



## **FUNERAL RECEPTIONS**

### **AT PEMBROKE LODGE IN RICHMOND PARK**

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**FUNERAL RECEPTION - ROOM HIRE FEES**  
**MONDAY – THURSDAY ONLY**

£350.00 for the Russell Suite for up to 4 hours  
(Monday-Thursday only)  
an additional hire fee of £87.50 per hour  
will be charged for a longer period

£500.00 for the Belvedere for up to 4 hours  
(Monday – Thursday only)  
an additional hire fee will of £125.00 per hour  
will be charged for a longer period

**LOCATION**

The Lodge has eleven acres of beautifully landscaped grounds and is situated at the highest point in Richmond Royal Park which provides 2500 acres of classic English countryside.

**THE BUILDING**

A beautiful listed Georgian Mansion with bright, spacious rooms and fabulous views to the West.

**THE FACILITIES**

Public car park adjacent to the grounds  
Excellent food and service

**OUR SERVICE**

Our team is highly experienced and will be available to assist you throughout.

## **DRINKS ON ARRIVAL (IF REQUIRED)**

### **Sparkling Wine:**

- 1 Glass per guest: £5.90 p.p.
- 2 glasses per guest: £11.50 p.p.

### **Champagne:**

- 1 glass per guest: £8.60 p.p.
- 2 glasses per guest: £17.00 p.p.

### **Red and White Wine (125ml):**

- 1 glass per guest: £4.15 p.p.
- 2 glasses per guest: £8.00 p.p.

### **Soft Drinks**

£8.50 per jug of fruit juice (6 servings)

**Wine by the bottle (please ask to see the Wine List)**

## **BAR DRINKS**

Pembroke Lodge is fully licensed and our bar is stocked with a full range of bottled beers, wines and spirits including two draught lagers and one draught bitter in The Belvedere.

## **BAR OPERATION**

The bar can be operated in the following ways:

- Full credit bar (free to guests)
- Part credit (amount specified by you)
- Full pay bar (all guests pay)

**THE INVOICE FOR THE FOOD & DRINK ORDERED  
WILL BE DUE FOR PAYMENT AT THE END OF THE RECEPTION**

**Canapés @ £9.50 per guest (4 per person)**  
**(on arrival with Reception Drinks)**

**PLEASE CHOOSE A SELECTION OF 4 CANAPES ONLY**

**Fish**

Thai Fish Cakes with a Sweet Chilli Dip  
Smoked Salmon Blinis topped with Sour Cream and Dill  
Prawns on Toast with Marie-Rose Sauce with Paprika and Chive  
Salmon, Ginger and Spring Onion Won-Ton with a Sesame Soy Dip  
Asian Style Tuna Tartare in a Filo Cup with Coriander

**Meat**

Prosciutto and Goats Cheese on a Crostini with a Herb Infused Oil  
Mini Yorkshire Pudding with Rare Roast Beef and Horseradish  
Peking Duck Pancake with Cucumber Spring Onion & Hoi-Sin Sauce  
Tandoori Chicken Skewers with a Mint Yogurt Dip  
Mini Cumberland Sausages with Honey & Wholegrain Mustard Glaze

**Vegetarian**

Tartlet of Wild Mushroom Mousse, Quails Egg and Crème Fraiche  
Humous with Green Pepper on a Crouton  
Leek and Gruyere Tartlet  
Mini Bruschetta Topped with Char-grilled Vegetables and Mozzarella  
Sun-dried Tomato, Basil and Goats Cheese Filo Parcel

**Sweet Canapés @ £3.10 per guest**  
**(to accompany Reception Drinks)**

Strawberries Dipped in White and Dark Chocolate

**PLEASE CHOOSE ONE OPTION FOR ALL GUESTS**  
**(FROM OPTIONS A, B, C OR D)**

**Option A @ £17.40 p.p.**  
**(A selection of 4 different sandwiches)**

Cheese and Ham  
Cheese and Tomato  
Turkey and Cranberry  
Turkey and Salad  
Beef and Horseradish  
Ham and Salad  
Tuna, Sweetcorn and Mayonnaise  
Egg and Mayonnaise  
Egg and Tomato

Scones with Clotted Cream and Jam  
Chocolate Cake or Victoria Sponge  
Tea and Coffee

**Option B (seated buffet) @ £19.40 p.p. (Min. of 30 Guests)**

Mini Quiche Lorraine  
Chinese Vegetable Wraps  
Barbecue Chicken Drumsticks  
Mini Sausage Baguettes

**accompanied by:**  
Mixed Leaf Salad  
Warm Potato and Spring Onion Salad  
Feta and Black Olive Couscous Salad

Tea and Coffee

**Option C – (seated buffet) @ £19.90 p.p. (Min. of 30 Guests)**

Jamaican Jerk Chicken Kebabs  
Piri Piri Prawn Kebabs  
Haloumi and Vegetable Kebabs  
Roasted Vegetable and Pesto Wraps

**accompanied by:**

Mixed Leaf Salad  
Spicy Potato Wedges  
Warm Potato and Spring Onion Salad

Tea and Coffee

**Option D – (seated buffet) @ £24.90 p.p. (Min. of 50 Guests)**

Poached Salmon and Parmesan Quiche  
Selection of Cold Roast Meats  
Classic Coronation Chicken  
Roasted Peppers stuffed with a Rocket Salad and Herb Couscous  
New Potatoes with Sour Cream and Chives  
Mixed Leaf Salad with a Selection of Dressings  
Fresh Bread Rolls with Butter

Sticky Toffee Pudding

Tea and Coffee

**Cheese for a minimum of 30 Guests**  
**(to accompany one of the above options)**

Cheeseboards are served with a selection of Bread, Crackers , Grapes, Apples, Celery and Pickle/Chutney

Blue Stilton, Mature Cheddar and Brie  
£12.80 per guest

**Guest Numbers for the Rooms**

Bertrand Russell Room : 20 - 30 Guests

Lord John Russell Room : 40 – 60 Guests

The Belvedere : **Minimum of 70** – 110 Guests (seated buffet)

The Belvedere : up to 180 Guests (finger buffet)

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| Date of Funeral :  |
| Name of Deceased:  |
| Name of Host:  |
| Address of Host:   |
| Contact Telephone No:  |
| Approximate Time of Arrival:   |
| Approximate Time of Departure:   |
| Number of Guests:  |
| Gateman Required (after Park has closed)   |
| Room Hire Paid :<br>£350.00 Russell Suite <b>or</b> £500.00 Belvedere for up to 4 hours.<br>Additional hire fee for a longer period: |
| Bar Services Required:   |
| Speeches (use of microphone)   |
| Background Music:  |
| Room Layout:   |
| Date:  |