

# Wedding Receptions, Civil Ceremonies, and Civil Partnerships At Hartwell House & Spa



## THE CEREMONY AT HARTWELL HOUSE

### EVERY GUEST BENEFITS THE NATIONAL TRUST

Thank you for your interest in Hartwell House Hotel and may we take this opportunity of congratulating you on your forthcoming wedding.

Hartwell House provides a magnificent setting for weddings and receptions, standing in 94 acres of parkland with a lake spanned by a stone bridge, a ruined church and many 18th century statues and garden buildings.

We have a variety of wedding packages available from the smaller, more intimate wedding party using one of the two private dining rooms in the Main House, to a Civil Ceremony followed by wedding breakfast for up to 150 in a marquee.

Our Head Chef, Daniel Richardson, has produced a variety of wedding menus for you to choose from and these can be varied to suit your specific requirements. The excellent selection of wines compliments a high standard of cuisine, and we can particularly recommend our own Historic House Hotels Champagne and House wines.



If you do require music during the ceremony and wedding breakfast this can be arranged, and if you require live music and dancing at your reception then this is also available. A dance floor will be laid and music could continue until midnight, and for those guests wishing to stay overnight following the reception accommodation is available at special rates.

Hartwell House has its own resident florist who will be happy to advise you on your complimentary floral arrangements to match your wedding theme, and any additional requirements you may have. We can also offer assistance for booking Live Music, cakes, photographers and transport.

As you will see part of the facility fee covers areas of the hotel grounds which may be used for photographs and may include the Hartwell Rooms, Hartwell Court garden and courtyard, a group shot in front of St Mary's Church and for the bride and groom photographs by the bridge and lake using Hartwell House as a superb backdrop.

We are unable to book the Registrar on your behalf and if you intend to use the Hotel for your ceremony, you will need to contact the registrar direct with your preferred date and time.

#### **Registrar Details:**

**The Superintendent Registrar  
Aylesbury Vale Register Office  
County Hall  
Aylesbury  
Buckinghamshire  
HP20 1XF  
Telephone: 01296 382481**

To make this special occasion outstanding, you could reserve bedroom accommodation on your wedding eve and make use of the Hartwell Spa where you will be able to pamper yourself with a variety of Health and Beauty treatments.

I trust you will agree that Hartwell House offers various options to suit all, and we shall be only too pleased to discuss your requirements in person. Please do not hesitate to contact our Wedding Coordinator **Mirella Di Bratto**, on **01296 746502** or email **m.dibratto@hartwell-house.com**



## THE ROOMS OF HARTWELL HOUSE

**Hartwell House** provides a magnificent setting for marriages and civil partnerships with four rooms licensed to stage the ceremony, as well as a choice of magnificent drawing rooms to entertain your guests.

For non-legal ceremonies, we are also able to offer the Gibbs Pavilion in the garden.

For a smaller ceremony with less than 15 guests, we offer the choice of the Library or Drawing Room, both of which create an elegant, intimate setting.

The **Soane Room** creates a stunning setting with its arched windows overlooking the rolling lawns. This room is perfect for maximum numbers of 84.

The **James Wyatt** room is located in the Hartwell Court looking out onto a cobbled courtyard filled with beds of scented herbs, and has an elegant corridor leading to it. This is perfect for maximum numbers of 72.

The **Doric** is located in the main house with access leading out to the south terrace and offers an intimate setting for a ceremony with maximum numbers of 36.

The **Octagon** is a perfect setting for a smaller ceremony.

It has beautiful views out over the lawns and has a tented ceiling adorned with a stunning crystal chandelier, with maximum numbers of 24.

### Hartwell Main House

Function Room	Ceremony	Lunch / Dinner	Dinner/ Dance	Reception	Dimensions (metres)
Soane Room	120*	84	Exclusive Use only	N/A	18 x 7
Doric Room	36	36	N/A	N/A	10 x 8
Octagon Room	24	24	N/A	N/A	6 x 6
Library Room	16	N/A	N/A	N/A	-
Drawing room	16	N/A	N/A	N/A	-

### Hartwell Rooms

Function Room	Ceremony	Lunch / Dinner	Dinner/ Dance	Reception	Dimensions (metres)
The James Gibbs	N/A	N/A	90	90	14.7 x 6.2
The James Wyatt	90	72	72	90	13.7 x 6.4

### Marquee on the Lawn (with exclusive use of the Main House)

	Ceremony	Lunch / Dinner	Dinner/ Dance	Reception	Dimensions (metres)
Marquee	N/A	150	150	150	25.0 x 15.0

### Ceremony Only:

<u>Venue</u>	<u>Numbers</u>	<u>Price</u>	<u>Flowers</u>
Soane Room - Main House	Max 90	£3,000.00 Sat – Sun £2,000.00 Mon - Fri	2 pedestal arrangements 1 long & low arrangement
Doric Room - Main House	Max 36	£1,250.00	1 pedestal arrangement 1 long & low arrangement
Octagon Room - Main House	Max 24	£1,000.00	1 pedestal arrangement 1 long & low arrangement
James Wyatt Room – Hartwell Rooms	Max 90	£2,000.00	1 pedestal arrangement 1 long & low arrangement 1 sideboard arrangement

All prices listed above include a private drawing room/s for guests to gather and photographic areas.

### Wedding Breakfast only:

Soane Room & Drawing rooms - Main House between 12 noon and 2.00pm and 7pm to 9.30pm	Up to 84	£3,000.00 Sat – Sun £2,500.00 Mon - Fri	6 central arrangements
Doric Dining Room with a private drawing room for reception	Up to 36	£900.00	4 central arrangements
Octagon Dining Room with a private drawing room for reception	Up to 24	£700.00	3 central arrangements
James Gibbs & James Wyatt Rooms - Hartwell Court (anytime)	Up to 60	£2,500.00	6 central arrangements
	Up to 72	£3,000.00	6 central arrangements

### Ceremony & Wedding Breakfast

Doric Room	Up to 36	£2,500.00	1 pedestal arrangement 1 long & low arrangement 4 central arrangements
Octagon Room	Up to 24	£2,000.00	1 pedestal arrangement 1 long & low arrangement 3 central arrangements

### Ceremony, Wedding Breakfast, Evening reception:

<u>Venue</u>	<u>Numbers</u>	<u>Price</u>	<u>Flowers</u>
<u>James Gibbs / James Wyatt rooms</u>		£11,900.00 PACKAGE	1 pedestal arrangement 1 long & low arrangement
Includes dance floor	60 with extra 30 guests for evening	£13,000.00 PACKAGE	1 sideboard arrangement 6 central arrangements
Includes hired chairs	72 with extra 18 guests for evening		

- Price includes Room hire for the James Gibbs and James Wyatt rooms, from 10am to Midnight.
- Three course meal with coffee & chocolates.
- A glass of House Prosecco after ceremony, canapés (2 per person at reception) and Half a bottle of House wine during meal per person
- A glass of House Prosecco as a toast.
- Flowers to the value of £500.00.
- DJ & Equipment and Dance Floor.
- Evening finger buffet.
- A Royal four poster for the Bride and Groom, and Four Court Suites

## RELAXATION AT SPA

A visit to **The Spa at Hartwell** offers you the ultimate experience in pampering, to relax and unwind, a time to de-stress before your wedding. Enjoy luxurious treatments from the exclusive **Aromatherapy Associates** range.

Prepare yourself for your big day with the following Luxurious Spa treatments;

### **BODY REFINER - Time 55 min**

*A toning and slimming treatment to refine the body contours and eliminate excess fluids, leaving a slimmer silhouette and smoother skin.*

### **BIOEFFECT**

#### **CELLULAR HYDRATION FACIAL – 55 MIN**

Our pioneering EGF serums are used with 50% more potency to restore skins suppleness, firmness and density. A specific and luxurious massage technique increase the skins circulation and ability to accept this highly efficient plant based protein. Our custom designed massage techniques are used, along with a decadent hydrogel intensive hydration mask, to ensure a unique journey and experience influenced by our Icelandic heritage.

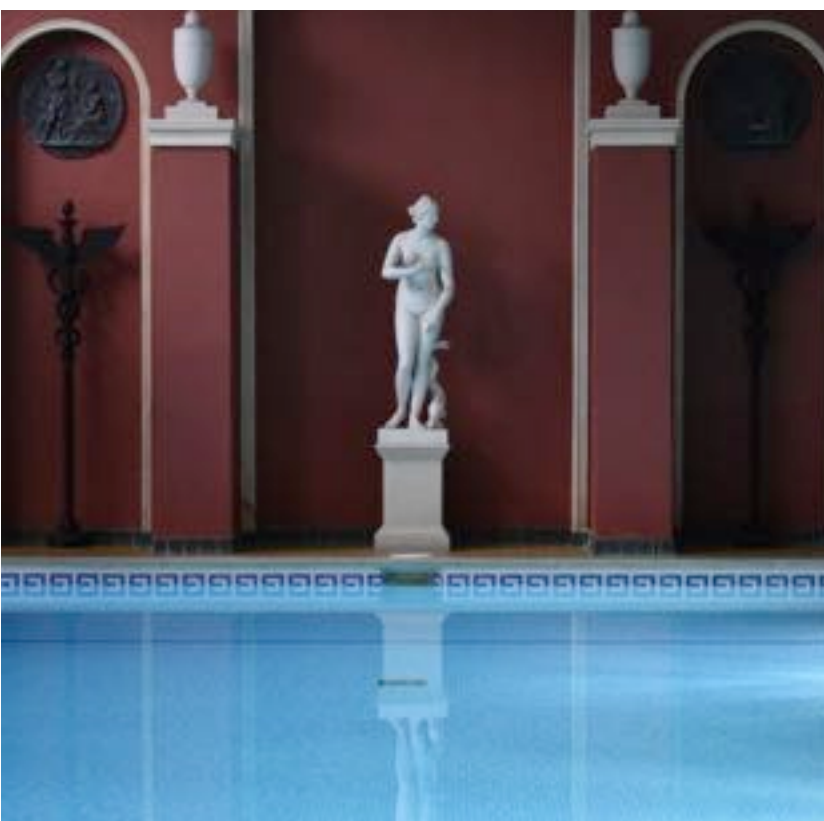
### **GELERATION**

#### **NAIL SHAPE AND VARNISH - 55 mins**

Nails are filled, shaped and finished with Jessica's **GELeration** gel polish. French polish is available

Available for the special price of  
**£180 – a saving of £24**

*Not be used in conjunction with any other offers or discounts*



## WEDDING MENU

One of the more difficult tasks facing you will be choosing a menu that is suitable to all tastes.

Our wedding menus are priced at **£60.00** per person to include, 2 chefs choice canapés, a set menu of first course, main course, pudding, and Coffee/Tea with Hartwell handmade chocolates



### TERMS AND CONDITIONS OF WEDDING RECEPTIONS, CIVIL CEREMONIES AND CIVIL PARTNERSHIPS AT HARTWELL HOUSE & SPA

A non refundable deposit based on the bedrooms, public rooms and dining rooms reserved is required upon confirmation of booking together with signed terms and conditions.

If for any reason the event does not take place then any third party costs incurred on your behalf will be charged in addition to this deposit. Full prepayment will be required within four weeks prior to your event and a pro-forma invoice will be sent to you at that time.

We will also require credit card authorisation for any additional expenditure incurred on the evening that is to be charged to the main account.