

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.