two weeks prior to the event.

Beverages

No beverages [alcoholic or non-alcoholic] may be brought on to the premises or consumed on the premises by the Client or the Client's guests. Exceptions can be made however only with explicit written permission from the Company. Where written permission is granted, the Company reserves the right to make a charge for the service of such beverages.

Accommodation

Special rates for accommodation are offered to guests attending an event at the Company, subject to the availability. If the Client requires nine or more rooms for guests, these must be booked as a block during the quotation stage and secured by deposit on the signing of the Contract. Cancellation and release of these rooms will be agreed during quotation stage and will vary on each booking subject to length of stay and the number of rooms required. A specified cut-off date for any unsold rooms will also be applied in line with the above. In the event of a no-show or late cancellation the Client/guests will be charged for the first night's stay, subject to the guarantee made for rooms at time of booking.

Entertainment

A resident DJ, band or other entertainment may be supplied by the Company when required at a standard cost. The Client must obtain approval from the Company for all entertainment that is not booked by the Company. The Client must provide evidence that the entertainer holds the relevant public liability insurance, at least two weeks prior to the event. The Company reserves the right to control sound levels of DJ's, bands and other entertainment. The Client is responsible and liable for the conduct and discipline of all persons attending the event. The Company reserves the right to refuse service and the right to ask guests to leave or to terminate an event, without refund, if there is any failure to correct (when asked) any aspect of poor behaviour or unacceptable activities on the part of any guest - the decision of the Company manager on duty is final. Any alcohol brought onto the property without notifying the Company to be consumed by guests attending the event will result in the event being terminated with immediate effect. Underage drinking is not tolerated by the Company and will also result in the termination of an event should any underage guests consume alcohol on the property, whether it is bought by another guest on site or from outside the property of Clayton Hotel Glasgow City.

Damage

The Client is responsible for any damage caused to the allocated rooms or furnishings, utensils, equipment therein or to the Company generally by any act, default or neglect of the Client, subcontractor, employee or guests of the Client and shall pay to the Company on demand the amount required to make good or remedy any such damage.

Incident Reporting

The Company will provide an incident report form for the purpose of recording any incident or accident that occurs during the course of the hire period. It is the duty of the Client to report such an incident to the manager on duty and furnish an account of such accident or incident together with names and addresses of all or any witnesses thereto and to sign the incident book in support thereof.

Guests Property

The Company does not accept any liability for loss or damage to any item of guest property while on the premises. Fire exits are to be kept clear at all times. All stands and display notices must be entirely self-supporting. Nails, screws, drawing pins, adhesives and sticky tapes must not be used on the floors, walls, doors or partitions of the meeting rooms, banqueting suites or public areas.

Performance

Performance of this agreement is contingent upon the ability of the Company management to complete the same, and is subject to labour trouble, disputes or strikes, accidents, global pandemic restrictions, government requisitions and restrictions upon travel, transportation, foods, beverages or supplies: and other causes whether enumerated herein or not beyond the control of management preventing or interfering with performance. If it transpires that the Company was misled at time of booking and the actual event to be held is not the one agreed/approved, the Company reserves the right to cancel the event without notice and retain any monies paid. In this instance the standard refund schedule does not apply. If the Client is prevented from carrying out all its obligations by circumstances beyond its reasonable control, including government intervention, strikes, labour disputes, accidents, acts of God, national or local disasters, war, global pandemic restricting travel, to the extent that such circumstance makes it illegal or impossible to hold the event, the Company will defer/refund deposit once cancelled 14 days prior to the event.

Provisional Bookings

The Company reserves the right to release any provisional booking without this signed Contract after five working days if the Client has made no contact. Provisional bookings with no Contract will be held for a maximum of 7 days as a good will gesture and released if no further agreement has been made via the Company in writing.

Deposits

Rooms/dates may be held provisionally for one week but are not guaranteed until a deposit has been paid. A deposit of £500 is required to secure a booking - this deposit is non-refundable. Transfer of this deposit can be agreed, subject to availability and at the discretion of the Company. Payment of a deposit indicates acceptance of terms and conditions. The Company reserves the right to refund a deposit and cancel an event, when a booking is made under false pretences or is in breach of any of the terms and conditions listed. The following schedule of payments applies to all events, unless credit facilities have been established:

Deposit on booking to secure date of event - £500

First payment - 5 months prior to event date -

25% of total balance

Second payment - 3 month prior to event date -

25% of total balance.

Final payment - 1 month prior to event date -

outstanding balance.

Cancellation Charges

This booking becomes binding on receipt of a signed copy of our Terms and Conditions by both parties. In the event that the Client should cancel the booking, the hotel shall assess a Cancellation Fee against the guest as to compensate the hotel for its loss of earnings ('the Cancellation Fee'). Deposits paid by the guest will be applied against the Cancellation.

Fee owing.

The following Cancellation Fees will apply:

Notice % of Original Booking Value Payable

Between 27 - 52 weeks 25%

Between 13 - 26 weeks 50%

Between 5 - 12 weeks 75%

Between 1 - 4 weeks 100%

Disputes

Only the items in dispute may be withheld from payment. Should any clause in this contract be held to be inoperative or unlawful for whatever reason, it shall not render ineffectual the remainder of the agreement. The Laws of the United Kingdom shall govern this agreement.



Wedding checklist

Getting started

- Tell relatives and friends you're engaged
- Open a wedding bank account
- Select bridal party
- Book your wedding venue. Contact our wedding coordinator for available dates
- Compose a guest list

12-6 months before the big day

- Visit the celebrant and set the date
- Determine a budget for your suppliers
- Book your DJ and musician for the reception
- Choose professional photographer/videographer and wedding cars
- Order your stationery
- Shop for wedding gown – several fittings will be required
- Obtain floral and music estimates; book services if possible
- Pick a honeymoon destination
- Order dresses for bridesmaids
- Organise wedding insurance

5 months before the big day

- Confirm arrangements with your celebrant and discuss the service
- Finalise guest lists
- Choose and purchase your wedding rings
- Choose florist
- Groom to organise suits for himself and best man
- Make honeymoon reservations
- Order your wedding cake
- Confirm delivery of bridal gown
- Reserve accommodation for guests who need it – ask our wedding co-ordinator about special rates for your guests
- Go over details of reception with wedding co-ordinator

2 months before the big day

- Inform celebrant of all the details of your ceremony
- Fine tune guest list and send out invitations, including gift list info
- Finalise honeymoon plans, check passports are up to date and book travel insurance
- Organise vaccinations and visas
- Discuss hair and make up with your hairdresser/make-up artist
- Buy a guest book
- Select wedding party gifts
- Final gown fitting

1 month before the big day

- Chase all unanswered invitations and draw up a final list of who'll be attending your wedding
- Confirm final numbers with our wedding co-ordinator and work out a seating plan
- Book your final hair appointment
- If you're changing your surname or address, notify your bank, doctor and so on
- Organise stag and hen parties (for at least a week before the day!) – this is a groomsman/bridesmaid job
- Remind all those speaking at your wedding to prepare their speeches
- Confirm music arrangements & check selections

1 week before the big day

- Remind rehearsal dinner guests of time/location
- Confirm photographer, flowers, cars, musicians and DJ
- Reconfirm final numbers with our wedding co-ordinator
- Go over final details of ceremony & reception with all parties involved
- Assign small jobs to family/friends. (pick up guest book, cameras etc.)
- Wear-in your wedding shoes at home

1 day before the big day

- Relax!
- Pamper yourself!
- Relax and have an early night

Wedding Day

- Eat!
- Hair & make-up
- Check wedding dress/suits (pressing/steaming)
- Have family member check ceremony / reception for left behind items
- Breathe! Enjoy your day

Notes



Weddings

BY CLAYTON HOTELS

Part of the
Dalata Hotel Group