



# Christenings

## **Congratulations on the recent arrival of your new baby**

Linden House is a very relaxing as well as private place to hold your child's christening celebration. We are also ideally located and easy to find with plenty of free car parking.

Our christening package includes -

- *Exclusive use of a function room suitable in size and in a variety of table layouts*
- *Dedicated bar facilities*
- *Choice of menus to suit all requirements*
- *Background music or CD unit*
- *Colour coded serviettes and table ware*
- *Cake stand and knife*
- *High chairs if necessary*
  
- *Optional - balloons and own decorations. We can provide helium inflated balloons in a variety of colours at £4.50 per group of three ( choice of colours )*

\* The standard package preferred by many of our customers is –



*Assorted sandwiches comprising of  
Ham, Egg / Tuna Mayonnaise & Cheese  
Vegetarian Samosas  
Sausage rolls  
Savoury Egg  
Spicy Potato Wedges  
Crisps and nuts*

*Freshly brewed Tea / Coffee*

***Priced at £8.25 per person***

If you would prefer a more comprehensive menu arrangement, we ask you to refer to our buffet options in the menu selector

### Booking procedure

1. Many organisers contact us initially to enquire if Linden House is able to accommodate the christening celebrations, sometimes *before* the formal church service arrangements have been made.
2. We will acknowledge at the time if a room is available and it is usual for a booking form to be completed with a deposit of £75.00 to secure the booking. This can be done without visiting our business by using the web site booking form and a credit card payment by telephone.
3. During initial discussions, we would enquire of the following –
  - a. *The date and time of the church service.*
  - b. *The expected time of arrival of the guests.*
  - c. *The estimated number of guests attending to establish the most suitable function room available.*

- d. *Licensed Bar - drinks can be offered to the guests on arrival ie glass of wine or credit / cash bar ( please enquire for details ).*
- e. *A price tariff will be discussed with the organiser for both the food and drink. Please note there are **No** room hire charges.*
- f. *Any specific preferences regarding any of the arrangements.*

- 4. After the initial discussions, a letter of confirmation will be sent or e mailed to the organiser accompanied by a schedule highlighting those details discussed.

Organisers are asked to study the schedule carefully and advise Linden House of any queries or amendments.

- 5. The organiser will be asked to confirm actual final numbers approximately five days prior to the date of the christening celebrations. This will be the number used to prepare the invoice.
- 6. Payment will be required one week in advance.

( Provisional booking - If you are unsure and want more time to think about making a firm booking, we are able to reserve the room PROVISIONALLY for ONE week, subject to confirmation. If we have not heard from you after one week, the room will be made available to other customers ).

- 7. We would respectfully draw your attention to our Terms and Conditions regarding bookings located on the **Contact Page**.

For further information contact :-

Linden House, Conference & Function Suites  
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