

WEDDING ROOM HIRE RATES 2024

ROOM	CEREMONY ROOM RATE WEEKDAY/WEEKEND	RECEPTION ROOM RATE WEEKDAY/WEEKEND
Priory Hall	£535 / £585 (up to 100 guests)	£840 / £940 (up to 70 seated / 100 party)
Conservatory	£535 / £585 (up to 120 guests)	£1685 / £1935 (up to 110 seated / 140 party)
Hadsley Room	£335 / £365 (up to 40 guests)	£500 / £620 (up to 40 seated / party)
Fletcher's Lea	£665 / £725 (up to 200 guests)	£1725 / £1975 (up to 140 seated / 200 party)
Exclusive Use of the Priory Building -	£2850	Exclusive Use of the Priory Estate - £6000

Rates are inclusive of VAT at 20%

- Our Reception Room Hire rates (with the exception of Exclusive Use) include table linen (cloths and napkins),
- For Ceremonies ONLY - white chair covers can be hired for £1 per chair
- A professional sound system is available for hire at a charge of £30 if required.
- An LED projector and screen is also available for hire at a charge of £40 if required.
- Parking at Ware Priory is available for up to 55 vehicles but is dependent on how many other functions are taking place at the same time. A public pay & display car park is adjacent to Ware Priory in Burgage Lane.
- For evening events guests are expected to depart the Estate by 12 midnight unless an extension has been agreed and booked in advance. The extension fee is £250 per hour
- Please note the deposit and payment terms on the accompanying booking form.
- We offer Ceremony ONLY bookings Monday-Friday throughout the year. These may ONLY take place on a Saturday between June and September at the discretion of the Events Team .
- It is the responsibility of the couple to contact the Hertfordshire Register Office to make arrangements for their Ceremony to be held at the approved premises of Ware Priory - 0300 123 4045 / registrars.admin@hertfordshire.gov.uk
- There can be no marriage without the attendance of The Hertford Registrars representatives.
- Minimum bar spend is £500

CATERING OPTIONS

- It is a requirement of hire for Ware Priory that all celebratory events have catering for all guests in attendance.
- Ware Priory are pleased to recommend the services of Catering Partners - again sample menu options are attached, although each are able to provide a bespoke service.



- Ware Priory also offer a Dry Hire Option, which is available in Fletcher's Lea ONLY. Bookers are able to use a Caterer of their choice or cater for their own event for food service ONLY. There is a charge of £5 per guests in attendance for this option. Please see our separate terms and conditions.

Ware Priory, High Street, Ware, Hertfordshire, SG12 9AL

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