

## Weddings at the Porch House

Located in the heart of the Cotswolds in the historic town of Stow on the Wold The Porch House is the perfect venue for a boutique wedding. Boasting the title of Britains oldest Inn and with 13 luxury rooms we can accomodate 40 guests for a sit down wedding breakfast and have capacity for larger numbers of evening guests or for a less formal occasion.

Our packages are based on minimum spend requirements which allow you the flexibility to create a bespoke occasion tailored to fit your vision of the perfect wedding day.

### The Details

#### **Minimum Numbers:**

There are no minimum numbers – as long as the minimum spend is reached.

#### **Booking Procedure:**

If a date is available it can be held for 2 weeks, after 2 week holding period a 10% deposit needs to be taken and a contract agreeing to the minimum spend needs to be completed to secure the booking.

**Decorations:** Any decorations can be used that don't leave a mark on the building. All decorations would need to be provided by the Bride & Groom, including: place cards, table plan, favours etc and removed by 11am the next day.

**External Caterers & Drinks:** We do not allow any outside caterers (except wedding cake), corkage options are available on wine and champagne only.

**Events Manager:** An Events Manager will coordinate your wedding from the time of booking through to the running of the day itself. All elements of the event will be dealt with by one person and agreed to your specifications.

**Licensing Times:** Bar & Music must end by 12 midnight due to licensing. This includes residents of the Inn.

**Meetings Once Confirmed:**

- On Paying deposit – an initial chat will be arranged to ensure basic timings are accounted for and any logistical issues can be discussed in addition to an outline discussion of menus and drinks options.
- Two months before the wedding, final details meeting with wedding planner to go through all final arrangements for the day and menu choices.
- One month before the wedding a Menu tasting is completed (if having a sit down Wedding Breakfast only) the Menu should have been chosen at this time and the tasting is designed to try the menu for the day and sample wine options. Only one of each chosen dish will be served.
- Final payment must be made one month prior to the wedding day of the estimated total spend.

**Cancellation Charges:** Deposits are non-refundable, and cancellation charges are applicable.

**Accommodation:** All wedding parties must take the full allocation of bedrooms for the night of the event. Additional room nights cannot be guaranteed and will be available at the best available rate at the time of booking.

For more information or to check availability please contact General Manager James Rogers

(01451) 870048

book@porch-house.co.uk

## **Non-exclusive wedding**

A non exclusive use contract will offer you use of the Lounge, Dining room, Snug and Parlour from 12pm on the day of your wedding until midnight. Bedroom charges are included in the minimum spend amount.

Your party would not have exclusive access to the rest of the facilities, however, you are more than welcome to use the bar and garden throughout the day as required.

**Friday, Saturday £6,500**

**Sunday to Thursday £4,500**

## **Exclusive use wedding**

An Exclusive use contract would give your party use of the Porch House from 12pm on the day of your wedding until 11am the following day. The Conservatory, Pub, Lounge, Dining room, Snug and Parlour would be closed to the general public and may be used in any way that you wish. Bedroom charges are included in the minimum spend amount.

**Friday, Saturday and Sunday £10,000**

**Monday to Thursday £8,000**