

# Lantallack weddings

## Terms & Conditions

We like to think that we run a fairly relaxed set up here. However, for your security and safety a few ground rules have to be agreed.

### The Client:

The client is the person who signs the Booking Form. The client must be over the age of 21.

### The Premises:

The Premises includes Polly's Bower, Pippin Cottage, Lantallack House, the Cart Barn, the Pool Terrace, the Walled Garden, the Studio and all other buildings and grounds making up Lantallack.

### Exclusive Use

We are pleased to be able to offer the client Exclusive Use of Lantallack as per your package, including use of the gardens, Cart Barn, Wisteria Walk, orchards, outdoor heated swimming pool and car park for up to 45 cars.

### Civil Ceremonies

There are a number of locations within and around Lantallack that are licensed for civil ceremonies: the 17<sup>th</sup> century Cart Barn, the Wisteria Walk, Polly's Bower, the Morning Room and the Music Room. Please note that numbers of guests attending the ceremony are limited to the following:

- Cart Barn – 100 guests
- Wisteria Walk – 150 guests
- Polly's Bower – 18 guests

Please note we charge a laundering fee for the calico covers of £50

### Securing Your Date

Your booking at Lantallack is subject to your acceptance of our Terms and Conditions by signing and returning the Booking Form issued when your chosen date has been agreed.

### Payment Schedule:

To hold your date a non-refundable deposit of £1,000 is required and an invoice will be sent to you on acceptance of your booking. The following payment schedule should then be followed:

- The balance should be paid no less than four months before the wedding date.
- A damages deposit of £1,500 to be paid 2 weeks prior to the event.
- Overpayments will be refunded within one week of the event, subject to any charges that may apply.
- Please make all payments by cheque or bank transfer to either Lantallack Weddings or Lantallack Getaways (as requested on your invoice).

### Insurance Cover

It is necessary to take out adequate insurance to include all cost arising from cancellation or damage caused by you and your guests. Insurance protects you against various events that might occur during the build up to your wedding and during the wedding itself and is payable to the insurers direct (which ever one you choose). We can provide you with details or you can arrange your own insurance but you must provide us with a copy of your insurance certificate. **It is important to make sure that the insurers know the period for which you have booked Lantallack** and we ask that you take out the insurance as soon as you book the venue.

We also insist on £5m public liability cover (this might seem a large amount, but from £80 upwards with [www.events-insurance.co.uk](http://www.events-insurance.co.uk), for example, you will be covered for everything, from £5m public liability to loss of the wedding cake!).

### Cancellation Policy:

To cancel a confirmed booking you need to send in a written cancellation letter. Obviously the sooner we know about a cancellation the better. If we can re-book Lantallack for the same price as you booked it for then you would not be liable to pay the final payment. However if we could not re-book it then you would still be liable for the final payment.

As we insist on you having wedding insurance, things such as illness, death or unemployment would be covered. However just deciding not to get married would not be! If we need to cancel your booking, we will only do this if in unforeseen circumstances e.g. if Lantallack is unusable, then our liability will be limited to the extent of the monies you have already paid us, without interest.

### Damages, Loss and Injury

The owners of Lantallack shall not be responsible for any loss or damage or injury sustained by the Client or any other person, or any loss or damage to any property of the Client or any other person attending the Premises howsoever caused.

### Suppliers

All suppliers not on our Contact must have public liability insurance. For marquees and caterers £5,000,000 and all others e.g. photographer, florist, band etc. £2,000,000. All suppliers must complete and sign a Risk Assessment Form at least 1 month before coming to Lantallack.

### Alcohol

All Evening Receptions require a manned, formal bar set-up using one of our recommended bar companies. Last orders by 11.30pm.

### Occupancy of Cottages and Lantallack House

Any cottage may only be occupied by the Client, plus the other named persons in their party, submitted in writing/email prior to the wedding date. The maximum number of persons occupying each cottage, including the Client, is as follows:

Pippin Cottage = 6  
Polly's Bower = 2

For the avoidance of doubt, infants and babies count as persons. We reserve the right to refuse entry or evict those listed on the booking form if the number of persons occupying a cottage exceeds the maximum permitted numbers. This includes entertaining in a barn or on the Premises without prior written permission.

With regret we do not take children under 16 in the House or pets in any of the properties.

### Care of Lantallack

The Client is responsible for taking good care of the Premises, all accommodation and surrounding grounds. Should the Client or those occupying the Premises behave in such a manner that is not acceptable to civilized standards, we reserve the right at our discretion to ask the offending party to leave the Premises. The Client is responsible for making sure that all waste is cleared from Lantallack and the site is left clean and tidy – please liaise with your suppliers about this.

### Music and Amplification on the Premises

If you want loud music, Lantallack is not for you. All bands and musicians must be approved by Lantallack before they are booked.

We can help you find music makers, from jazz bands, acoustic guitarists or harpists, covers bands or even classical ensembles. **We do not allow Rock bands!**

All musicians are required to ensure that minimum disturbance is caused to our neighbours. Music is monitored throughout the event by a Sound Pressure Limiter and a Traffic Light System. Our PA system, which bands and DJ's must plug into, has an attenuated bass level. At least 3 months before the wedding, we ask that bands and DJ's liaise with Lantallack Weddings to discuss music, the positioning of speakers and sound levels.

At the commencement of entertainment, sound levels must be agreed with Lantallack Weddings and must not be increased at any time thereafter.

Live music can be played up until 11pm and sound levels will be monitored throughout the evening. All bands and DJ's must sign an agreement to adhere to the time and sound level conditions.

Between 11pm and finishing at 11.45pm, the volume of the disco or I-pod must be turned right down to a level agreed with Lantallack Weddings, so that you can hold a comfortable conversation, whilst still enjoying music in **the background only**. This complies with our Premises Licence. Please note that if your wedding is in the Hay Meadow, **all** music must end by 11pm.

It is important that the music (I-pod or acoustic) finishes by 11.45pm and we ask that all musicians and equipment leave the premises by 12.30am.

Please note that all bands and DJ's must have their own public liability insurance for £2m and all electrical equipment used must be PAT tested.

Please also note that we ask that friends or family members **do not** act as your DJ or band. If they do, they have to have full public liability insurance for up to £2,000,000, all electrical equipment has to be PAT tested and they cannot consume alcohol whilst operating at Lantallack. **We strongly advise that you use professional musicians only.**

We ask that you choose a band with a maximum of 4 members due to space and noise level control. We also ask bands for a Risk Assessment.

Microphones for speeches are not permitted.

### Marquees and Tipis

Marquee and Tipi weddings are most welcome with our recommended suppliers only.

### Smoking

We have a non-smoking policy in the cottages, barns and marquees. However, smoking is permitted on the lawn outside the marquee area, near the round wooden picnic tables and sand buckets are placed close to each one for cigarette butt disposal.

### The Swimming Pool

Permitted use of the swimming pool is **only** during the exclusive 2 or 3 night packages and for those guests staying in Polly's Bower and Pippin Cottage, but does not include the day of the wedding.

The swimming pool terrace is only available if it has been agreed that your ceremony is to take place in the old Cart Barn, when booking. No alcohol can be consumed in this area at any time. After the ceremony, the pool will be covered and the terrace closed to the client and their guests for health and safety reasons. The client is totally responsible for guests who choose to break this rule. Swimming pools pose risks, especially when alcohol is consumed.

### Confetti

Because of our eco-friendly credentials, we do not allow the use of confetti or metal stars either outside in the grounds or inside the cottages. Only biodegradable rose petals may be used as confetti, in outside areas.

### Fireworks or Chinese Lanterns

We do not permit firework displays or Chinese Lanterns at any time due to disturbance to neighbours and livestock.

### Parking and Taxis

Guests are welcome to leave their cars overnight in the car park provided. All vehicles are left at their owner's risk. **All taxis must be ordered to pick up by, or before, midnight.**

### Food and Drink pre Ceremony

If clients are holding a wedding ceremony at the Premises, no food or drink may be served in the area where your Civil Ceremony is to take place, up to one hour beforehand. This is laid down in statute and not by the proprietors.

**Please note that Lantallack reserves the right to update the Terms and Conditions without prior notice.**