



Cultural Weddings at The Coal Exchange Cardiff.

The Coal Exchange Hotel has one of the largest event spaces in Cardiff with a wealth of experience in delivering outstanding and stylish cultural weddings to suit a range of tastes & Budget.

All outside catering companies must provide relevant documentation - upon booking and contracts received.

- **Public liability**
- **HACCP documentation**
- **food hygiene**

Caterers must leave kitchen and space as found – the client will be charged.

All waste must be taken off site.

A deposit of £500 will be taken to ensure the room is left tidy and clean at the end of the event.

	Monday to Thursday	Friday, Saturday	Sunday
Room Hire 8 hours	£4,500	£7,500	£7,500
Kitchen Space from 11am	£500	£500	£500
Included	Tables, chairs, tablecloths, and napkins	Tables, chairs, tablecloths, and napkins	Tables, chairs, tablecloths, and napkins
Additional hire	£100 per hour	£100 per hour	£100 per hour
Additional Extra's			
Cutlery and Crockery	£2 per setting		
Staff	£14 per hour – minimum of 5 hours.		
Table centres	£5 per table.		
Additional linen	£5 per item.		

Bar – If you wish for the bar to be open, a minimum spend is required – **we do not allow corkage at the venue.**

Bedrooms – a block of 25 bedrooms will be required at the time of booking.

Turn around – Should you wish to turn around the room from day to night, staff charges will apply.

Payments:

An initial deposit of £1,000 is required to secure a date.

We require final numbers and final payment 4 weeks before your wedding date.