



# RIPLEY CASTLE WEDDING INFORMATION

*'Your dream wedding is closer than you think...'*

Ripley Castle is a perfect wedding venue, with a stunning location, spacious, elegant rooms, excellent cuisine and professional planners on hand to help you realise the Wedding Day of your dreams.

If you need any further information or would like to discuss any aspect of your wedding please call 01423 770152 or email [enquiries@ripleycastle.co.uk](mailto:enquiries@ripleycastle.co.uk).

We look forward to working with you to create your perfect Wedding Day.

Here is some information you will find useful:

## **SIZE OF WEDDING**

We have rooms available at Ripley Castle to host almost any size of Wedding. The maximum number of guests we can accommodate for your Wedding Breakfast in each room is:

### **CASTLE ROOMS**

Tower Room	40	<i>(By special arrangement only)</i>
Library	44	
Dining Room	16	
Morning Room	50	

We are able to accommodate up to 110 guests in the Castle for your Evening Reception  
Evening Refreshments are provided for all your additional guests.

### **EAST WING ROOMS:**

Long Gallery	120
Amcotts Room	80

We are able to accommodate up to 200 guests in the East Wing for your Evening Reception  
Evening Refreshments are provided for all your additional guests.



## **WEDDING CEREMONIES**

Civil Ceremony and Civil Partnership Licences have been obtained for the following rooms:

**CASTLE** The Library and the Morning Room

**EAST WING** The Amcotts Room

The charges to hold your civil ceremonies here at the Castle are as follows:-

Ceremony in conjunction with your Wedding Reception:	£900.00
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Ceremony only <i>(Table floral arrangement included in both packages)</i>	£2,000.00
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The above charges are not inclusive of the Registrar's fee.

All Ceremonies must be booked directly with Harrogate Registry Office – 0845 0349480.

Wedding Blessings / Renewal of Vows	£500.00
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## **OTHER INFORMATION:**

### **EXCLUSIVITY**

Ripley Castle is open to the public and also reserves the right to hold additional events. We will do our utmost to ensure that other events do not interfere with your day, however if you prefer you may hire Ripley Castle as an exclusive wedding venue for an additional fee of £7,000. If you would prefer us to close Ripley Castle and Gardens to the public on the day of your event is £10,000. This is an ideal way to secure access to all of the Castle, East Wing and Estate and guarantees no other events of any sort will be permitted on the day of your wedding.

### **HOUSE CHARGE**

We make a House Charge of £250 per event to cover the costs of administration, staffing and insurance required for external suppliers entering Ripley Castle.

This charge will be waived when we receive full payment of your pro-forma invoice 6 weeks prior to the day and provided you use suppliers from our Preferred Suppliers list.

### **PREFERRED SUPPLIERS**

The Ripley Castle Preferred Supplier list is made up of people we know and trust and have worked with us many times. They are fully aware of the logistics and idiosyncrasies of Ripley Castle Estate and as trusted suppliers are able to gain further access across the Estate.

Please note that family members would not be considered a preferred supplier.

### **MENU TASTING**

Our Castle Head Chef would be delighted to work with you to create your perfect menu, whatever that may be. Please note that dependant on ingredients and season this may incur additional charges.

In order to help you decide on your meal we offer a full menu tasting for £30 per person, to include your full 3-course menu and an appropriate glass of wine. Menu tastings may take place at either the Castle or the Boar's Head, our 25-bedroom coaching inn.

### **MENU SELECTION**

We request that one menu and wine selection is made for your whole Wedding party, though we are, of course, happy to make suitable provision for vegan and vegetarian guests and any guests with specific dietary requirements. If you have any special menu requests or requirements (For example, religious) we are more than happy to discuss this with you.

### **CORKAGE**

We are unable to offer the facility for corkage.

### **DROP OFF**

We ask you bring any additional items for your Wedding, such as favours and table decorations, at least 2-3 days prior to the day. A member of the Events Team will meet with you to ensure that your items are safely accepted and stored and to ensure that your instructions for their placing are understood.

There may be other events taking place on the days leading up to your day, therefore no access to Ripley Castle can be obtained prior to the day of your Wedding.



## **EXTERNAL SUPPLIER ACCESS**

Access to Ripley Castle by external suppliers is strictly from 9.30am on the day of your Wedding. External suppliers should call the Events Team on 07825414378 and can then gain access via the courtyard behind the Estate Office. We are unable to accept items from suppliers or store them prior to this time.

Ripley Castle will not be responsible for any items left overnight by external suppliers following your Wedding and recommends that all equipment is removed on conclusion of the event. Subject to this, any left items may be collected from the Estate Office, which is open Monday to Friday 9.00am-5.00pm.

## **PHOTOGRAPHS**

Ripley Castle has stunning mature gardens and some iconic backdrops that you are welcome to utilise for your formal photographs, as well as the interiors of the area in which you are holding your wedding. Please note that no access is allowed to other areas of the Castle or East Wing.

## **FIREWORKS**

We are required to post notice of the date and time of fireworks displays in the local area and therefore make an administration charge of £150 to cover the cost of advertising. Ripley Village is a residential area so we ask that your display begins no later than 10.30pm. For insurance reason, only professional firework companies may be used.

## **OUTSIDE CATERING**

We are happy to accommodate an outside caterer for your evening refreshments only. A site fee of £500.00 will be charged and we ask this food is served outside. Only food and beverages prepared and served by Ripley Castle or an agreed hired outside caterer are permitted.

## **CAKE**

When it comes to cutting your cake, we are happy to serve this with the evening refreshments. Please let us know if you wish to keep any of the cake and we will wrap it and make it available for you to take away with you. One cake only, please.

## **BAR**

We would be delighted to extend the opening times for your bar at a fee of £150 per additional hour.

## **CHILDREN**

Due to the historic and unique nature of the Castle's public rooms and decoration, we advise that unless they are part of the Bridal party, children under 12 are not invited.

Where you wish to include younger children you are asked to provide a crèche. Ripley Castle Estate or its staff cannot be held responsible for unsupervised children.



## **CARDS AND GIFTE**

At the end of your special day, gathering your cards and gifts is the last thing on your mind and you are welcome to leave them until the morning after and collect them with any other items that have been left behind between 9.30am-11.30am. Please call the events team on 07825414378 and they will be happy to allow you access and assist you with your collection.

## **SMALLER WEDDINGS AND WEEKDAY WEDDINGS**

We would be very happy to work with you to design exactly the event you have in mind. Please call us on 01423 770152 or email [enquiries@ripleycastle.co.uk](mailto:enquiries@ripleycastle.co.uk).

## **PAYMENT**

Your booking will be secured on receipt of your deposit payment and a signed copy of our Standard Terms and Conditions of Booking. Deposits are £1,200 for the Castle or £1,700 for the East Wing and are non-returnable.

Full payment for your Wedding is due six weeks prior to the date of the event.

Any remaining costs will be invoiced immediately after the Wedding.