

# Your big day with the Station Hotel

The Station Hotel has maintained its heritage of defining quality and value for money since 1898. The Station's legendary service staff will anticipate your every need and accommodate your every wish, striking the perfect balance between our storied past and limitless future.

Hold your wedding reception at the Station Hotel and you're guaranteed the most perfect wedding imaginable. You have the choice of reception rooms and styles, select from the extravagant Ballroom for timeless magnificence to more informal dining in our period restaurant or bar.

Organising the biggest day of your life is no small matter for the Station Hotel and our staff. We can make sure everything runs like clockwork from the moment you step onto the red carpet. It is no wonder that generations of families return to the Station Hotel to celebrate their most special moments.

Our experienced and professional staff will guide you through the many necessary preparations and help with your wedding cake, flowers, place cards, and printed menus. Our packages include everything under one roof and include your wedding night here at the Station Hotel with superior facilities. Take pleasure in a premium breakfast which is certainly the perfect end to the perfect day.



This wedding package has been designed and geared towards your needs with special attention to planning and preparations for your own special day. We place emphasis on designing a wedding package which is particular to your requirements. As a team of professionals we are dedicated to ensuring that your special day comes second to none.

We want you to remember your wedding for all the right reasons, we work intimately to help you release all of your wedding day dreams and desires. We attend to every detail as if this is the most important wedding ever held. Because it is, it's yours!

**The Station Hotel are proud supporters of local, approved, reputable businesses...**

For DJ and Discos...  
Call Andy  
Onzlo's Roadshow  
07970141950

For decorations, wedding cakes, and stationary...  
Call Maxine  
Cloud Nine Balloon Design  
01384 637909

For flowers...  
Flowers by Jayne  
07737600541



Station Hotel  
Castle Hill  
Dudley  
West Midlands  
DY1 4RA

**01384 253418**

[sales@stationhoteldudley.co.uk](mailto:sales@stationhoteldudley.co.uk)



Like us on Facebook  
Station Hotel Dudley



Follow us on Twitter  
[@StationDudley](https://twitter.com/StationDudley)

# Preference Packages...

Complete wedding receptions from £495

## Sunday – Thursday evenings only

Evening Wedding Buffet served in Trindles Restaurant,  
add extra guests for £ 6.95pp

Free room hire

Free entertainment 7pm – 11pm

Free on-site wedding coordinator

Free wedding cake stand & knife hire

Free red carpet reception

Guests may qualify for up to 50% discount on  
accommodation\*

Evening buffet for 60 guests

*Assorted Sandwiches, Sausage Rolls, Cheese and  
Tomato Pizza Slices, Seasoned Potato Wedges,  
Crisps and Nuts.*

**£495**

Please note that table cloths are not included, they are optional and we can offer hire at £1.50 per cloth. Only White or Ivory Napkins are included, any other colour is priced at 15 pence per napkin. This package can only be offered until 30th November 2016

\*only certain bedrooms qualify for these discounts, rooms 101, 102, 103, 104, 105, and 106 on a room only basis. No breakfast is included. These rooms are only subject to availability.

Only above buffet items are included. Additional items are priced extra.

This package purpose build will cost £1082.00

**Saving £587.00!**

This package can only be offered between 1st September 2014 – 30th November 2018

## Any Day

Wedding Breakfast Served in Trindles Restaurant &  
Drinks Package for 40 guests, add extra guests for  
£20.95pp

Free room hire

Bucks fizz on arrival

Red carpet reception

Two course carvery for 40 guests

White or cream napkins

Services of a designated resident wedding  
coordinator

~OR~

Evening wedding reception buffet with resident  
disco in Trindles restaurant for 80 guests, add an  
extra guest for £5.95

Free room hire

Evening disco 7pm – 11.30pm

Select three items from our buffet menu

White or cream Napkins

Services of a designated resident wedding  
coordinator

**£777**

Please note that table cloths are not included, they are optional and we can offer hire at £1.50 per cloth. Only White or Ivory Napkins are included, any other colour is priced at 15 pence per napkin. This package can only be offered between 1st January 2014 – 30th November 2018

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# All Day Packages...

## 'Something Old'...

40 guests for Day & 70 guests for Evening  
Add extra day guest for £ 12.95, Evening guests for extra £8.95

- Red carpet reception
- Old English Afternoon Tea on arrival with selection of sandwiches cakes, fruit scones with strawberry jam and clotted cream
- Unlimited Tea and Coffee for two hours
- A glass of sparkling wine served during tea
- Hire of the reception room all day
- Hire of wedding cake stand and knife
- Table Linen, napkins all included
- Service of a dedicated resident wedding coordinator
- Six items from the evening buffet menu
- Upgrade to Two course carvery during the day for £5.00 per person supplement
- Upgrade to Three course carvery during the day for £6.00 per person supplement
- Special rates on dining the night before the big day
- Specially reduced accommodation rates for all of your wedding guests staying in hotel

2016 - £1995 2017 - £2095 2018 - £2195

Our Wedding Present to you...

- Evening Entertainment in Ballroom with resident DJ.
- Overnight accommodation for the bride and groom
- Complimentary breakfast for all your guests who stay overnight.

## 'Something New'...

40 guests for Day & 70 guests for Evening  
Add extra day guest for £ 15.95, Evening guests for extra £7.95

- Red carpet welcome
- Table linen and napkins
- Use of cake stand and knife
- Special rates on accommodation for your guests
- A Hot Gala Buffet Banquet for your day guests
- A feast of Hot Roast Pork Baps, Apple Sauce, Stuffing, Meaty Gravy and Chunky Potato Wedges for your evening guests.
- Hire of the reception room all day
- Services of a dedicated wedding coordinator
- Member of the management team to act as Master of Ceremony
- Upgrade to Two course carvery during the day for £2.00 per person supplement
- Upgrade to Three course carvery during the day for £3.00 per person supplement
- Special rates on dining the night before the big day
- Specially reduced accommodation rates for all of your wedding guests staying in hotel

2016 - £2195 2017 - £2295 2018 - £2395

Our Wedding Present to you...

- Overnight accommodation for bride and groom
- Free hot English buffet breakfasts, for you and ALL of your overnight guests
- Luxury Candy or Cupcake Cart for 70 guests
- Evening entertainment with our resident DJ

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# All Day Packages Continued...

## 'Something Borrowed'...

40 guests for Day & 70 guests for Evening  
Add extra day guest for £ 24.95, Evening guests for extra  
£8.95

- Red carpet reception
- Three course set meal served from our menu selector
- Member of the management team to act as Master of Ceremony
- Complementary hire of silver wedding cake stand and knife
- Floral arrangements for the top table to match your colour scheme
- Two thank you bouquets
- Hire of the reception room all day
- Table Linen & Napkins
- Service of a dedicated resident wedding coordinator
- Six items from the evening buffet menu
- Six helium balloon centre pieces to match colour scheme
- Ten decorative table runners
- Decorative table crystals & shimmer
- Chair Covers with coloured sash to match your colour scheme for the day
- Special rates on dining the night before the big day
- Specially reduced accommodation rates for all of your wedding guests staying in hotel

**2016 - £2695 2017 - £2795 2018 - £2895**

Our Wedding Present to you...

- Evening Entertainment in Ballroom with resident DJ.
- Premium wedding night accommodation for the bride and groom
- Complimentary breakfast for all of your overnight guests.

## 'Something Blue'...

40 guests for Day & 70 guests for Evening  
Add extra day guest for £35.95, Evening guests for extra  
£8.95

- Red carpet reception with Canapés served on arrival, with Bucks Fizz
- Four course Silver Service set meal served from our menu selector
- House red or white wine served during the meal
- Sparkling wine to be served for the toast
- Member of the management team to act as Master of Ceremony
- Complementary hire of wedding cake stand and knife
- Ten Decorative table runners
- Decorative table crystals and shimmer on each table
- Six helium balloon clusters to match your theme
- Exploder balloon
- 40 x Chair covers with coloured sash to match your theme for the day
- Twinkling back drop for behind top table
- Twinkling table skirts for top table, cake table and buffet table.
- Top table floral arrangement
- Two 'Thank You' bouquets
- Hire of the reception room all day
- Six items from the evening buffet menu
- Service of a dedicated resident wedding coordinator
- Special rates on dining the night before the big day
- Specially reduced accommodation rates for all of your wedding guests staying in hotel

**2016 - £3795 2017 - £3895 2018 - £3995**

Our Wedding Present to you...

- Evening Entertainment in Ballroom with resident DJ.
- Premium wedding night accommodation for the bride and groom.
- Complimentary breakfasts for you, and ALL overnight guests
- Luxury candy or Cupcake Cart for 70 guests

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## Something Different?

### Afternoon Teas

Unlimited Tea and Coffee for 90 minutes  
 Selection of Finger Sandwiches  
 Mini individual Desserts & Cakes  
 Fruit Scones  
 Strawberry Jam  
 Clotted Cream

### Hot Meat Sandwiches

Selection of Baps, Baguettes and Sliced Bread  
 Pulled Pork  
 Apple Sauce  
 Seasoned Stuffing  
 Meaty Gravy  
 Garlic and Rosemary Potato Wedges

2016 - £10.95 pp 2017 - £11.95pp 2018 - £12.95pp

2016 - £7.95 pp 2017 - £8.95pp 2018 - £9.95pp

## Hot Gala Buffet

*Choose three main homemade dishes*

Beef Casserole  
 Chicken Balti  
 Sweet and Sour Pork  
 Vegetable Lasagna (v)  
 Chicken Chasseur  
 Carved hot Turkey and Pork

Beef Stroganoff  
 Chicken Korma  
 Pulled Pork  
 Beef Lasagna  
 Chicken in White Wine Sauce  
 Ocean Pie

Beef Goulash  
 Chicken Tikka Masala  
 Chilli-Con-Carnie  
 Cheddar and Potato Pie (v)  
 Coq au Vin  
 Vegetable Moussaka (v)

*Add four side dishes*

Garlic Bread Slices  
 Mixed Salad  
 Potato Salad  
 Seasonal Vegetables  
 Grated Cheese  
 Coronation Chicken

Savory Vegetable Rice  
 Lightly Salted Chips  
 Coleslaw  
 Cold Meat Platter  
 Assorted Bread Rolls  
 Mediterranean Vegetables

Jacket Potatoes  
 Garlic and Rosemary Potato Wedges  
 Pasta Salad  
 Tuna Niçoise Salad  
 Wholegrain Mashed Potatoes  
 Minted New Potatoes

2016 - £15.95 pp 2017 - £16.95pp 2018 - £17.95pp



# Your Wedding Breakfast

Please choose one from each course.

## Starters

- Homemade Leek and Potato Soup (V)
- Homemade French Onion Soup
- Moroccan Stuffed Peppers (V)
- Rose of Honeydew Melon filled with Forest Fruits, Finished with a Strawberry and Apple Coulis (V)
- Creamy Garlic and Herb Mushrooms, served with Chunky Bread and Fresh Salad (V)
- Watermelon and Feta Salad with Balsamic Dressing and Fresh Mint (V)
- Mozzarella, Tomato and Basil Bruschetta, topped with Rocket and Balsamic Vinegar (V)
- Chicken Liver Pâté on Crisp Leaves with Red Onion Chutney with Toasted Bread
- Crab Fishcakes, with Spring Onion and Radish Salad with a Lemon Mayonnaise
- Black Country Bacon & Black Pudding Salad
- Prawn Cocktail with Rustic Bread served with a Marie Rose Sauce
- Red Onion and Gruyere Tartlet (V)

## Main Course

- Roast Beef with Yorkshire pudding drizzled in a rich Bordelaise Sauce
- Slow cooked Steak in English Ale Pie
- Lamb Shank with Minted Gravy (£1.50 pp supplement)
- Roast Pork with seasoned stuffing with Apple and Cider Gravy.
- Honey Roast Gammon napped with Creamy Parsley Sauce
- Roast Turkey with Seasoning, Bacon Rolls and Rich Roast Gravy
- Chicken with Mushrooms and Shallots in a Chasseur Sauce
- Baked Salmon on a bed of Pesto Mash with a Creamy Citrus and Parsley Sauce
- Vegetable Wellington (V)
- Spinach, Champagne and Mushroom Risotto (V)
- Caramelised Onion, Stilton and Spinach Tartlet (V)

*All served with seasonal vegetables, new and roast potatoes*

## Desserts

- Homemade Fruit Crumble served with Custard
- Warm Apple Pie drowned in Custard
- Traditional Spotted Dick with Custard
- Rich Chocolate Fudge Cake with Berries, Cherries & Cream
- Warm Chocolate Brownie with Ice Cream
- Chocolate Orange Ice Cream Bomb
- Choice of Cheesecake with Cream
- Red Velvet Layered Cake with Cream Cheese Frosting
- Black Forest Gateau with Cream
- Carrot Cake served with Cream (GF)
- Lemon Tart with Cream
- Profiteroles, served with Chocolate Sauce

## Add a Cheese Course

A selection of English & Continental Cheeses Served with crackers, biscuits, celery and chutney.

**£3.95 per person**

Allergen information on all our dishes are available on request

Two courses	£18.95pp	Add a Cheese course	£3.95pp	Glass Sparkling Wine	£3.00pp
Three courses	£22.95pp	Glass Bucks Fizz	£3.00pp	Glass Champagne	£5.00pp
Add Tea, Coffee and Mints	£1.75pp	Glass House wine	£3.00pp	Chair Covers	£3.50pp
Balloon Cluster	£7.50	Exploder Balloon	£85.00	Balloon Arch	£65.00
Table runner	£2.50	Top table flowers	£25.00	Thank you bouquets	£25.00
Add Canapés	£1.95pp	Candy Cart	£195.00	Round table hire	£10.00
Shimmer and Crystals	£35.00				
Twinkling table skirts for top table, cake table and gift tables			£300.00		

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## Drinks Packages

We also offer a non-alcoholic alternative for children

### Silver Drinks Package £5.95pp

Bucks Fizz on Arrival  
Sparkling Wine for Toast  
Freshly Brewed Tea, Coffee and Mints after the meal

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### Golden Drinks Package £7.95pp

Bucks Fizz or Sparkling Wine on Arrival  
Glass of Red or White House Wine with your meal  
Sparkling Wine for Toast  
Freshly Brewed Tea and Coffee after the meal

\*\*\*

### Diamond Drinks Package £9.95pp

Bucks Fizz on Arrival or Sparkling Wine on Arrival  
Two Glasses of House Red, White or Rosé with your meal  
Sparkling Wine for the Toast  
Freshly Brewed Tea, Coffee and Mints after the meal

## Wine by the bottle

House Red	£11.95
House White	£11.95
House Rose	£11.95
House Riesling	£12.95
Sparkling Wine	£15.95
Champagne	£35.00

## Children's Menu

It is important that your little guests enjoy the day as much as everyone else. This menu is available for all children aged 2-12 years. Please choose one from each course.

**£12.95 per child**

Tomato Soup (V)  
Cheesy Garlic Bread (V)  
Chicken Dippers with Ketchup  
Orange Juice  
\*\*\*

Sausage, Chips and Beans  
Bangers and Mash with Peas  
Beef Burger and Chips with Salad  
Chicken Nuggets, Chips and Beans  
Meatballs and Spaghetti in a Tomato Sauce  
Fish Fingers, Chips and Peas  
Tomato and Basil Pasta (v)  
Cheese and Tomato Pizza with Chips (v)  
Macaroni Cheese with Garlic Bread (V)  
\*\*\*

Ice Cream  
Fruit Salad  
Banana and Custard  
Chocolate or Strawberry Milk Shake  
Smiley Face Pancake

## Accommodation

All of your guests are entitled to specially reduced rates on our rooms.

As a special thank you from us we would like to offer each overnight guest a complimentary 'All you can eat' breakfast the following morning

**Rooms from £37.00**  
**Call 01384 253418**





## Your Evening Reception

Celebrate your evening Wedding Reception with us from only £5.95 per person

### Your Evening Buffet

Assorted Sandwiches	Garlic and Rosemary Potato Wedges (V)	Sliced Bread Rolls (V)
Spicy Chicken Wings	Breaded Mushrooms (V)	Selection of Indian Savories
Sausage Rolls	Vegetable Spring Rolls (V)	Duck Spring Rolls
Pepperoni Pizza Slices	Cheese and Tomato Pizza Slices (V)	Ham and Pineapple Pizza Slices
Meat Feast Pizza Slices	Selection of Quiche	Individual Mini Pork Pies
Tortilla Chips and mixed nuts with dip selection	Chicken Fillet Goujons	Cheese and Onion Lattice Fingers (V)
Selection filled of Vol-Au-Vents	Garlic Bread Slices (V)	Cheese and Pineapple on sticks
Assorted Canapés	Mini Sausage on sticks	Potato Skins Topped with Cheese & Bacon
Potato Skins Topped with Cheese & Chive (V)	Potato Skins Topped with Cheese & Salsa (V)	Potato Skins Topped with Cheese & Barbeque (V)

### Buffet Desserts

Selection of Mini Individual Desserts & Cakes	English Scones with Jam and Cream	Selection of whole gateaus and cakes
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Allergen information on all our dishes are available on request

Any Three items	£5.95 per person
Any Six Items	£8.95 per person
Any Nine Items	£11.95 per person
Any Twelve Items	£14.95 per person
Any Fifteen Items	£17.95 per person

Include our fabulous resident DJ from  
£250.00

\*\*\*

Include a late bar from £65.00

*Maybe subject to a room hire fee*



# Terms and Conditions of Business

## 1. Payment policy

1.1 A non-refundable deposit of £250.00 is payable to secure any booking. A subsequent deposit of £250.00 is required six weeks later. A provisional booking will be held for 48 hours pending payment. Should another enquiry be received after this time scale, your booking will be automatically released.

1.2 If in the event a 'low cost deposit' is negotiated at the time of booking, you should make regular payments within the first three months and should have paid at least £500.00 within this three month period.

1.3 A payment of 50% towards your total balance will be due three months before. The remaining balance is due four weeks before the function. The Station Hotel reserves the right to add a 10% charge to the amount outstanding as a late payment fee. This will be automatically added to your balance to cover the cost of administering the credit. If full payment is not received before the function this may result in the function not going ahead and no reimbursements will be given.

1.4 Whilst every effort will be made to hold the prices as stated in this brochure, the hotel reserves the right to increase the prices should there be a significant increase in the rate of VAT, goods or services purchased by the hotel. No price increases will occur later than three months prior to the function.

1.5 Credit card payments will incur a surcharge of 2%. Cheques may not be used to cover final payments within six weeks prior to the function.

## 2. Insurance

2.1 You are asked to consider an insurance policy to indemnify yourself against financial loss in the unfortunate event of cancellation. Most banks/building societies offer this type of insurance.

## 3. Numbers

3.1 The ballroom can be booked for your function if there are a minimum of 40 adults attending. The ballroom can be booked for less people but you may still be charged for 40 adults.

3.2 For evening only functions a minimum of £250.00 room hire will be added to your balance. The price of room hire may reduce dependent on numbers and catering options.

3.3 A minimum of 90% of your guests must be catered for. The maximum seated capacity is 180 and 250 for theatre style or standing room only.

3.4 Your final numbers or items originally quoted for cannot decrease within the four weeks before the function. We must be notified of the final numbers four weeks before hand. If numbers do decrease or items removed from the original quote occur during this four week period the hotel reserves the right to charge at the original quote to cover any losses.

## 4. Amendments

4.1 The respective person must be notified immediately if any alterations or further requests are necessary. Amendments are required in writing or email addressed to your point of contact which you were given at the time of your initial consultation.

## 5. Third party companies

5.1 Whilst making arrangements for your special day you may require the services of certain third party companies for services that we do not offer at the Station Hotel. All such companies shall be required to submit a copy of their Public Liability Insurance certificates and a relevant PAT testing report if necessary to support any such electrical equipment

5.2 All equipment, materials and items provided by outside companies must be removed from our premises at the end of your function. If in the event that any items have been left overnight charges may apply. All materials and equipment used by third party companies must be approved by your wedding coordinator. Companies may contact us directly to make any additional arrangements.

## 6. Care of goods

6.1 All goods can be taken care of by the hotel on the evening of the wedding. Whilst absolute professional care is taken of all such goods, we regret the hotel cannot be held responsible for loss or damage to any items. Some wedding cakes in particular demand specialist care and therefore you will be responsible for overseeing this construction and that due care is carried out.

## 7. Cancellation policy

7.1 In the unfortunate event of cancellation, all deposits received to date are non-refundable. Between eight months and three months prior, you will be subject to a 50% charge of the total balance. Between three months and one month prior you will be responsible and accountable for 75% of the total balance, and within one calendar month prior to the function you are responsible and accountable for 100% of the total balance. We reserve the right to pass outstanding debt onto a management company to recover funds if deemed necessary.

## 8. Security

8.1 Security deposits maybe added to your balance to cover the costs of any likelihood of damage caused to the premises. The duty manager reserves the right to withhold the deposit pending investigation from the General Manager of the hotel. The General Manager's decision is final. The deposit will be returned to you providing no damage has occurred, reimbursement may take up to 14 days in some cases. Security hired by yourself of any third party you appoint must hold a valid SIA badge.

8.2 You are invited to hire your own security to protect your guests. Please advise your point of contact if this is the case

## 9. Entertainment

9.1 The hotel offers its guests the benefit of a resident DJ that has independent public liability insurance. If you provide your own entertainment you are liable for a £65.00 fee towards the hotels entertainments license and your entertainer must provide the hotel with their companies Certificate of Insurance and PAT testing report of all electrical goods. Failure to comply will result in the entertainer being refused by management of the hotel to play to your guests.

## 10. Times

10.1 You should note that times stipulated in your letter of final arrangements are only a guideline. We cannot guarantee, however we will endeavor to try and keep to your itinerary

## 11. Additional Information

11.1 Management reserves the right to close the night early if in the event of disruption, drug abuse, verbal or physical abuse of our staff. No financial reimbursement will be given if this is the case. You are responsible to insure the safety of your own guests and insure that no violence or aggression is caused to anyone. Bar staff reserve the right to refuse sale of intoxicating liquor to anyone whom appears intoxicated or under age. Beverages bought elsewhere being consumed on our premises will be confiscated and returned the following morning with our compliments. Recidivist guests may be asked to leave the premises.

11.2 You are responsible for making necessary appointments no later than six weeks prior to the function with a Duty Manager to discuss your final arrangements. Please note Preference packages are not available after November 30<sup>th</sup> 2017.

## 12. Social Media

12.1 The hotel actively uses Facebook and Twitter. It is highly likely that photographs of your decorations, yourselves and guests will be published using our social media.

# Station Hotel - Booking Contract

## Please complete and return with your deposit

This contract is made between the Station Hotel LTD and

Partner 1 Name.....

Partner 2 Name.....

Address.....

.....

.....

.....

Post Code.....

Email Address.....

Best telephone number..... Alternative telephone number.....

I (Partner 1)..... confirm the booking of our function on  
(\*proposed date) .....(date) in the (venue).....

Name of package chosen.....Day numbers.....Evening numbers.....

Ceremony being held at.....Time of ceremony.....

Expected arrival time..... Colour scheme.....

Quotation total at time of first consultation £.....

Minimum spend agreed (if applicable) £.....

I have enclosed the agreed deposit of £.....

STAT NO (office use only).....

*We have received a copy and hereby agree to the Station Hotel's terms and conditions of business outlined in this brochure which we have both read, understand, and will adhere to. We understand that photographs of our wedding day maybe published on the Station Hotel's website and other forms of social media. We may pass your contact details onto third party companies whom may contact you regarding services relevant to your booking.*

Signed Partner 1..... On behalf of Station Hotel .....

Signed Partner 2..... Date booked .....

## Interim Deposit Authorisation

...../...../...../.....

Valid From ...../.....

Issue Number (if app) .....

Expiry Date...../.....

CVC (last 3 digits on reverse).....

Name on card.....

I authorize the Station Hotel LTD to debit the above card in line with the terms and conditions of business stipulated in this pack. I understand that a secondary deposit of £250.00 is required six weeks after the below date. 50% of the total balance is required no later than three months prior to the \*proposed date and 80% of the total balance is required no later than one month prior to the \*proposed date, and the full balance is required no later than two weeks prior to the \*proposed date.

It is the joint responsibility of the named partners 1 and 2 to ensure stipulated guidelines and dates are adhered to. In the event dates are exceeded the Station Hotel LTD holds the right to withdraw associated payments as set down in this contract.

Debts may be passed onto a debt management company.

Signed.....