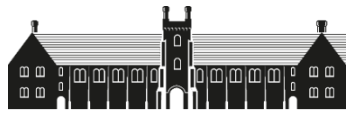




HATFIELD HOUSE HOSPITALITY

WEDDING PACKAGES AND PRICING



HATFIELD HOUSE HOSPITALITY

Welcome to Hatfield House and congratulations on your engagement. We are delighted that you are considering choosing the Old Palace or Riding School at Hatfield House for your wedding celebrations and we hope that the hospitality team here have the opportunity of welcoming you and your guests.

Whether you are looking for an intimate wedding or a large celebration, Hatfield House is the perfect setting for the wedding of your dreams. Our stunning venues are a sympathetic mix of tradition and history along with a classic contemporary feel.

The Old Palace, a historic venue being most famous for where Queen Elizabeth I held her first council of state, speaks for itself with its medieval brickwork and beautiful wall hangings. It is a unique and magical setting for any wedding couple wanting a perfect fairytale day. Guests can indulge in the romantic breath-taking knot garden for drinks and then be enchanted by the grandeur of the Palace, captivated by its beauty and atmosphere whilst dining like Kings and Queens.

The Riding School, set in the quaint courtyard is ideal for smaller and more intimate weddings. It has a blend of historical features that complement the modern architecture making this venue our contemporary space. The original wooden beams and its glass roof together with the beautiful leaded window provides the perfect backdrop for your wedding and photographs alike.

Maximum Capacities:

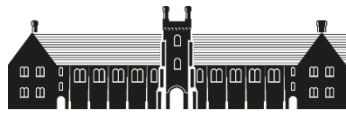
	Old Palace	Riding School
Wedding Ceremony & Wedding Breakfast	200	100
Wedding Breakfast (dining only)	270	100
Wedding Breakfast (dining and dancing)	240	100
Evening Reception	300	250

Both of our venues are licensed for civil ceremonies and marriages and have private bar facilities.

The Hospitality team at Hatfield House aim to make the planning of your wedding day as easy and enjoyable as possible. To enhance every Bride and Groom's big day we have wedding packages designed to allow flexibility and choice as well as creating peace of mind and memories that will last forever.

In the following pages you will find venue hire charges, wedding packages and additional booking information.





HATFIELD HOUSE HOSPITALITY

GOLD PACKAGE

Dedicated wedding co-ordinator
A glass of Italian sparkling wine on arrival
3 course wedding breakfast with coffee
½ Bottle of house wine
Jugs of iced water
A glass of Italian sparkling wine for the toast
Table stationery (Table plan, table names, menu cards and place cards)

£110.00 plus vat per person (2021)

£115.00 plus vat per person (2022)

£122.00 plus vat per person (2023)

PLATINUM PACKAGE

Dedicated wedding co-ordinator
Cocktail hour (2 drinks per person)
Selection of 4 canapes
3 course upgraded wedding breakfast with coffee and petit fours
½ Bottle of selected wine to match your menu
½ Bottle of mineral water per person
A glass of house Champagne for the toast
Table stationery (Table plan, table names, menu cards and place cards)

£165.00 plus vat per person (2021)

£175.00 plus vat per person (2022)

£185.00 plus vat per person (2023)

Venue hire applicable to package and includes the following:

Long banqueting tables or round tables in Riding School
White table linen and napkins
Service staff
Cash and card bar
Silver cake stand and knife
Easel for your table plan and table number stands
PA system to play background music
Handheld microphone with stand
Complimentary parking for your guests



HATFIELD HOUSE HOSPITALITY

PACKAGES VENUE HIRE AND MINIMUM NUMBERS

WEDDING PACKAGES	PACKAGE	2021	2022	2023
	Gold	£110 plus vat	£115 plus vat	£122 plus vat
	Platinum	£165 plus vat	£175 plus vat	£185 plus vat

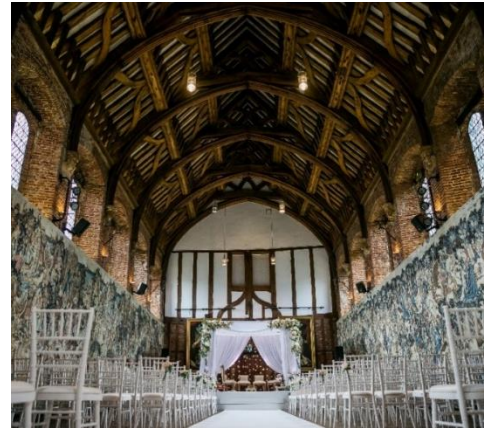
OLD PALACE VENUE HIRE	VENUE HIRE	2021	2022	2023
	Friday – Sunday	£2,750 plus vat	£2,950 plus vat	£3,150 plus vat
	Monday – Thursday	£2,250 plus vat	£2,450 plus vat	£2,650 plus vat
For New Years Eve there is a £1,500 plus vat venue hire supplement				

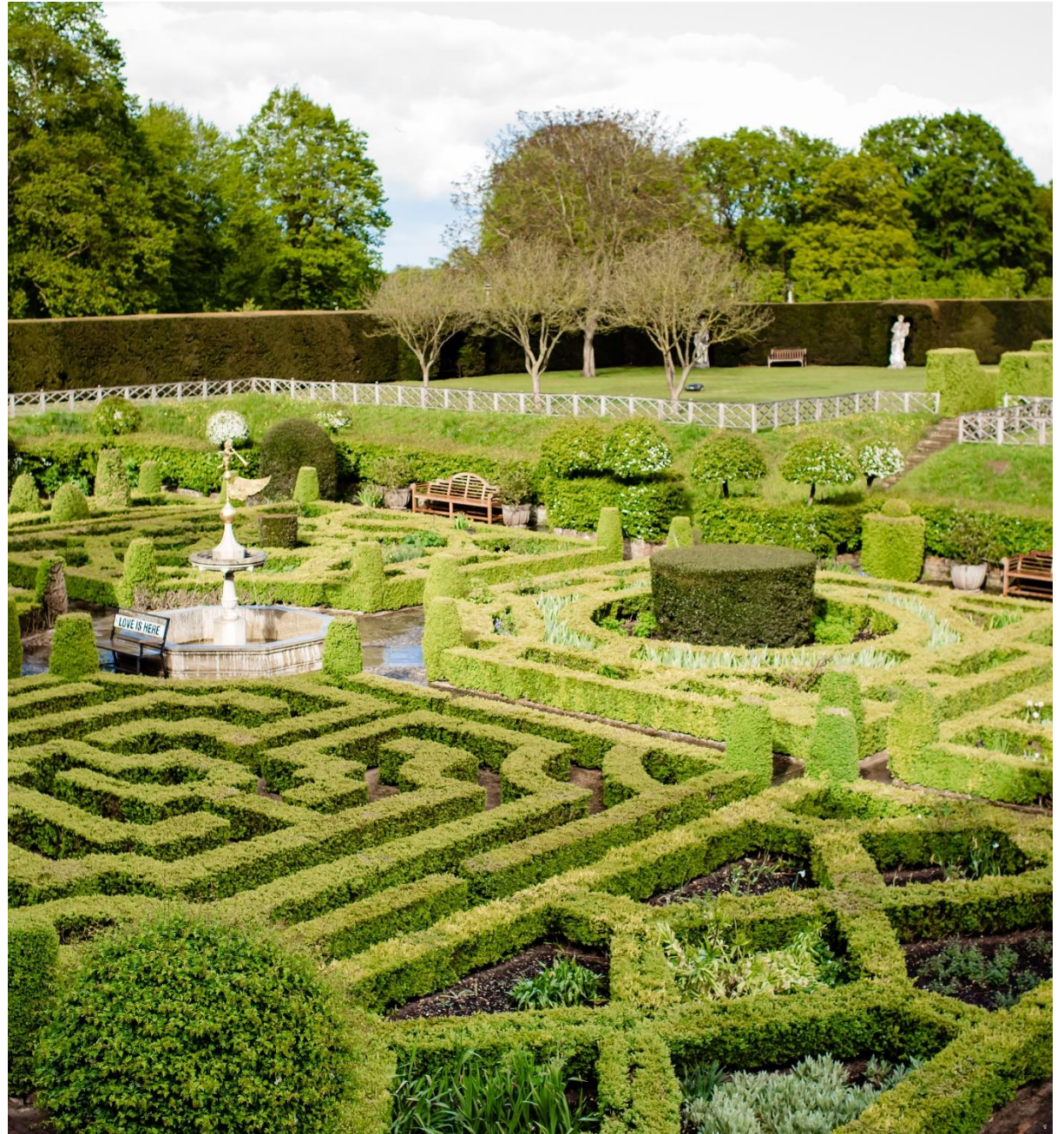
PEAK MINIMUM NUMBERS	OLD PALACE - PEAK	2021	2022	2023
	Saturday	100	100	100
	Friday & Sunday	90	90	90
	Monday – Thursday	80	80	80
Peak months are May, June, July, August, September & October - Minimum numbers of 150 apply on a Friday and Saturday in December				

OFF - PEAK MINIMUM NUMBERS	OLD PALACE - OFF PEAK	2021	2022	2023
	Saturday	90	90	90
	Friday & Sunday	80	80	80
	Monday – Thursday	60	60	60
Off peak months are January, February, March, April & November				

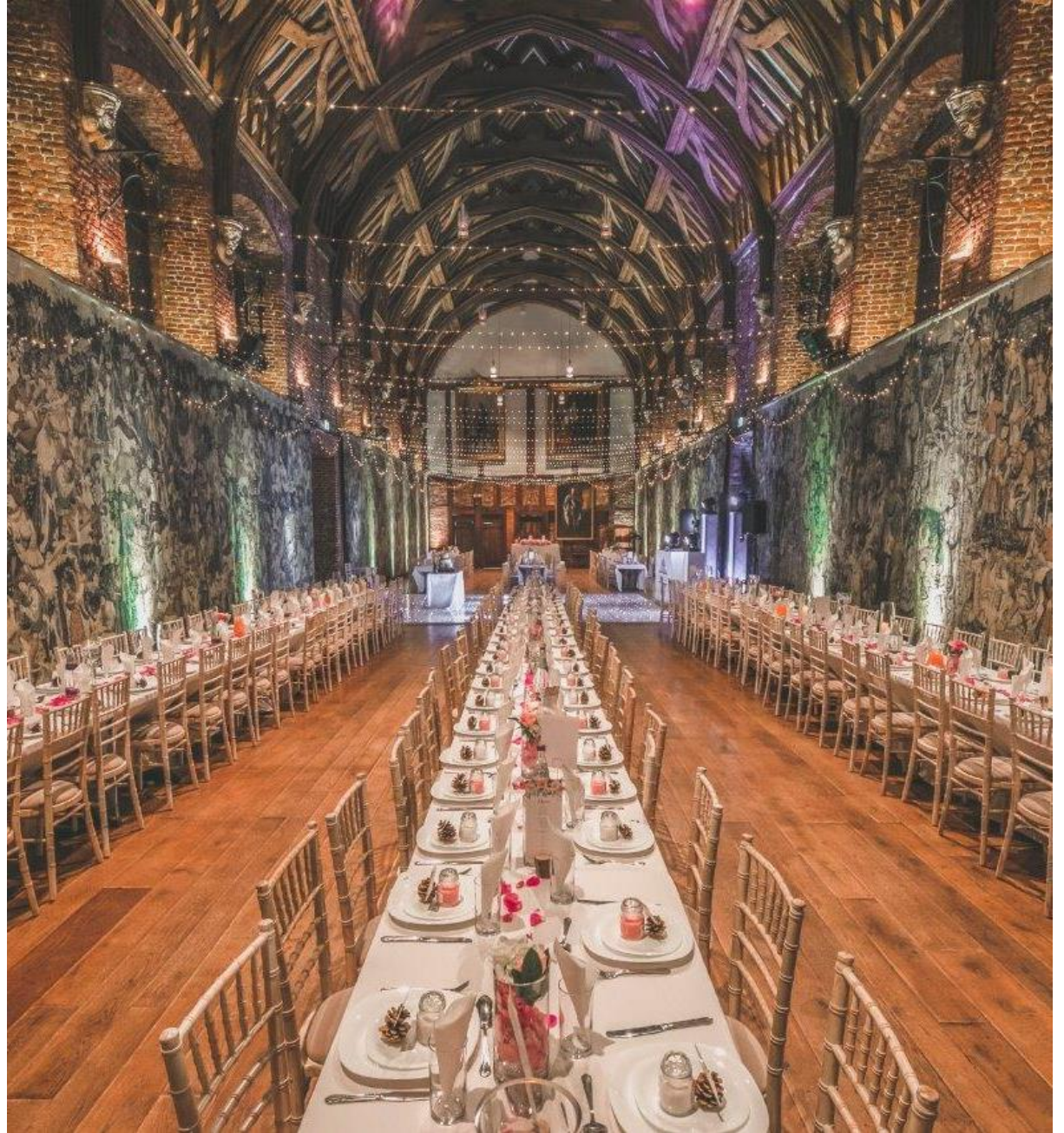
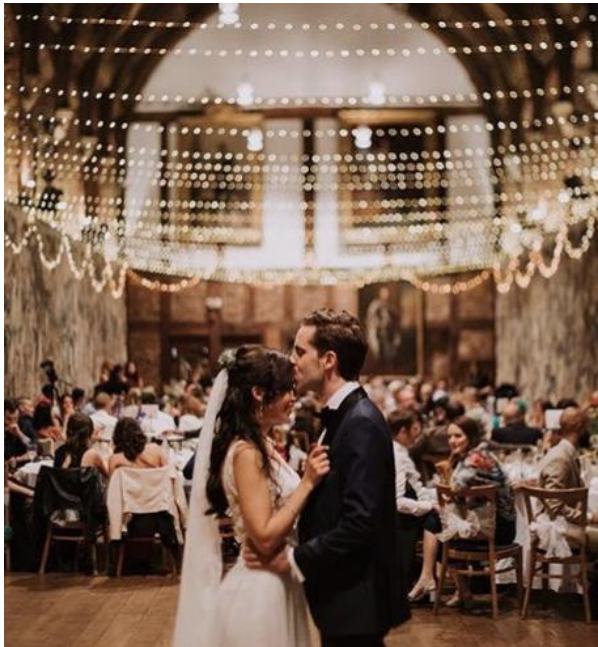
Civil Ceremonies

The Old Palace and Riding School are licensed for civil ceremonies. The Hatfield Registrar may be contacted on 0300 123 4045. Ceremony set up charge of £250.00 plus vat applies.



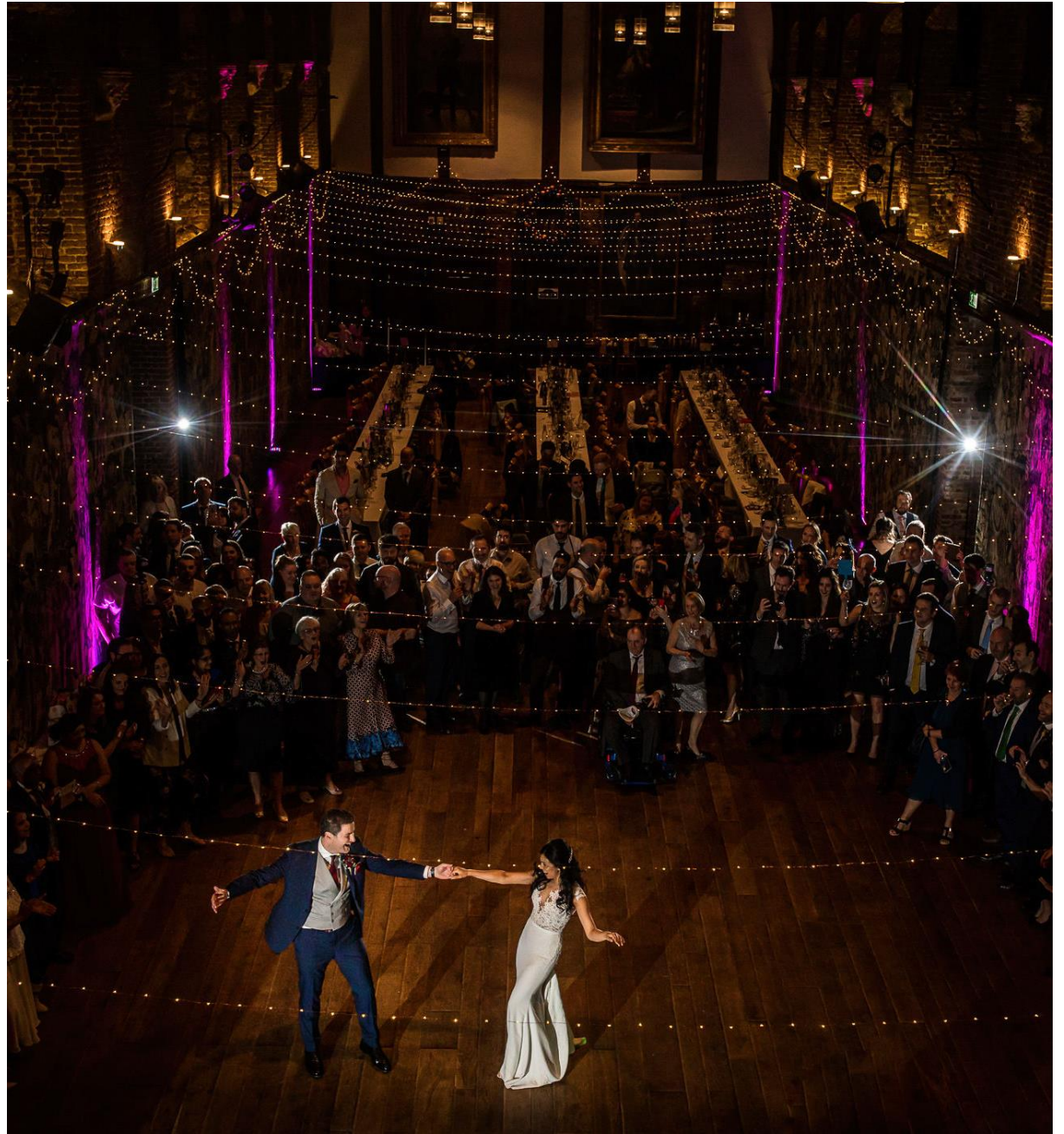


















HATFIELD HOUSE HOSPITALITY

ADDITIONAL INFORMATION

Making your big day happen

The Hatfield House Hospitality team are dedicated to making your wedding day perfect and will work with you from the early planning stages to the day of your wedding to ensure everything runs smoothly and stress free. We also work with a selection of approved partners who can add those finishing touches to your special day and are happy to provide a list of our recommended wedding suppliers.

Food and Drink

Hatfield House Hospitality prides itself on offering the highest standard of food and beverage to ensure you and your guests have a magical experience, with good food, fine wine and attentive service. Our experienced Chef has designed delicious menus that use the best of local, seasonal and sustainable produce wherever possible and we have a variety of menus which can be tailored to your personal requirements and tastes. We encourage you to chat/meet with our Executive Chef to ensure we understand your special day in detail and how we can enhance it further with food and drink that help the celebrations along. Dietary requirements can always be accommodated for and Chef happily prepares menus to suit any children attending the wedding so the whole party are equally looked after. Please be assured that the team here take care of all your needs to ensure that your day is one to remember.

Civil Wedding Ceremony

The Old Palace and Riding School are licensed for civil ceremonies. The Hatfield Registrar may be contacted on 0300 123 4045. An additional set up charge is applicable and this is £250.00 plus vat.

Wedding Insurance

Hatfield House Hospitality require that you take out adequate wedding insurance to cover cancellation or any other unforeseen circumstances. A minimum of 2 million pounds public liability insurance is required. A copy of the insurance certificate should be provided to your wedding co-ordinator.

Booking Details

Once you decide on your wedding date we can hold the date on a provisional basis for up to 2 weeks after which we require a decision. A booking contract is then sent to you for signature together with our terms and conditions. A deposit of £2,000 is required on confirmation of booking with payment of the balance invoice paid at least 3 weeks prior to the wedding with any outstanding amount settled on the day of the wedding.

Your chosen venue is available from 9.00am on the day of the wedding until midnight, with the bar closing and music finishing at 11.30pm. Should you wish to extend the party an extension is available until 1am (with the bar closing at 00.30) at an additional charge of £550.00 plus vat. Please note that the bar can only be extended to midnight on a Sunday).

The hospitality team is available at any time to answer your questions or if you require any advice. However, all details will be discussed with your wedding coordinator in a meeting 2 months prior to the wedding. We will contact you approximately 3 months before the wedding to set a date for the meeting with you.

Candles/naked flames are not permitted in the Old Palace and Riding School / confetti, rice or petals of any type is not permitted in the grounds / drones are not permitted anywhere on the grounds / Helium balloons are not allowed in the Old Palace..



HATFIELD HOUSE HOSPITALITY

LOCAL HOTEL LIST

THE COMET HOTEL

T: 01707 932 700

www.comethotel.co.uk

BEALES HOTEL

T: 01707 288500

www.bealeshotels.co.uk/hatfield/

MECURE HATFIELD OAK HOTEL

T: 01707 275701

www.mercure.com/gb/hotel-8208-mercure-hatfield-oak-hotel/index.shtml

THE PREMIER INN HATFIELD

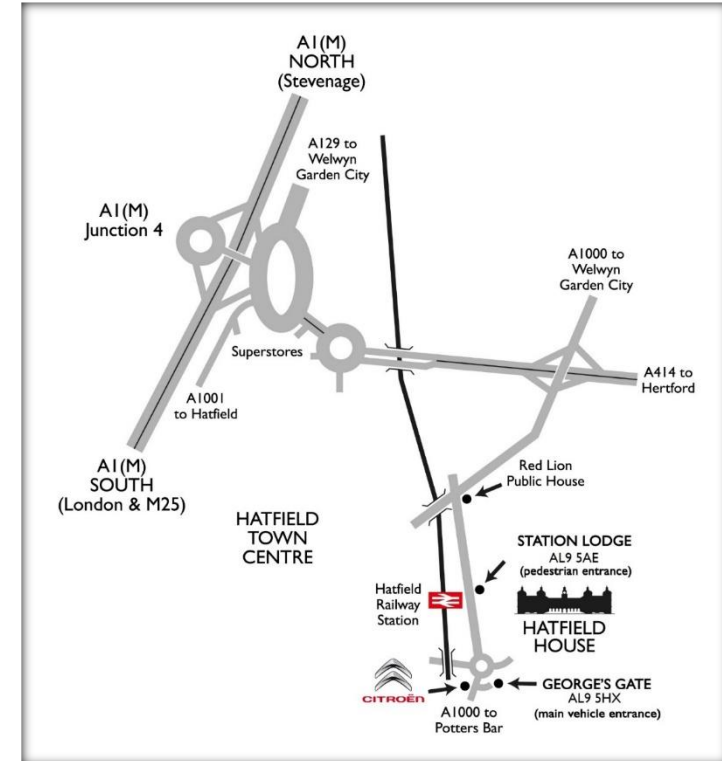
T: 0333 003 1698

www.premierinn.com/gb/en/hotels/england/hertfordshire/hatfield/hatfield.html

TRAVELODGE HATFIELD

T: 0871 984 6316

www.travelodge.co.uk/hotels/321/Hatfield-Central-hotel



The hospitality team here hope to have the opportunity of welcoming you and your guests to Hatfield House for your forthcoming wedding. Please contact us if you wish to check available dates, arrange a showround or if you have any further questions. Look forward to hearing from you.

OFFICE: 01707 287 003

EMAIL: hatfieldhospitality@compass-group.co.uk

For further information, visit the website www.hatfieldhousehospitality.co.uk