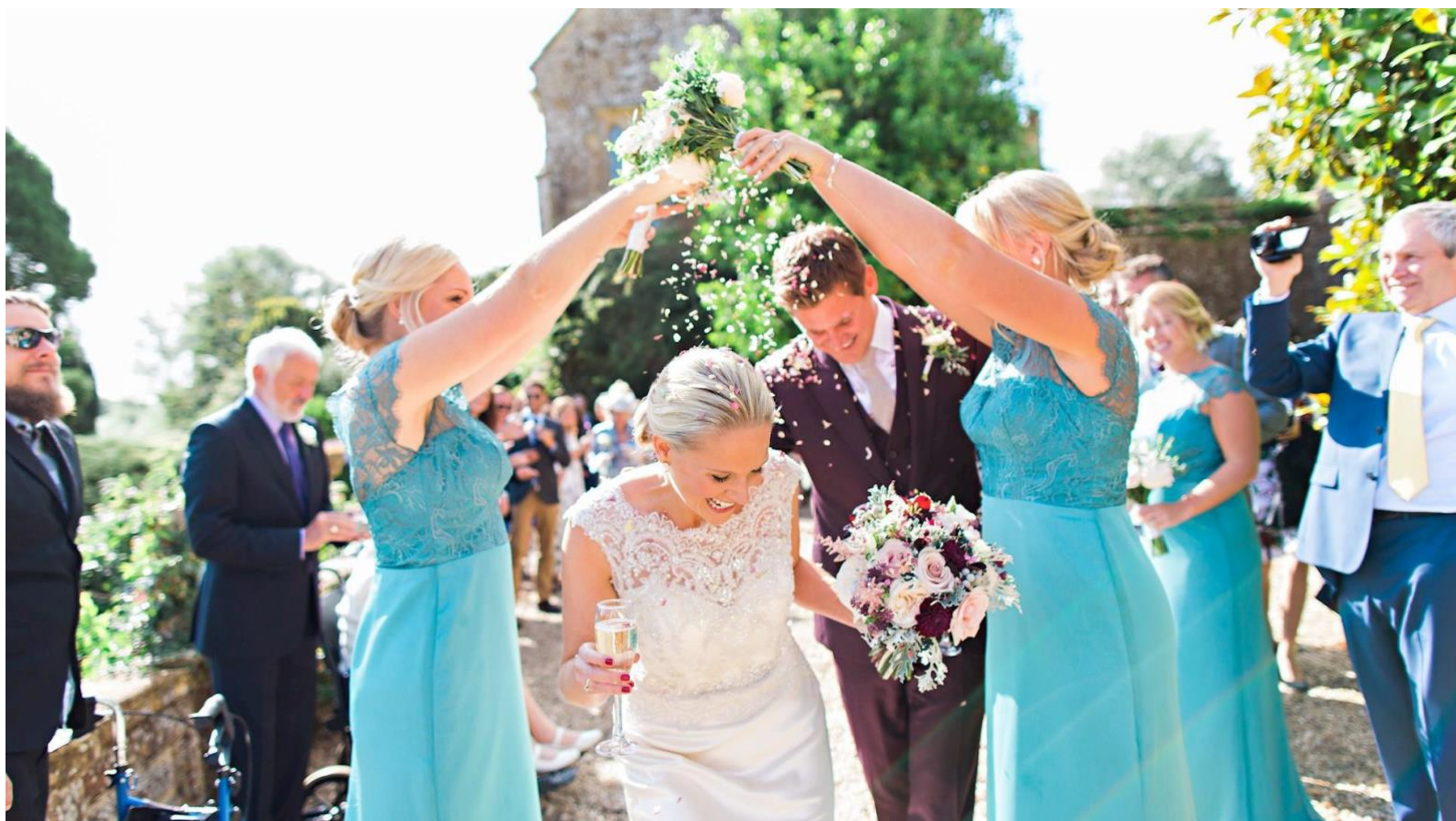


# Brympton House



## FREQUENTLY ASKED QUESTIONS

All the information you need to plan the perfect celebration at Brympton House

We would like to congratulate you on your forthcoming wedding and are delighted that you have chosen Brympton House. Our dedicated Wedding & Events team is on hand to offer support and guidance from the time you book right up to the 'big day' itself. We hope everything has been covered; however, members of the team are always available to answer anything that may have been missed!



## CONTENT

- 3 WHAT'S INCLUDED
- 4 HOUSE TIMINGS
- 5 CEREMONIES
- 6 FINE FOOD AND WINE
- 7 ACCOMMODATION
- 8 GENERAL

## WHAT'S INCLUDED

### WITHIN THE VENUE FEE

- Exclusive use of the venue and gardens from Midday on the day of your wedding (check in to the bedrooms from 12.30pm)
- The Great Hall or South Terrace for your drinks reception
- A choice of the Ballroom, Salon or State Dining Room for your wedding breakfast
- Music/sound systems in Castle House, the Great Hall and the Honeymoon Suite
- Tables and chairs for your civil ceremony, drinks reception and dining for up to 228 guests
- The Library Bar (pre-ceremony, from 12pm for up to 2 hours)
- The Stables Bar from the end of the wedding breakfast until 11.30pm (doors close at Midnight)
- Honeymoon suite, with breakfast
- Accommodation: 10 ensuite bedrooms, with a super buffet breakfast

### WITHIN YOUR FINE FOOD AND EVENT MANAGEMENT PACKAGE

#### Before your wedding day:

- Full event organisation from the in-house caterers from the moment you book right up until the big day itself
- Complimentary tasting

#### On your wedding day

- A front of house director
- A wonderful 3 course meal with canapés
- Iced still water during the wedding reception
- An experienced team of waiting and serving staff
- Crockery, cutlery and glassware
- A choice of white and cream table linen

#### WHAT ISN'T INCLUDED

- Separate fee payable to the Church or Registry Office





## HOUSE TIMINGS

### ACCESS AND DEPARTURE

- Q. When can I have access to set up/decorate the venue?
- R. You will have access from Midday. The styling team will have access earlier then this so all of your decorations will be in place before you arrive.
- Q. What time can I access the Honeymoon Suite?
- R. From Midday.
- Q. What time can my guests check in?
- R. From 12.30pm in the Great Hall.
- Q. If my guests arrive a little earlier than 12.30pm is there anywhere for them to wait?
- R. They are welcome to wait in the Great Hall.
- Q. I have booked some bedrooms the night before my wedding in the Farm House on a B and B basis what time can I check in?
- R. From 4pm in the Farm reception; Brympton House will be closed.
- Q. I have booked the venue the night before; what time can I check in?
- R. From Midday in the Great Hall (full venue hire basis).
- Q. Who will look after me and my guests up to the ceremony?
- R. Your wedding coordinator; they will also liaise with the registrar and help to set up the all-important confetti shot. After the confetti shot the specialist will hand over the management of your day to the caterers - your Front of House Manager.
- Q. What time does the venue close?
- R. The Great Hall is locked 20 minutes after the end of your evening reception in the Stables (so there's plenty of time for guests to make their way to their taxis/bedrooms).
- Q. Some of my guests may linger to chat after the party finishes so how do they get back to their bedrooms?
- R. We leave the back door open! This is the door to the breakfast room (Star Chamber).
- Q. Can guests leave their car overnight at the venue?
- R. Yes, however we ask that they collect their cars by 10.30am at the latest the following morning.
- Q. What times do guests check out of their bedrooms?
- R. 10am although you can book a late check out (Midday) for an additional charge.

## CEREMONIES (CHURCH AND CIVIL)

- Q. Does the Registrar have any rules for the ceremony?
- R. Yes, they ask that you do not use flash photography during the service or photograph the actual register.
- Q. How many guests can Castle house seat?
- R. 200.
- Q. Can we have pre-recorded music during the civil ceremony and drinks reception?
- R. Yes.
- Q. I'm having my ceremony in the temple; what happens if it rains?
- R. We will look at the forecast the day before your wedding and if there is a chance of inclement weather then we will set up Castle House.
- Q. Could there be a Church service on the day of my wedding?
- R. The Church of St Andrews is designated as a chapel of ease and no services apart from early morning prayer and weddings are now held there.
- Q. Do you allow paper confetti?
- R. No but ~~dry~~ dried or fresh petals are permitted.



## FINE FOOD AND WINE

Q. Who will manage my drinks reception and wedding breakfast?

R. Your catering team. They also provide all of the serving and waiting staff that you need and a front of house manager who will make sure that your wedding day runs like clockwork.

Q. Who do I contact to speak about my food and the running of my day up to the end of the wedding breakfast?

R. Your catering team

Q. Who do I contact regarding my wedding day drinks?

R. Bacchus Bars:  
[info@bacchusweddingbars.co.uk](mailto:info@bacchusweddingbars.co.uk)

Q. Who will manage my evening reception?

R. Wilson, the evening event manager, will be on-site to assist any guests if needed.



## ACCOMMODATION

- Q. How many bedrooms are there?
- R. 31 including the Honeymoon suite.
- Q. What facilities do the bedrooms have?
- R. All of the bedrooms are en-suite with either a shower or bath, TV, Wi-Fi, tea and coffee making facilities, iron and ironing board, hairdryer.
- Q. Can I allocate rooms to guests?
- R. Yes (those included in venue hire).
- Q. Can I make an appointment to view the bedrooms so that I can decide who is sleeping where?
- R. On the last Sunday of every month (unless we have a wedding) we have an open afternoon between 12pm and 4pm for booked couples and you are welcome to allocate your bedrooms then. No appointment is necessary.
- Q. If I have any questions regarding the bedrooms on my wedding day who do I speak to?
- R. Your wedding coordinator
- S. Can we bring pets?
- T. Yes, in rooms 13 and 14 (£75 per pet).
- U. Do the family rooms have cots?
- V. There are 2 pop up cots suitable for babies up to 6 months; parents must bring their own bedding.
- Q. I have booked the venue the day before my wedding, what time can I access the bedrooms from?
- R. From 12.30pm. Any questions relating to the bedrooms should also be addressed to the wedding specialists in the wedding office.
- Q. I have booked bedrooms the night before my wedding on a Band B basis in the Farm. What time can I check in?
- R. 4pm via the Farm reception. Please note there is no access to Brympton house for guests staying in the Farm House on a Band B basis.

## GENERAL

Q. What time can my band or DJ arrive to set up?

R. 6pm

Q. Can we invite extra evening guests? What time should we invite them from?

R. Yes. We suggest that you allow at least 30 minutes after you expect to go over to the Stables before inviting extra guests to join you.

Q. What time will the bar open?

R. 6pm

Q. What time will the bar close?

R. 11.30pm (the doors are locked at Midnight so you have plenty of time to finish that last drink). If you want to extend your party past this time you need to speak to Bacchus Bars.

Q. What time does the music finish?

R. 11.45pm. Again if you want to extend your party past this time you need to speak to Bacchus Bars.

Q. What time is evening food served?

R. From 9.30pm to 11pm through Sage With Zest.

Q. Who do I order the photo booth through?

R. Sage With Zest.

Q. Is there a changing room for my band or DJ to use?

R. Yes.

Q. Is there a noise inhibitor on the dance floor?

R. Yes.

Q. Does Bacchus allow smoke machines?

R. No as they set off the fire alarms - but its best to speak to Bacchus directly about this.

Q. Do we need wedding insurance?

R. We strongly recommend it.

Q. Do you allow fireworks?

R. No.

Q. Can I borrow ladders/extension cables on the day?

R. For health and safety reasons we are not allowed to make any of our own equipment available to you.

Q. Is the venue heated/ are the fires lit?

R. Absolutely!

Q. Where can guests leave coats and presents?

R. There is a cloakroom off the Great Hall and the styling team will organise a present table for you.



# Brympton House

