



SOPWELL
HOUSE



EXTERNAL CATERING
& EVENT HIRE GUIDE

2024

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www.sopwellhouse.co.uk

CATERING

EXTERNAL CATERING EVENT HIRE

To include:

- Use of function suites from 9am - midnight (St Albans Suite and Mountbatten Suite)
- Set up from 07:00am. Breakdown by 01:00am the same day.
- Access to foyer and terrace areas
- Use of one of the hotel's kitchens for outside catering company
- Unlimited corkage
- Tables and chairs (table linen available to hire on request)
- Use of Sopwell House gardens and grounds for photographs
- One complimentary suite with breakfast for double occupancy (i.e. bride & groom)
- Preferential accommodation rates for friends and family
- Free car parking

2024

Friday - £15,500
Saturday - £18,500
Sunday - £14,500

We do require a security deposit of £1,000.00 which can be refunded after the wedding providing that there have been no breakages, waste disposal or clean up charges.

We require a minimum of 10 bedrooms to be taken at preferential rates for the night of the wedding.

OUTDOOR CEREMONIES



Outdoor Wedding Ceremonies and Blessings are a great way for you and your guests to really make the most of the stunning grounds at Sopwell House.

The British weather means that for all outdoor weddings we require that you have a 'wet weather option' just in case.

Outdoor weddings are subject to availability and ceremony booking time.

The Gazebo - £500.00
The Walled Gardens - £1,000.00

Please note: The Walled Garden and The Gazebo are both open air ceremony options.

Wedding Ceremony - If you are having a Civil Ceremony at Sopwell House you will need to liaise directly with St Albans Register Office. Registrar's fees apply additionally to all ceremony fees. Sopwell House take care of the room set up and your guests but the Ceremony itself will be conducted by registrars. Please contact the St Albans Register Office directly. Call 03001 234045 or email stalbens.registrars@hertfordshire.gov.uk

BEDROOMS

All wedding packages* include a Bridal Suite for the newly married couple on the night of the wedding.

To book the Bridal Suite the night prior to the wedding so you can use it as a space to get ready in the morning then please speak to your Wedding Coordinator for the best available rates.

Should you wish to upgrade your Bridal Suite on the night of the wedding to a Mews Suite, there is a fee of £150.00 per room or £180.00 per room depending on category.



Please note these rates are not available on New Year's Eve or during the Festive period.

The Bride & Groom are liable for any bedrooms not booked within the agreed Group Wedding Rate allocation. Bedrooms included in the Wedding Rate are suitable for a maximum of two adult guests. Guests that require cots for babies and guests with children that require additional beds will be required to upgrade to larger bedrooms that have space to accommodate 3 beds. This upgrade and additional beds will be at a supplement cost. Guests with older/larger children may require 2 interconnecting bedrooms.

Please speak to our Group Bookings Coordinator about any of your guests' individual requirements; they will be able to allocate the best rooms for their needs.

RATES FOR GUESTS

We are able to offer a discounted 'Group Wedding Rate' for the night of your wedding only for a minimum of 10 bedrooms. You can give these to your guests on a first come first served basis or allocate as you wish.

Our Group Bookings Coordinator's contact details will be provided to you so you can pass these onto your guests for them to make their bookings. If you require more than 10 bedrooms please discuss this with your wedding coordinator.

Rates are based on a selection of our Deluxe bedrooms to give your guests a wonderful end to your special day.

We can offer the below rates for the minimum 10 rooms depending on the day of your wedding based on two people sharing a double room:

Monday - Thursday from £219
Friday & Sunday from £229
Saturday (& Bank Holidays) from £259

Please see terms and conditions.



Photo credits: Fresh shoot studios, Moirra London weddings, Samsara Weddings, and Nek Vardikos - New Vision Photography