

# Civil Ceremony Information

## Cívil Ceremony Function Rooms...

The Garden Room Set up Civil Ceremony Style:



#### The Garden Room:

Our Garden Room is situated on the ground floor with doors that open out to your private patio area overlooking the beautiful lawns that lead to the lakes.

This room is licensed for a maximum of 100 people for the Ceremony.

### Room Hire: £275.00

Price includes chairs.

Chair covers and sash an additional cost.



# Civil Ceremony Information

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The Gallery Suite Set up Civil Ceremony Style:



### The Gallery Suite:

Is situated on the first floor and has doors that open out to a small balcony, which overlooks the gardens.

This room is licensed for a maximum of 80 people for the Ceremony.

#### Room Hire: £225.00

Price includes chairs.

Chair covers and sash an additional cost.



## Cívil Ceremony Information

### CIVIL CEREMONY ROOM HIRE

It is your responsibility to book the registrar. Enquiries can be made at Worcestershire County Council.

The registrar's fees are separate to our room hire charge.

If you are having a civil ceremony at the hotel, please confirm which function room you would like to book, the time your civil ceremony is booked for and for how many guests.

A member of the hotel team will greet the registrars on your wedding day and will be present in your chosen function room throughout your civil ceremony. The groom will be required to see the registrar for their pre-ceremony interview 30 minutes prior to your civil ceremony time and the bride 15 minutes prior. Punctuality is essential for this part of the day.

#### You will need to nominate a person to play your ceremony music.

We have a Bluetooth speaker that you may use.

We advise you to have at least 5 music tracks prior to your civil ceremony for guests to listen to. Bridal entrance music track.

Three music tracks for the signing of the registrar.

Exit music track.

All music should be discussed and agreed with the registrar prior to your civil ceremony.