

# **Terms and Conditions**

## 1. Exclusive Use

Elmhay Park is an exclusive venue; the Orangery, Walled Garden, and Italian Garden is let to you on a totally exclusive basis from midday on the day of your wedding until 11am the following morning.

# 2. Firework Displays

Fireworks may be permitted during certain times of the year through our recommended supplier only and must be reasonably quiet as noisy fireworks in the past have terrified our animals causing some injuries. Unfortunately we do not allow sky lanterns (Chinese lanterns) as these terrify our neighbours with thatched cottages and are a danger to our livestock on the estate.

### 3. Church/Civil Weddings

All arrangements for church weddings MUST be made directly with the church and civil weddings via Taunton and Somerset Registry Office. Elmhay Park has no obligation or liability for non-availability, changes or cancellation. We do ask that church and civil ceremonies are not held before 2pm without a prior discussion with our Wedding Team.

#### 4. Value Added Tax

All prices quoted are inclusive of VAT.

#### **5. Credit Card Payments**

All Major Credit cards are accepted including Amex.

## 6. Invoices

The venue balance is due for payment 1 month prior to your wedding day, with all other invoices also being due for payment 1 month prior. Changes may be made up until 2 weeks before the wedding and additional invoices / refunds will be arranged. Please note that any reduction within this 2 week period will not be refunded.

#### 7. RPI Increases

We reserve the right to increase prices for accommodation, catering and beverages after booking but only in line with the current RPIrates.

# 8. External Suppliers

We will not accept any responsibility for services or equipment hired/ordered by the bride and groom.

## 9. Cancellation

Should you wish to cancel your chosen day for any reason, all monies paid will be refunded if we are able to re-book the day for another wedding at full cost, less a 5% admin fee. We reserve the right to resell a date at a lower venue fee should you cancel. In the unlikely event that Elmhay Park becomes unavailable for your date or changes are necessary to the booking,

we undertake to notify you as soon as reasonably possible and will endeavor to arrange an alternative venue. If it is not possible to arrange an alternative venue acceptable to yourselves we reserve the right to cancel the booking and refund to you all monies paid to us. Elmhay Park will then have no further obligations or liability for non-availability, changes or cancellation.

# **10.** Accommodation

Garden House and Garden Cottage must be booked with Elmhay Park for the evening of your wedding. All other cottages will be held for you until 2 months before your wedding, at which point they will be released to other guests if not required by you.

# 11. Arrival and Departure

You will have access to the Bell Tower from 11:30am on your wedding day for morning preparations. Guests can check in to all other rooms from 1:00pm. We endeavor to ensure that guest rooms are available from 1pm, although on some occasions it may be slightly later. Guests are requested to vacate their bedrooms by 10.00am and the whole of Elmhay Village by 11.00am on the day of departure.

# 12. Catering and Bar

The wedding couple are requested to choose the same starter, main course and dessert for all guests from the menu selections. This excludes vegetarian and special dietary requirements. We reserve the right to change menus, wine lists and prices.

Our Fully Licensed Bar can either be a "Cash or Card Bar" or we can run a "Tab" to a Prepaid amount, or a "Prepaid Bar" @ £32.50 per head for both day guests and additional evening guests arriving after 6.30pm. This provides Unlimited Drinks, excluding Champagne, Sparkling Wine, Cocktails and Top-End Brands, from the end of the Wedding Breakfast or Speeches (whichever comes last) until 1.00am. This is only applicable to 100% of all adult guests.

We regret we do not cater for Infants who do not require a meal from our Wedding Breakfast Menu, however, a fridge and microwave will be accessible on request for parents to prepare their own food.