



## Garden's Marquee

The Gardens Marquee is for hire with a capacity of around 80 people, it has a seating capacity for around 50 people

It is heated with overhead heaters, but please bear in mind that it is an outdoor venue & that you should dress appropriately (we cannot guarantee what the great British weather will throw at us)

The toilets are situated in the main building.

There is a dedicated bar (Th'orse Box) inside the Marquee, serving a selection of bottled beers, ciders wines, spirits & soft drinks. We now have a draught bar in the marquee serving a selection of draught beers / lagers, whilst we have a full range of draught ales, ciders & lagers available from the main bar inside the pub.

We offer hot buffet choices served from the Gardens Shed or you can choose from our regular buffet menu.

Due to the Marquee being located close to residential properties, excessive noise is not permitted, and the council has deemed that live bands and DJ's are also not permitted.

We do have a sound system that is linked to Spotify that we can play music through at a level as to not upset our neighbors. We need to control the noise levels played through our sound system and

**Music must be turned down to background level at 9pm.**

We reserve the right to close the party down if the noise levels are not adhered to, or if our staff are not treated with respect.

The hire cost is £350, however if you are purchasing your buffet from us (minimum order £250) then the hire fee is reduced to £100.

The buffet / hire cost is to be paid 1 week in advance of the event and at this point will be non-refundable.

A £100 non-refundable deposit needs to be paid at the time of the booking & this can be repaid back to you the day after the event on the basis that all the booking conditions have been met.

We have a prosecco tower and can offer a decoration service (Balloons etc.) for a further charge, dependent on your requirements.



Email [info@woodhousegardens.co.uk](mailto:info@woodhousegardens.co.uk)

## Marquee Hire Agreement

Please note that the Marquee must be left in a clean & undamaged condition and the following terms of hire must be met for your £100 hire deposit to be returned to you.

The use of confetti decorations is not allowed, neither is the use of fireworks (baby showers etc.) Should you wish to put banners or balloons up, this needs to be done on the metal beams only, with the use of blu tack or removable non damaging hooks.

Under no circumstances should you bring any drinks with you. All drinks must be purchased from The Woodhouse Gardens.

Your deposit can be refunded back to you the day after the event, either in cash or repaid onto your card, assuming the hire conditions are met.

Failure to comply with the hire conditions would disqualify you from receiving your deposit back.

## Catering

If you are catering your own function in the Marquee, please be aware that you are responsible for bringing your own food, crockery, utensils, tablecloths etc. Unfortunately, we are not able to store or heat food for you.

**You are responsible for the health & safety of your guests** with regards to the food that you bring with you regarding allergens and the amount of time that the buffet is left out (Environmental Health Office recommend that chilled items should not be left out of the fridge more than 4 hours) after this they should be disposed of.

You are also responsible for the clearing away of all plates, cutlery, disposables that you have used along with any leftover food into black bin bags.

## Bouncy castle hire

You may be able to hire a bouncy castle, providing that it fits in the designated space 3.5m\*3.5m (please make sure that it fits when making your booking)

The Woodhouse Gardens management and staff are not responsible for the health & safety or management of this equipment.

It will be your responsibility to ensure that only children from your party use this facility.

*Signed on behalf of the hirer*

Name (please print).....

Signature.....