



Welcome to Hatfield House and congratulations on your engagement.

Set within the spectacular and magnificent grounds of Hatfield Park, Hertfordshire, where Queen Elizabeth I spent much of her childhood. 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 it 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.

Both of our venues are licensed for Civil Ceremonies and Civil Partnerships. The Hatfield Registrar may be contacted on 0300 123 4045.

Capacities:	Old Palace	Riding School
Wedding Breakfast & Evening Reception	200	120
Wedding Breakfast (dining only)	250	120
Wedding Ceremony & Wedding Breakfast	180*	110

* Above 180 guests, both the Old Palace and the Riding School would be required. Both venues have private bar facilities and can accommodate up to 300 evening guests.

Please note a minimum number of adult guests are required for the Old Palace and Riding School on Saturdays in May, June, July, August, September & December.

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 there is a range of wedding packages, designed to allow flexibility and choice as well as creating peace of mind and memories that will last forever.**

To discuss further, check availability of your preferred date or to book an appointment to view, please call 01707 262 055 or email Hatfieldhospitality@compass-group.co.uk



HATFIELD HOUSE
HOSPITALITY



Gold Package – Old Palace

Dedicated wedding co-ordinator

Venue hire until midnight

A glass of sparkling wine on arrival

3 course wedding breakfast with coffee and chocolates

½ bottle of house wine per person

Jugs of iced water

A glass of sparkling wine for the toast

White table linen and napkins

Table stationery

(Table plan, table names, menu cards and place cards)

White chair cover with sash, colour of your choice

Silver cake stand and knife

Complimentary menu tasting for Bride and Groom

Complimentary car parking for you and your guests

£94.00 plus vat per person (2018)

£99.00 plus vat per person (2019)



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Platinum Package – Old Palace

Dedicated wedding co-ordinator

Venue Hire until midnight

2 glasses of house champagne on arrival

Selection of 6 canapés

4 course wedding breakfast with coffee and petit fours

½ Bottle of selected wine per person

½ Bottle of mineral water per person

A glass of house champagne for the toast

White table linen and napkins

Table stationery

(Table plan, table names, menu cards and place cards)

White chair cover with sash, colour of your choice

Silver cake stand and knife

Complimentary menu tasting for Bride and Groom

Complimentary car parking for you and your guests

£138.00 plus vat per person (2018)

£145.00 plus vat per person (2019)



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Silver Package – Old Palace
(Available Monday – Thursday)

Dedicated wedding co-ordinator

Venue hire until midnight

A glass of sparkling wine on arrival

3 course seasonal wedding breakfast with coffee*

½ bottle of house wine per person

Jugs of iced water

A glass of sparkling wine for the toast

White table linen and napkins

White chair cover with sash, colour of your choice

Silver cake stand and knife

Complimentary car parking for you and your guests

£80.00 plus vat per person (2018)

£84.00 plus vat per person (2019)

***Choice from Chefs Seasonal Menu**

Minimum numbers of 70 apply



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Diamond Package – Riding School

Dedicated wedding co-ordinator

Venue hire until midnight

A glass of sparkling wine on arrival

3 course seasonal wedding breakfast with coffee*

½ bottle of house wine per person

Jugs of iced water

A glass of sparkling wine for the toast

White table linen and napkins

White chair cover with sash, colour of your choice

Stationery package

(Table plan, table names, menu cards & placecards)

Silver cake stand and knife

Complimentary car parking for you and your guests

£80.00 plus vat per person (2018)

£84.00 plus vat per person (2019)

***Choice from Chefs Seasonal Menu**

Minimum numbers of 60 apply



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Package Upgrades & Options for 2018

- Civil ceremony set up - £250.00 plus vat
 - Round tables for Old Palace - £350.00 plus vat
 - Stage for Old Palace - £125.00 plus vat
 - Hour extension - £450.00 plus vat
 - Canapés from £12.00 plus vat per person
 - Grazing nibbles from £8.25 plus vat per person
 - Cheeseboard (serves 10) - £75.00 plus vat per platter
 - Cheese towers from £250.00 plus vat
 - Children's menu - £37.00 plus vat per child (under 10yr)
 - Smoked bacon in floured roll - £6.00 plus vat per person
 - Spicy bean burger with chilli jam in floured roll (v) - £6.50 plus vat per person
 - Cumberland sausage in floured roll - £6.50 plus vat per person
 - Portabello mushroom and Swiss cheese in floured roll (v) - £4.50 plus vat per person
 - Pulled pork in multi-seed roll with red cabbage slaw - £7.50 plus vat per person
 - Add two deli salads to your evening rolls - £2.50 plus vat per person
 - Cheese and meat platters from £14.50 plus vat per person
 - Finger Buffet from £20.00 plus vat per person
 - BBQ from £24.00 plus vat per person
 - Ice Cream bike from £6.50 plus vat per person
 - Ring doughnuts, warmed chocolate and strawberry dip - £2.50 plus vat per person
 - Warm cookies and milk shot - £4.50 plus vat per person
- Please note that minimum catering numbers apply for evening options.**

Wine Corkage* - £14.00 plus vat per bottle

Sparkling Wine/Champagne Corkage* - £18.00 plus vat per bottle

(* to replace wines included in wedding package a minimum allocation of half a bottle per person is required)



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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, from florists to musicians and cake makers to photographers. We are happy to provide a list of our recommended wedding suppliers.

Catering

Hatfield House Hospitality prides itself on offering a high standard of catering and a variety of menus to cater for a range of tastes. Dietary requirements can be catered for and Chef can prepare menus to suit any youngsters attending the wedding. Our in house Chefs use the best of fresh local produce wherever possible and are happy to discuss your requirements to create your perfect wedding menu.

Civil Wedding Ceremony

The Old Palace and Riding School are licensed for civil ceremonies. An additional set up charge is applicable and this is £250.00 plus vat. If you are getting married in the Riding School and wish to have chair covers for the ceremony an additional fee of £3.00 plus vat per chair cover applies.

Cultural and Kosher Weddings

We welcome cultural and kosher weddings with the Old Palace available for Dry Hire, Saturday's £8,250 plus vat per day, Sunday & Friday £6,250 plus vat, Monday – Thursday £5,250 plus vat during 2018.

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 no longer than 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. 100% pre payment of the expected catering spend is then paid at least 3 weeks prior to the wedding with any outstanding amount settled on the day of the wedding.

Your next step...

To discuss further, check availability of your preferred date or to book an appointment to view, please call 01707 262 055 or email Hatfieldhospitality@compass-group.co.uk





Additional Information

- Your chosen venue is available from 9.00am on the day of the wedding until Midnight, with the bar closing 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 £450.00 plus vat (2018 rate). Please note that the bar can only be extended to midnight on a Sunday.
- The provision of white napkins and tablecloths are included within the menu prices quoted. Specialist equipment may be hired at an additional charge.
- Hatfield House has an easel for your table plan as well as table numbers and stands for you to use.
- We have 2 cake stands available on site and can provide one of these at no extra cost, providing it is available on the date of your wedding when you request it and that it matches the size of your cake. We can provide a knife to cut the cake.
- Candles are not allowed in the Old Palace and Riding School other than battery operated candles/tea lights.
- The long tables can be replaced with round tables in the Old Palace at an additional charge of £350.00 plus vat.
- 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.
- We will ask you to bring your table plan, name cards, favours, table decorations and any other item two days before the wedding. We will then set up everything on your tables so it is all ready for you when you arrive on the day.
- Both the Old Palace and Riding School have a PA system for your use. Microphones are available for your speeches and music can be played from an Iphone, Ipod or Ipad during your wedding ceremony and wedding breakfast.
- Unfortunately, confetti, rice or petals of any type is not permitted in the grounds / gardens outside the venues and fireworks/drones are not permitted anywhere on the grounds. Helium balloons are not allowed in the Old Palace.

We look forward to hearing from you and welcoming you to Hatfield House.





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Lawn House

Ideally situated within the historic estate of Hatfield House Lawn House is set within its own garden. Lawn House is perfectly placed for guests attending weddings and events at the Hatfield House Estate and wishing to stay close by www.lawn-house.com

- A boutique guest house set within the grounds of Hatfield House and within a walking distance to the Old Palace & Riding School
- Lawn House comprises of 15 unique bedrooms all with ensuite facilities, an impressive drawing room, a cosy breakfast room and a stunning garden room traditionally decorated, some with period furniture
- Set within its own garden with views overlooking Hatfield Park Lawn House has an impressive drawing room and cosy breakfast room, as well as a wonderfully bright garden room
- Lawn House comprises 1 king size bedroom, 11 double bedrooms, 2 twin bedrooms and a single bedroom
- Option to take exclusive use of the property or just book a few rooms for the night
- For further information or to make a reservation, contact 07384 255 084 or email enquiries@lawn-house.com



Lawn House, Hatfield Park, Hatfield, Herts, AL9 5NG

T: 01707 287 000 E: enquiries@lawn-house.com

W: www.lawn-house.com

Gascoyne Holdings Registered in England 376458 Registered office 22 Chancery Lane, London, WC2A



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