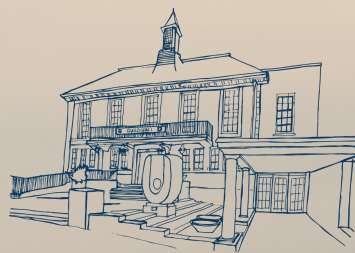


WEDDINGS AT ST IVES GUILDHALL



PRICES

MAYOR'S PARLOUR PACKAGE

ELOPEMENTS & INTIMATE WEDDINGS

Package for up to 6 guests (Including the couple)
Additional guests up to a total of 12 (including the couple)
Additional Hours

2023/2024

£355
£10 p/p
£100

2024/2025

£385
£10 p/p
£100

INCLUDED IN THE PACKAGE:

- Use of the Mayor's Parlour for 2 Hours.
- A floral arrangement for the registrar's table.
- Use of the balcony for photos.
- 4 hours admin time including phone calls and emails.
- Post ceremony drink per person from list of options.
- Choice of 3 chair options.
- Use of Bluetooth speaker for ceremony music.
- List of our favourite suppliers.

THE UPPER ROOMS

CEREMONY ONLY

Balcony/Committee Room (Capacity: 20)
Chamber (Capacity: 60)

Up to 20 Guests Choice of Balcony Room OR Chamber
Additional guests up to a total of 60 (Chamber only)
Additional Hours

2023/2024

£415
£5 p/p
£155

2024/2025

£450
£10 p/p
£155

INCLUDED IN THE PRICE:

- Use of your chosen room for 2 Hours.
- A floral arrangement for the registrar's table.
- Use of the balcony for photos.
- 4 hours admin time including phone calls and emails.
- Choice of 2 chair options.
- Use of Bluetooth speaker for ceremony music.
- List of our favourite suppliers.

CEREMONY WITH OUTSIDE CATERING (Drinks &/Or Reception)

4 Hours use of Balcony Room **AND** Chamber for up to 30 Guests
Additional Hours

2023/2024

£745
£150

2024/2025

£810
£150

INCLUDED IN THE PRICE:

All extras included with *Ceremony Only*, plus:

- Clearing and cleaning
- Use of crockery, cutlery and glassware
- Use of tables and tablecloths

Option for catering is available to those taking both rooms.
Holding the ceremony in one and food in the other. This can either be sit down or buffet style. With caterer required to sign contract including Hygiene certificates/kitchen visit/serving & cleaning agreement

THE ISLAND CHAPEL

FOR NON LEGAL BLESSINGS, NAMING & RENEWALS

Standard hire for up to 15 guests
Additional hours available
Overnight/early set up fee

2023/2024

£500
£250
£30

2024/2025

£500
£200
£30

INCLUDED IN THE PRICE:

- Use of the Chapel for 2 Hours
- 4 hours admin time including phone calls and emails.
- List of our favourite suppliers.
- Freedom to choose own Celebrant and advice on those available locally.

We are happy to provide Local Celebrant details on request

DRINKS PACKAGES & EXTRAS

All rooms can be hired for additional hours. So whether you just want drinks following your ceremony, canapes, an intimate meal, or full reception, we can work with you to create exactly the celebration you want. Just book the additional hours to suit your plans. We can provide a bar package to suit your needs, including staff if required. You are also free to hire a caterer of your choice, we have lots of favourites we are happy to recommend.

PROSECCO FOR TOASTS

Glass of prosecco following the Ceremony
£30 a bottle (to serve 6) or 7.50 ind. (Soft drinks also available)

DRINKS FOR UPPER ROOM RECEPTIONS

For receptions in our Upper Rooms we can supply your drinks from our well stocked bar. A drinks list can be provided to choose from. No corkage will be charged if purchased directly from Guildhall. An additional fee of £60 will be applied for ordering drinks provided by the Guildhall Bar. This includes all set up and clear up.

Alternatively, you can provide your own drinks and pay corkage. The fee includes ice and ice buckets. An additional fee of £40 will be applied for to the corkage charge. This includes all set up and clear up.

- All wine (per bottle) £3.00
- Sparkling wine and champagne (per bottle) £5.00
- Any beer, cider or bottled beverages (per bottle) £1.00
- No corkage charged for non-alcoholic beverages

If you would like our staff to be on hand to pour drinks for your guests, this can be arranged at a charge of £20 per hour

OTHER EXTRAS

Various floral options: Details available on request
Early set up fee (prior to the day subject to availability)
Witnesses
Hire of Table Linen
Hire of Crockery

2023/2024	2024/2025
Price on Request	Price on Request
£60	£60
£20	£20
Price on Request	Price on Request
Price on Request	Price on Request

BOOKING YOUR CEREMONY

Please note: We are a Registered Venue rather than a Registry Office. Couples will also need to book Registrars to attend their ceremony with the local Registration Team. If decide you would like you would like to go ahead, we can pencil in your preferred date and hold it for 7 days. Following that you will need to speak with the Registration Team to give notice locally **and** book your Cornish Registrars They require at least 4 weeks' notice before the date of your wedding.

When they are confirmed, we will send you our provisional booking form to be completed and returned. Once we have your form our finance department will issue an invoice (50% deposit and balance due 2 months before your booking). Finally, we will send you our Hire Agreement containing our terms. Once this is signed, your big day will officially be booked!

At this point we are here if you have any questions and will contact you about a month before hand to run through details and finalise your plans.

If there is anything you 'd like to ask before you make your booking, please get in touch.. We're here to help!



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