

## Venue Hire Charge

\*The charge for a civil marriage ceremony, whether indoor or outdoor does not include the registrar's fees.

With exclusive use of Hemswell Court, the venue is yours from arrival on the day of your wedding, until breakfast the following morning.

To include the following -

- ❖ Our experienced front of house manager will act as your master of ceremonies, guiding you through every aspect of your wedding day along with the rest of our dedicated team.
- ❖ Tables and chairs
- ❖ Table linen - a navy blue under cloth with a white top cloth, complimented by white napkins.
- ❖ All place settings i.e. cutlery, crockery and glassware.
- ❖ To create an elegant centre to your tables we can provide silver candelabras with ivory tapered candles or tea lights sat upon glass mirrors.
- ❖ A selection of cake stands to include a traditional round or square silver stand, a two tier or three tier swan stand or a cup cake stand, with the use of our ceremonial silver cake knife.
- ❖ A variety of easels that can be used to display your seating plan.
- ❖ Table name/number stands with table numbers should you require them.
- ❖ Ceremonial red carpet (weather permitting)
- ❖ Set up of the ceremony room or bandstand in the garden for your civil ceremony.
- ❖ Free on-site car parking for your guests.

\*The following items are not covered in the hire charge but can be arranged for a small fee on your behalf -

- ❖ Chair covers at a cost of £4.75 per chair, to include a sash to compliment your colour scheme.
- ❖ Ivory post box at a cost of £45.00 to include bride and groom names and wedding date.