

♥
WEDDINGS



THOMAS PRIOR HALL
BALLSBRIDGE

FOR ENQUIRIES



W thomaspriorhall.com ♥ E cb.ballsbridge@claytonhotels.com ♥ T +353 1 668 1111



A WARM WELCOME



TO A UNIQUE VENUE

Thomas Prior Hall is a listed Victorian building which combines opulence with modern sophistication.

With a wealth of stunning scenery throughout the property, this unique venue provides the perfect backdrop for any ceremony, celebration and wedding shoot.

The unique ballroom is a magical church-like venue with arched windows, spectacular vaulted ceilings, stunning chandeliers and a choir balcony making it the ultimate romantic venue which is sure to impress your guests.

Thomas Prior Hall also offers a private entrance, bar and kitchen allowing the team to give a focused service for every couple.

One of the most beautiful wedding venues in Dublin the team at Thomas Prior Hall will endeavour to give you a magical day.

WEDDING CAPACITY

- Intimate weddings of up to 40 guests in the contemporary surrounds of our 1880.
- Large weddings ranging from 170 guests in our elegant Thomas Prior Hall.

WEDDING BANQUET

Our Head Chef takes pleasure in preparing for you a wedding banquet with a variety of delicious and memorable choices. Combine this with impeccable presentation and courteous service you can expect a wedding banquet that delights you and your guests.

CIVIL CEREMONIES

Recognised for civil ceremonies Thomas Prior Hall is the perfect location for civil ceremonies and partnerships.



PRE & POST WEDDING EVENTS

We cater for all numbers if you want to start the party early or continue to the next day. Clayton Hotel Ballsbridge and Thomas Prior Hall offer a selection of venues on-site from the courtyard, the lawn, the 1880 and much more.

WEDDING SUITE & GUEST ACCOMMODATION

The theme of luxury also extends to our bedroom accommodation. We offer couples our Wedding suite complimentary as part of our wedding package. Special accommodation rates which include a full Irish breakfast are available to guests attending your wedding. Our wedding package also includes two complimentary room upgrades.

ALL YOUR NEEDS...

Our experienced, dedicated wedding coordinator is there to help you plan your wedding and will be delighted to discuss your requirements and show you our facilities. Their guidance and expertise will ensure that you enjoy your special day every step of the way, with your arrangements carried out with the individual attention and personal service that Thomas Prior Hall is famous for.

PERFECT MOMENTS

CEREMONIES & CIVIL WEDDINGS

For couples looking for an alternative venue to host their ceremony as well as their reception, Thomas Prior Hall is the perfect venue for civil ceremonies and civil partnerships.

We are a recognised civil ceremony location and hotel. We can offer an intimate suite in our 1880 room for civil ceremonies and partnerships. For larger groups the church like Thomas Prior Hall provides the perfect backdrop to your ceremony.



For further information please contact civil registration office;

Civil Registration Service,
Joyce House
8-11 Lombard St E,
Dublin 2

T +353 1 853 8200

For couples who choose not to include a religious service in their wedding celebrations, a Humanist ceremony is an ideal option.

For further information on Humanist Celebrants, please contact:

E admin@humanism.ie
T +353 86 088 7744



1880 & INTIMATE CELEBRATIONS

1880 provides the perfect backdrop for a more intimate wedding. Bask in this elegant light-filled room with glass-lined walls and rich furnishings. Adjacent to 1880 you will find an outdoor terrace - ideal for a summer drinks reception.

FRESH AIR MOMENTS

Weddings at Thomas Prior offers the unique ability to enjoy some fresh air on your wedding day. Unlike other wedding venues in Dublin City, Thomas Prior Hall offers the use of our beautiful lawn. Which is perfect for summer ceremonies or relaxed drinks receptions.



ACCOMMODATION



Clayton Hotel Ballsbridge boasts over 335 bedrooms including luxurious executive, superior and deluxe rooms along with exclusive suites.

Our beautifully designed Wedding Suite is the perfect place to spend your first morning of married life together. Besides the wedding suite, you will find an exclusive and separate wing for the wedding party, close friends or intimate family members. Away from the hustle and bustle, this ensures that you can relax and prepare for your big day in peace.

Couples will receive a complimentary overnight stay in the wedding suite on the night of your wedding followed by a champagne breakfast the following morning delivered straight to your room.

We also offer your guest's special accommodation rates.*

*T&Cs apply



NEXT DAY CELEBRATIONS

Continue the party on to the next day and spend some quality time with family and friends.

Clayton Hotel Ballsbridge can offer areas such as the Grandstand Bar and Restaurant, 1880, our lawn or Courtyard area. All perfect for that post-wedding day celebration.

SAMPLE BBQ MENU

FROM THE GRILL

- 8oz 100% Irish beef burger served with condiments
- Spiced chicken kebab
- Smoked leek & pork jumbo sausage
- Skewers of jumbo prawns with cherry tomatoes
- Corn on the cob

SIDES

- Chef's selection of individual mixed salads
- Greek salad with marinated feta
- Roasted potato salad with bacon & French dressing
- Hummus with a selection of flat bread & olive oil

DESSERTS

- Selection of Clayton desserts

THE COMPLETE THOMAS PRIOR HALL PACKAGE

Please enquire for up to date package pricing. The following package is based on a minimum of 100 guests.

- Welcome reception with prosecco, tea, coffee and homemade cookies for all of your guests
- 5 course dinner menus with a choice of main course
- Half bottle of specially selected house wine per person
- Evening food of sandwiches, cocktail sausages and tea or coffee
- White washed Chiavari chairs with ivory seat pads
- Damask linen tablecloths and napkins
- Candelabras with mirrored bases
- Integrated PA System
- Personalised menus and table plans
- Late Bar Extension

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
- Red carpet arrival with a glass of champagne for the couple
- Complimentary room hire of Thomas Prior Hall (minimum numbers of 100)
- 2x Microphones and an inbuilt speaker for your speeches
- Choice of cake stand & knife
- Luxurious surroundings and gardens for perfect pictures of your special day
- No service charges
- Complimentary accommodation in our newly renovated Wedding Suite with champagne breakfast
- Special accommodation rates for your guests for up to 20 rooms on your wedding night



CELEBRATORY MOMENTS

Here at Thomas Prior Hall, we want to make sure that all our couples are happy with their wedding day menu.

Our Head Chef has carefully designed a menu based on seasonality and locally sourced produce.

Couples are given a complimentary menu tasting where they will meet with the Head Chef to help choose their wedding day menu.



SAMPLE WEDDING MENU

Speak with our wedding coordinator today to view our sample menus.

cb.ballsbridge@claytonhotels.com



WEDDING CHECKLIST



GETTING STARTED

- Tell relatives and friends you're engaged ☐
- Open a wedding bank account ☐
- Select brides maids, best man and ushers ☐
- Compose a guest list ☐



12 - 6 MONTHS BEFORE THE BIG DAY

- Visit the priest or minister and set the date ☐
- Book your reception venue. Contact our wedding coordinator for available dates ☐
- Determine a budget ☐
- 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 – don't forget to book the time off from work ☐
- Order dresses for bridesmaids ☐
- Organise wedding insurance ☐



5 MONTHS BEFORE THE BIG DAY

- Confirm arrangements with your priest or celebrant and discuss the service, readings and music with him/her if you are having a religious ceremony ☐
- 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 coordinator about special rates for your guests ☐
- Go over details of reception with wedding coordinator ☐



2 MONTHS BEFORE THE BIG DAY

- Inform priest or 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! ☐
- Have honeymoon luggage sent to Clayton Hotel Ballsbridge ☐
- 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 item ☐
- Breathe! Enjoy your day ☐

NOTES



WEDDINGS



THOMAS PRIOR HALL
BALLSBRIDGE

At Thomas Prior Hall, we believe your wedding day should be designed with the same care and attention that goes into the beautiful bridal dress or tailored groom's suit. Customised specifically to your personality and wishes.

The management and staff of Thomas Prior Hall would like to congratulate you on your recent engagement and thank you for enquiring about holding your Wedding Day with us.

Exuding elegance and charm, Thomas Prior Hall is a venue like no other. Located in the heart of Ballsbridge Dublin 4, this unique venue is nestled neatly on beautifully landscaped gardens with an iconic white-water fountain.

We would be delighted to discuss your requirements in more detail. Please contact our wedding co-ordinator to arrange an appointment.

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WHERE
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MOMENT
MATTERS