

TYTTENHANGER PARK



Civil Weddings

Civil Partnerships

Wedding Receptions

Conferences & Events

THE TEAM



© Dale Cherry

THE BALLROOM



© Dale Cherry

WEDDINGS AT TYTTENHANGER PARK

Thank you for your interest in using Tyttenhanger House and Park for your Wedding Celebration. During your time here you will be provided with the sole use of the venue. We hope that you will enjoy your day here and we will be pleased to accommodate most requests.

ORIGINS OF THE NAME

Early maps show the house & gardens and refer to it as simply “Tittenhanger”.

The manor of RIDGE or TYTTENHANGER (Tidehangra, Thederhanger, xiii cent.; Titenhangar, xiv cent.) was probably part of Shenley which is set down in the Domesday Book (1086) as lying in Cashio Hundred and belonging to the abbot of St. Albans. Later it became the manor of Ridge, or Tyttenhanger.

ABBOTS OF ST ALBANS

It is said that the estate of Tittenhanger was given to the Albiny family by William the Conqueror as a grant, and that Richard Albiny made donations to the Abbey of St Albans around 1119.

Around 1308 Abbot Hugo de Eversden acquired about a hundred acres of land here from John de Rammesden. The abbots continued to reside at Tittenhanger until in 1340, when Abbot Michael Mentmore demolished the house, selling the materials to pay for the move to the more remote manor of Bradway. He is noted to have been the first to die from the Black Death at the Abbey, in 1349.

The mediaeval Tittenhanger house was started by Abbot John de la Moot (1396–1401), and completed 10 years later by his successor Abbot John de Wheathampstead.

DISSOLUTION OF THE MONASTERIES

Sir Thomas Pope, though not a regular commissioner for the suppression of the monasteries, received the surrender of St. Albans from Richard Stevenache on 5th December 1539. In 1547, Henry VIII granted the estate to him. Thomas Pope died without heir in 1559, during another epidemic at his house in Clerkenwell. His third wife survived him and lived at Tyttenhanger until 1593 when she also passed away. The estate passed to her brother's son, Thomas Pope Blount, who was knighted by James I at his accession in 1603.



Thomas Blount's elder son succeeded him in 1639, and died a bachelor 15 years later, so the House fell to the younger son, Sir Henry Blount. Sir Henry had become famous due to his travels, and had been knighted in 1640. When he acquired the property he retired from his travels and required a more contemporary residence. He pulled down the existing house and built the present one in about 1654.



Fronting onto the South lawns are the East and West wings and the Garden Entrance. Historically it was the South Front that was the main entrance but in the 18th Century, like many other Country Houses, it was turned round so that the Private Gardens were on the South side and the Public Entrance was moved to the North.

The East Wing contained the staff and household areas including the Kitchens, The West Wing caught the best part of the day and was the Drawing Room, which left the central areas for the Hallway, Reception and Parlour. During the modifications the Hallway and Reception were combined to provide a larger space.

PARLOUR / BAR

The Parlour has served several functions since it was first created including use as a Library. Currently it is licensed for Civil Ceremonies (up to 35 guests) and also functions as the Board Room or Bar.

Recently it featured in the TV series "Best of Times" when a few scenes in the Solicitor's offices were filmed here.



RECEPTION HALL

This is the principal South facing room. It is licensed for Civil Ceremonies up to 50 persons seated, plus 10 standing in either Theatre style or "in the round" for a more informal arrangement. It provides the principal access onto the South Lawns and contains some family portraits including Sir Thomas Pope who was granted the property by Henry VIII.

The room can also be used for formal dining and will accommodate 60 persons.

BALL ROOM

The Ballroom, originally the South West Drawing Room, is light and airy with windows both South and West. It has been opened up and redecorated as part of the continuing maintenance programme.

The ballroom has been licensed for Civil Ceremonies (up to 85 persons) and has lively acoustics making it easy to hear at the back. The polished oak floor is well suited for ballroom dancing, jazz groups and discos.





STAIRCASE



One of the principal Architectural features in the building is the Main Staircase. It has many photographic opportunities with its carved and polished oak balustrade, stained glass Heraldic designs and the historic family portraits of the previous family residents.

On the 1st floor half-landing is Sir Henry Pope Blount who built the current house circa 1654. Philip Yorke the 1st Earl of Hardwick and Philip Yorke the 3rd Earl are present in their formal attire.

The heraldic designs trace the family heritage from the Blount family, through the Pope Blounts and the Freemans, up to the Yorkes.

SOUTH LAWN

We encourage guests to use the South Lawns for either typical Country House games like Croquet or for activities that reflect their interests such as Crazy Golf, Falconry displays and BBQ parties.

There are of course practical limits and some activities require adult supervision such as Bouncy Castles and Archery. Ball games are usually discouraged.



MARQUEE

People usually ask how many we can accommodate in a marquee. The answer is inevitably "How long is a piece of string".

On the South Lawns we have had parties for 50 guests in our Party Tent.

Larger marquees with pleated linings come in a range of sizes (normally 3m modules) and various styles (white clear-span, traditional with central support(s) and oriental styles.

We normally suggest 100 guests in a 9m x 12m marquee or up to 250 guests in a 12m x 27m marquee. This allows for the Ballroom to be used for Dancing, Discos & Live Bands. The event then becomes a large Country House style event.

The Orchard Lawns can accommodate marquees 15m x 36m long. Cook Tents are extra.



All prices are subject to confirmation on Booking.



BESPOKE PRICE LIST: 2012

Our Price list is based on the use of the venue, and your exclusive use.

<i>Ground Floor Suite</i>	<i>£ 1250.00</i>
<i>(Main Reception, Parlour, Reception Hall)</i>	
<i>Ball Room</i>	<i>£ 350.00</i>
<i>Provision of Ceremony Facilities</i>	<i>from £ 350.00</i>
<i>Extended use of the Front Lawns</i>	<i>£ 500.00</i>
<i>Provision of Marquee Services</i>	<i>from £ 350.00</i>
<i>Marquee Hire + cook tent (for 120 persons)</i>	<i>£ 3,500.00</i>
<i>(includes Pleated Linings, Coco Matting, Tables & Chairs) (excludes Decorations, etc.)</i>	
<i>For other sizes a separate quotation will be provided</i>	
<i>Service Charge (per person) - Min 60 Guests @ 12.50 each</i>	<i>£ 750.00</i>
<i>Service Charge (per person) - Additional Guests</i>	<i>£ 10.00</i>
<i>(provides a 5% discount on pre-sale of drinks for wedding Breakfast)</i>	
<i>Catering (per person)</i>	<i>from £ 32.95</i>
<i>(See Menu Options)</i>	

All prices are subject to confirmation on Booking.



PACKAGES: 2011

MORNING CEREMONY

Ceremony Coordination for up to 35 guests

Hire of Ground Floor Suite, with Ceremony in Reception Hall

Drinks on the South-Front Lawns, including:

- ❖ *2 Glasses of Sparkling Wine
Orange Juice / Mineral Water,*
- ❖ *Canapés*

Starting from £ 2,850.00

AFTERNOON CEREMONY & RECEPTION

Hire of Ground Floor Suite, with Ceremony and 60 Guests

Ceremony in Either Reception Hall or Ball Room

Drinks on the South-Front Lawns, including:

- ❖ *2 Glasses of Sparkling Wine / Orange Juice / Mineral Water*
- ❖ *Canapés*

Fine Dining in the Reception Hall from Menu 2, including:

- ❖ *Half a bottle of house wine per person and Soft Drinks*
- ❖ *1 Glass of Sparkling Wine for the Toast*

Ball Room for evening dancing.

- ❖ *Evening Reception: 60 guests with Finger Buffet*
- ❖ *Cash Bar for evening guests.*

Starting from £ 6,750.00

All prices are subject to confirmation on Booking.



PACKAGES: 2012

THE BRIDE & GROOM 120 +30 - FULL DAY

Hire of Ground Floor Suite, with Ceremony and 85 guests in the Ball Room

Drinks on the South-Front Lawns, including:

- ❖ 2 Glasses of Sparkling Wine / Orange Juice / Mineral Water
- ❖ Canapés

Hire of the Front Lawns with 12m x 15m Marquee

- ❖ Wedding Breakfast from Menu 2: 120 guests seated with Waiter Service
- ❖ Menu 2
- ❖ Half a bottle of wine per person and Soft Drinks
- ❖ 1 Glass of Sparkling Wine for the Toast

Ball Room for evening dancing with additional 30 guests.

- ❖ Evening Reception: 150 guests with evening Finger Buffet
- ❖ Cash Bar for evening guests.

Starting from £ 15,950.00

THE BRIDE & GROOM 240 - FULL DAY

Hire of Ground Floor Suite, with Ceremony and 85 guests in the Ball Room

Drinks on the South-Front Lawns, including:

- ❖ 2 Glasses of Sparkling Wine / Orange Juice / Mineral Water
- ❖ Canapés

Hire of the Front Lawns with 12m x 24m Marquee

- ❖ Wedding Breakfast: 240 guests seated with Waiter Service
- ❖ Menu 2
- ❖ Half a bottle of wine per person and Soft Drinks
- ❖ 1 Glass of Sparkling Wine for the Toast

Ball Room for evening dancing.

- ❖ Evening Reception: 240 guests with evening Finger Buffet
- ❖ Cash Bar for evening guests.

Starting from £ 24,250.00

All prices are subject to confirmation on Booking.



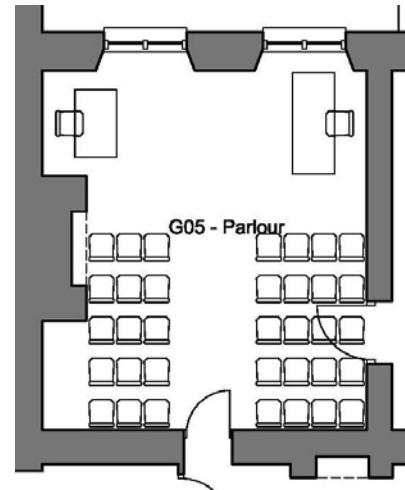
PARLOUR

CIVIL CEREMONIES

The Parlour is licensed for Civil Ceremonies up to 35 Guests, in theatre style. However, for slightly smaller numbers it can be arranged "in the round" for a more informal occasion.

As with all ceremonies, it is not possible to serve food or alcoholic refreshment before the ceremony, and guests are not allowed to bring refreshments into the room.

However we do encourage Brides to personalise the Ceremony, how they will enter the room (timing may be critical) and what activities are appropriate as well as reflecting on their personal interests.



LOUNGE BAR

When the Parlour is not being used for ceremonies it is set up as either a conference room or as the Lounge Bar for general events.

We provide a reasonable range of refreshments, which are listed on the current Bar List. The selection of wines has been designed to illustrate a broad cross section of Reds, Whites, Rose and Sparkling. We would recommend the House wines for general occasions, with the other varieties being selected for fine dining or in the evening. We would be happy to advise on a selection.

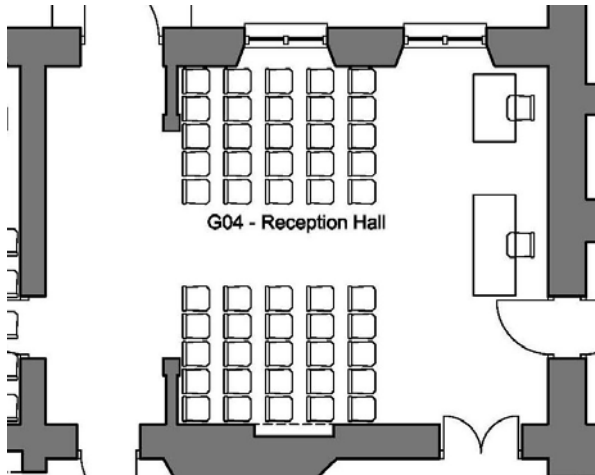
For general reception drinks we suggest either a champagne or sparkling wine for most adults, and either a Nursery Buds Fizz (made with Ginger Beer) or our own creation the Apple Tease (which resembles a Traffic Light, but based on Apple Juice)

We provide real ale from the Tring Brewery and from their regular and seasonal selections there is usually something to please most guests ranging from the regular Malt Bitters to the Hoppy Blonde beers and the exceptional Darker Ales.





RECEPTION HALL



CIVIL CEREMONIES

The Reception Hall is licensed for 60 guests, 50 seated, plus 10 standing. This room has the older portraits and in particular Thomas Pope who acquired the estate from Henry VIII towards the end of his reign. It has a quieter, more respectful ambience.

Compared to the Parlour and Ballroom, the Hall is more formal. Floral and Candle decorations with or without artificial lighting and the ambience of a Harp or String Trio can modify the overall atmosphere.

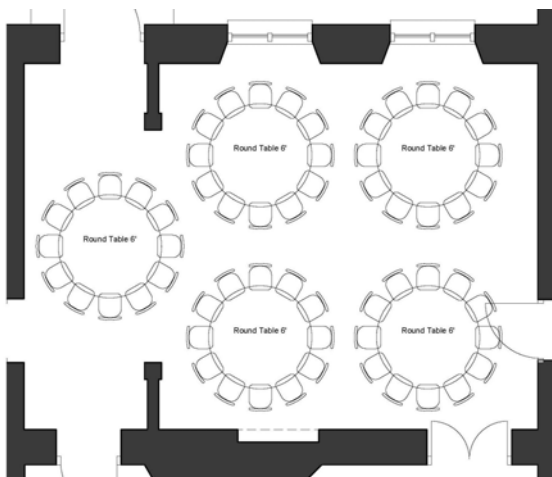
FINE DINING

We can provide several examples of table plans, but you will need to advise us how you would like to arrange the size of the tables and number of guests on each table. This flexibility enables you to arrange guests more effectively.

Table of tables:

3ft round.....	Cake table	4ft Trestle	2 guests
4ft round	Display table	6ft Trestle.....	3 guests
5ft round.....	8 guests	6ft + 4ft + 6ft	Regular Top Table
5ft 6in round	10 guests	3x 6ft.....	Large Top Table
6ft round	12 guests		

We normally suggest an allowance of 2 place settings to accommodate wheel chairs. Ambulant Disabled should be allowed 1.5 place settings.





BALL ROOM

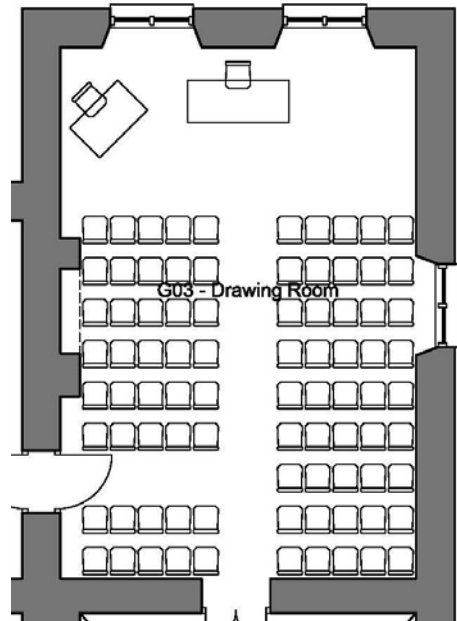
CIVIL CEREMONIES

The Ballroom is the most popular room for Ceremonies, whether they are large or small. The bright airy space and wooden floor make it much easier to hear the formal declaration of vows as they are exchanged.

We normally suggest that ceremonies take place earlier in the day, about lunch time, to give everyone time to assemble and still leave a good part of the rest of the day for the guests to mingle and enjoy the entertainments.

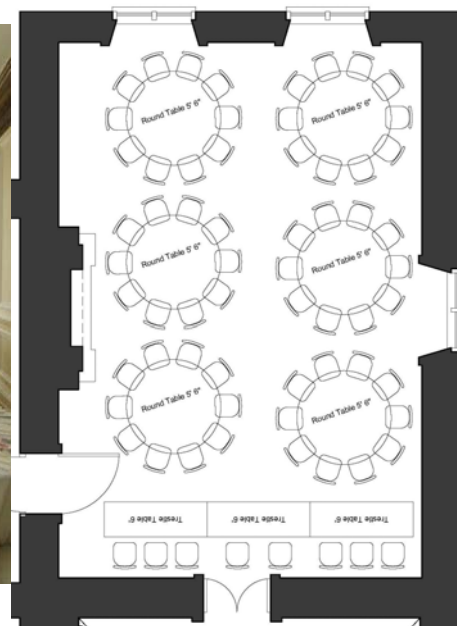
Tyttenhanger Park is a private venue, and we only host one event at a time. This enables you to be sure that there will not be any other Brides completing for photo opportunities or accidental meetings in the washrooms, bars or gardens.

Equally, the Best Man & Head Bridesmaid can quickly spot any uninvited guests. Our staff will do their best to ensure that your privacy is maintained.



FINE DINING

The Ballroom is on the South West corner of the building and catches the sun throughout the afternoon and into the evening. After the formal meal, the room is usually cleared for the Disco, Live Band or evening entertainments.





SOUTH LAWNS & MARQUEES

SOUTH LAWNS

The South Lawns include the lawn areas immediately outside the South and West of the House. Additional use of the South Orchard Lawn is reserved for larger Marquees, and is occasionally used for inter-office Badminton, Football and other sporting competitions.



MARQUEES



All larger Marquees are arranged specifically for the Event. This ensures that you have the appropriate size for the number of guests. The Clear-Span Marquee is most popular, but we also have suppliers for marquees with central supports and with more ornate linings and decorative finishes.

We also have a general "Party Tent" for more casual events that can sit 50 guests. Generally we recommend that a Dance Floor is not required in the Marquee because most guest prefer to use the Ballroom. However we can provide a dance floor in the marquee and relocate the Bar there as well.









MENU 1: 2012

£32.95 PER PERSON

Nuts, crisps and olives



Selection of bread rolls and butter



Roasted tomato and blue cheese with Beluga Lentils and Apple Chutney

Medley of Melons with a Mango Salsa

Beetroot Gravlax with a sweet and sour dressing



Supreme of Chicken filled with a carrot and Boursin puree

Slow roasted Belly of Pork with Butterbean

Roasted Thai spiced Salmon with a Lemongrass and Lime leaf sauce

Pot-roasted Shanks of Lamb with Rosemary

The above dishes come with the appropriate vegetable & potato to suit the dish



Eton mess

Bread and Butter pudding laced with Chocolate

Sherry Trifle



Coffee and Mints



The same dish for each course must be selected for all guests, except for special diets or vegetarians (vegetable and tofu skewers with a blue cheese dressing or Tuscan white bean salad or nut Wellington)



MENU 2: 2012

£39.35 PER PERSON

Reception Canapés



Rustic breads with olive oil and balsamic vinegar



Smoked Salmon Rillettes with pickled beetroot pea shoots

Aromatic Duck salad with spring onions and a spaghetti of carrot

*Cherry Bell Pepper with roasted Mediterranean vegetable bound
with a soft goat's cheese, garnished with red pesto*



Roast Fore Rib of Beef with Yorkshire pudding & flowers of horseradish and tomato

Corn fed Breast of Chicken with porcini 'café au lait'

Confit of Lamb with a salsa verde

Sautéed fillets of Sea Bass with Escabèche sauce

The above dishes come with the appropriate vegetable & potato to suit the dish



Chocolate and Grand Marnier ganache terrine with poached kumquats

Summer pudding with clotted cream and a raspberry coulis

Caramelised banana with Banoffee crème brûlée



Coffee and petit fours



Included in overall prices;

*White tablecloths and white linen napkins, cutlery, crockery, waiting staff and VAT.
(Coloured linen available at an extra cost)*

*Please do not feel restricted to the suggested menu,
we will happily discuss menu options.*



FINGER BUFFET: 2012

£9.99 PER PERSON

CHOICE OF 6 ITEMS

Fresh assorted sandwiches

Chicken goujons

Vegetable samosas

Sausage rolls

Tortillas with a three cheese dip

Satay chicken sticks

Slices of quiche

Cherry tomato and mozzarella picks

Stir fried vegetable tartlets

Cocktail sausages

Crudites with a guacamole dip

Farmhouse pork pie quarters

Cheese and pineapple sticks

Prawn skewers

Vegetable spring rolls

Scotch eggs

Fresh fruit

Chocolate bites



ALTERNATIVE CATERING: 2012

HOT BUFFET £24.65 PER PERSON



COLD BUFFET £26.20 PER PERSON



CANAPÉS (MAIN SERVING) £22.40 PER PERSON



TAPAS (MAIN SERVING) £22.40 PER PERSON



BARBECUE £22.65 PER PERSON



HOG ROAST (75 PERSONS) £21.90 PER PERSON



Wine List 2012

THE WHITES

Ca'di Ponti Nero d'Avola, Sicily, Italy £11.20

Louis Alexander Fresh White, Gascogne, France £12.20

Cool, crisp and refreshing, this blend of Colombard and ugni Blanc is a perfect wine for drinking on its own. There's plenty of ripe, green fruit aromas and flavours, such as lime and crisp apples, with a zingy mouth-feel and a clean finish.

Folino Capito Pinot Grigio, Venezie, Italy £16.10

This is a bright, zesty and fresh style - a true classic Italian Pinot. Full of crisp green apples and lively citrus, it makes a perfect refresher for any occasion.

One Chain Chardonnay, Eastern Australia £13.60

Elegant oaked chardonnay from Australia with wonderful tropical fruit flavours interwoven with toasty oak

Largesse Sauvignon Blanc, Languedoc, France £14.70

With the exception of Alsace, the southern regions of France are really the only regions to label wines by grape type. Largesse produce a fabulous varietal range, this Sauvignon is a prime example.

Fault Line Sauvignon Blanc, Marlborough, New Zealand £16.50

New Zealand benefits from the most sunshine of any wine growing country, without the extreme heat that "cooks" the fruit in other parts of the world. A pure and vivid Sauvignon with fresh, crisp gooseberry, kiwi and passion-fruit flavours.

Luis Cañas Cañas Rioja Blanco, Rioja, Spain £19.90

Rioja is split into three areas: Alta, Alavesa and Baja. Most Riojas are blended from all three as many bodegas buy fruit from across Rioja. A fruity and refreshing style of white Rioja. The barrel fermentation adds the vanilla and subtle spice aromas, with ripe citrus flavours and a crisp finish.

Macon Loche Domaine Perraton, Burgundy, France £26.00

The most striking feature of Christophe and Franc Perraton's wines is their stunning consistency. The immaculate cellars and vines give a stunning Macon Loche, full of crisp grapefruit and a smooth, creamy feel.



Wine List 2012

THE REDS

- Ca'di Ponti Nero d'Avola, Sicily, Italy £11.20
The unique combination of the Sicilian climate and soils create the perfect conditions. Deliciously fruity, with ripe black cherry and plum fruits, a hint of spice and some gentle smokiness. Well balanced, with a fresh feel and smooth finish.
- Louis Alexander Red, Vaucluse, France £12.20
A delicious medium to full bodied red with luscious plum and strawberry fruit on the palate. Soft, fruity and very drinkable, yet serious enough to accompany food.
- Emiliana Merlot, Rapel Valley, Chile £12.70
The largest of the fine wine areas, Merlot is one of the stars of the Rapel. You will see the name Colchagua on many Rapel wines, which is a small high quality sub-region towards the coast. Dense and dark Merlot, packed with blackberry and plum fruit flavours. The nose has a peppery, herbal edge and the palate shows dark cherry with hints of mocha.
- Nostros Reserva, Cassablanca Valley, Chile £15.00
A fruity yet elegant Pinot with fresh black cherry and raspberry flavours, hints of vanilla and floral notes. Rich and smooth, without becoming jammy.
- Foundstone Shiraz, South Eastern Australia £19.30
The nose offers up abundant ripe blackberry and plum along with toasty sweet oak. The palate is generous and concentrated showing blackberry, black cherry and plum flavours.
- Vega del Rayo Vendimia Seleccionada, Rioja, Spain £16.30
Six months in American oak adds a subtle, smoky vanilla note to the ripe plum and cherry fruit in this rich Rioja. Sourced from old, low yielding vines for extra concentration, this is a delicious, modern style.
- Alamos Malbec, Mendoza, Argentina £19.10
Deep, dark violet colour with blackish inky tones. The nose offers rich blackberry aromas with light notes of violets and vanilla. The mouth-feel is full, yet soft, with ripe, concentrated dark berry fruit flavours.
- Chateau la Pradelle, Bordeaux, France £20.60
Spicy, cedarwood aromas with smooth, blackcurrant and plum flavours blend into a slightly creamy finish with well balanced tannins.
- Familia Zuccardi, Mendoza, Argentina £20.70
Ripe, wild strawberry fruit on the nose, overlaid with hints of mocha and toasty oak. Silky smooth flavours, with juicy yet elegant violet tinged strawberry fruit.
- Lui Cañas Cañas Rioja Reserva Rioja, Spain £34.40



Wine List 2012

THE ROSES

Casa Defra Pinot Grigio Blush, Venezie £13.90

Casa Defra source all their fruit from DOC and DOCG classified areas - which undergo annual analysis to verify the quality of the vines. Crisp and refreshing, subtle raspberry and strawberry aromas lead into fresh cherry flavours. Crisp, elegant and very moreish!

Oveja Negra Rose 2007, Central Valley, Chile £15.30

A bright and lively cherry red color. Expressive with strawberry apple and rose petal aromas. Medium bodied with fresh red berry and tropical fruit flavors. Dry finish.

Boutinot, Les Cerisiers, Côtes du Rhone £22.40

A pale, very elegant rose with a lovely soft texture; delicate fresh red fruit flavours combine with the aromatic herbs of the Southern Rhone.

SPARKLING WINES

Moutard Brut Grande Cuvee, Champagne, France £40.30

A delicious style, using fruit from Moutard's own vines in the cotes des Bar in Southern Champagne. A perfect balance of fresh citrus and rich biscuity notes.

Veuve Fourny et Fils Blanc de Blanc, Champagne, France £51.10

A top Champagne from a 1er Cru vineyard. Blanc se Blanc Champagne is made using only Chardonnay grapes, giving the Champagne a crisper taste and aroma, with citrus and stone fruits.

Deinhard Lila Riesling, Mosel, Germany £21.00

This is a delicious light, clean and delicate fizz, with fresh pear and citrus fruit flavours. The Deinhard winery is situated in Koblenz, at the cornerstone of the fine Mosel and Rhein wines.

Prosecco – San Marco, Italy £20.40

Prosecco – Ongaresco, Italy £28.70

We also can obtain a large range of Grand Marque champagnes such as Moet & Chandon, Veuve Clicquot, Lanson, Pol Roger etc...please ask for a quotation.



Bar Drinks & Snacks

BEERS & LAGERS

We stock a range of Bottled Beers and Lagers on a regular basis

On request we serve Real Ale from Tring Brewery who provide a good selection of regular ales as well as Seasonal Specials. There is a minimum £30 Bar Charge per barrel.

SPIRITS & WHISKY

A standard range of Spirits is available from the Bar, please ask for a Bar List to confirm the regular items, spirits that are not normally in stock may be requested.

We have a reasonable range of Single Malt Whiskeys that illustrate the wide differences between Highland and Island styles.

COCKTAILS & MIXED DRINKS

Please ask the Barman for a description of the Cocktails available. We also serve a Tyttenhanger Special, the "Apple Tease" which is non-alcoholic and resembles a "Traffic Light", served in a frosted Martini Glass for adults, or a Collins Glass (or plastic) with a twist of Lemon or Lime. It is ideal for both children and adults.

Mixed Drinks can be requested in single or double measures, however the more potent varieties such as Snake Bite and Depth Charges, will not be served.

BAR TABS & BRIDES DRINKS

We either provide a separate area behind the bar for wines pre-ordered by the Bride that can be served to the guests, or run a pre-paid tab for the Bride. At the Bride's discretion it may be limited to Wines, Beers and Soft Drinks.



Terms & Conditions

1 DEFINITION

“**Client**” refers to the person or organisation making the booking. “**Tyttenhanger**” refers to Tyttenhanger House and Park. “**Contractors**” refers to External Contractors and Service Providers who provide goods and services to the Client and Tyttenhanger for the purpose of the Event. Contractors are separate from Tyttenhanger Staff and Management. “**Event**” refers to goods and services provided by Tyttenhanger as described in the contract, together with those provide by Contractors and the Client.

The Client is required to provide a nominated “**Representative**” who will be present and able to act at all times on the Client’s behalf and coordinate with Tyttenhanger on the whole day of the Event and up to 1 hour after the Event has closed. This is to ensure that any actions can be taken immediately during the Event to ensure its correct functioning, and all goods are removed at the end of the Event.

2 CONFIRMATION

A provisional booking for your Event is held for 14 days. The Client will be contacted during this time to advise Confirmation or Cancellation of the booking. On verbal confirmation during this time a further 7 days is allowed for Tyttenhanger to receive Written Confirmation and a Deposit. A provisional booking puts neither party under any obligation to confirm the Event.

During busy periods (around Open Days & Fayres, etc.), a provisional booking will not be accepted and only the full booking will be effective. We apologise for the uncertainty, but it can only be fair to the majority where provisional bookings can be cancelled and an other Client is disadvantaged.

3 CONTRACT & DEPOSIT

When the Client confirms a booking in writing and payment has been accepted, then a Contract is deemed to exist. The Deposit is non-refundable and required to be paid when the booking is confirmed.

4 AMENDMENTS OR CANCELLATION BY CLIENT

The number of guests must be agreed at least 2 months prior to the Event. No charges will be made for a reduction in numbers of less than 5%, provided that they are received in writing at least 14 working days before the Event

Any Cancellation or Postponement must be confirmed in writing. Tyttenhanger will retain the Deposit. If Tyttenhanger cannot re-let the date, the Client will be liable to a Cancellation Fee chargeable up to a maximum of 100% of the Total Anticipated Charges.

<u>Period of Notice</u>	<u>Cancellation Fee</u>
More than 6 Months	No Charge (lose deposit only)
Between 4 and 6 Months	25%
Between 2 and 4 Months	50%
Between 1 and 2 Months	75%
Less than 1 Month	100%

5 AMENDMENTS OR CANCELLATION BY TYTTEHANGER

- 5.1 Should Tyttenhanger for any reason beyond its control, need to make any amendments to your booking, we reserve the right to offer an alternative choice of facilities.
- 5.2 Should the Client make any significant change to the Event or the number of guests, this may result in amendments to the rates and / or facilities offered by Tyttenhanger. This includes extra guests, or Contractors, entertainment, food and drink that are provided, required or appear during the Event.
- 5.3 Tyttenhanger may cancel the booking and / or terminate the contract due to any of the following:
 - If the Event might in the opinion of Tyttenhanger, prejudice the reputation of Tyttenhanger.
 - The Client is more than 30 days in arrears of previous payments.
 - If Tyttenhanger becomes aware of any alteration in the client’s financial situation.
- 5.4 Tyttenhanger will not be liable for any failure to provide or delay in providing goods and services as a result of events outside its control.

6 CHARGES AND PAYMENTS

- 6.1 A Deposit of £500 must be paid on confirmation.



Terms & Conditions

- 6.2 A Damage Deposit of £500 or 10% of the total charge (whichever is the greater) will be added to the total charge and will be returned after the Event, less any deductions notified to the Client for Damages and Excess Charges.
- 6.3 **6 Months** - An initial meeting will be arranged as soon as possible, to discuss Contractors, Menus, Notices and general arrangements. A follow-up meeting to confirm arrangements for the Event will be arranged 6 months in advance, at this point 25% of the Total Anticipated Charges must be paid.
- 6.4 **4 Months** - A meeting to confirm any external contractors (see 8.1), catering and marquee arrangements, will be held 4 months prior to the Event, at this point 50% of the Total Anticipated Charges will be paid.
- 6.5 **2 Months** - The balance of the Total Anticipated Charges must be paid 2 months prior to the Event.
- 6.6 Prices quoted may vary up to 3 months before the Event. After this, prices may vary where they are outside the control of Tyttenhanger, including the Chancellor's Budget, Value Added Tax, and Excise Duty. With especial regard to pre-payment of drinks, specific prices and range can only be secured when payment is made.
- 6.7 Payments by cheque should be made to "Tyttenhanger Park". Please allow sufficient time for both the banks and us to process the cheques. Details for Internet banking and direct credits to our bank account are available.

7 DAMAGE AND EXCESS CHARGES

- 7.1 The Client agrees to take reasonable precautions not to damage nor injure Tyttenhanger property and staff. The Client is responsible for the actions of their guests and Contractors for any such damage. Any damage will be notified to the Client or their nominated representative, as soon as it is discovered. The cost to repair or replacement shall first be taken from the Damage Deposit, and any excess will be charged to the Client.
- 7.2 Tyttenhanger accepts no liability for damage or loss to any goods that are brought onto the premises by the Client, Contractors or a 3rd party. The Client acknowledges that any property of the Client, Contractors and 3rd parties will remain under their control and care, and that the owners of such property are in the best position insure the property. Accordingly it is reasonable for Tyttenhanger to exclude liability for such property.
- 7.3 At the end of the Event, the Client is responsible for clearing all personal effects. Tyttenhanger cannot accept any responsibility for the safekeeping of such items.
- 7.4 Tyttenhanger reserves the right to escort any guests from the premises that, in the opinion of the management, are causing excessive disruption, any damage or who are uncooperative and / or abusive. A charge may be made for dealing with untoward situations.
- 7.5 All persons must be made aware that Tyttenhanger is a Historic property with a substantial history, it is Grade 1 Listed, and the usual respect for such a property is required.

8 CONTRACTORS

- 8.1 Contractors must be agreed with Tyttenhanger 4 months before the Event. Tyttenhanger reserves the right to agree, disallow or restrict the services of any Contractor at its sole discretion and without disclosure of its reasons.
- 8.2 Contractors will be required to provide proof of Insurance, Public and Employers Liability Cover, Entertainment Licences, Food & Health Certificates and any other documentation required by Tyttenhanger, their Insurers, their Agents or 3rd Parties. All equipment should be P.A.T (Portable Appliance Testing) tested. All contractors must have Public Liability Cover of at least £5,000,000.
- 8.3 1) Contractors may have to pay a Service Charge, Management Fee and / or Deposit to enter the grounds and use the facilities. Access for setting up, preparation and removal of materials must be agreed 1 month before the Event; otherwise access is limited to the opening hours on the day of the Event. Refuse and Equipment must be removed within 1 hour of the end of the Event.
- 2) Most contractors will not incur any charges. However Contractors providing food, drink, substantial structures such as marquees and any other items that are not of low risk to the house and gardens will be required to provide appropriate documentation, references and deposits.
- 8.4 The Client is ultimately responsible for ensuring that all Contractors nominated or specified by the Client are fully insured and can show proof of all Health and Safety documentation.
- 8.5 Tyttenhanger is proud of its surrounding woodland and the pleasant setting. We therefore cannot allow fireworks or the use of percussive or explosive materials. Live bands, discos and other amplified sound will be asked to keep to a reasonable level of sound as determined by Tyttenhanger. All entertainment shall end 30 minutes before the end of the Event or 11.30pm whichever is the earliest.



Terms & Conditions

- 8.6 Any Contractors who are uncooperative or abusive towards any member of staff will be asked to leave. Tyttenhanger will not accept any liability for the goods or services provided by Contractors.

9 FOOD & WINE

- 9.1 The Client will ensure that no food or beverage of any kind is brought onto the premises, except Wedding Cake, unless agreement has been obtained in writing from Tyttenhanger. A charge may be made by the caterer to cut and serve the Wedding Cake. Tyttenhanger reserves the right to withdraw any menu item or wine listed and offers an alternative choice. We do not allow corkage at Tyttenhanger, unless there are exceptional requirements, which must be agreed in writing prior to the Event.
- 9.2 Tyttenhanger can only exercise reasonable care and provide locked storage, but ultimately cannot be responsible for food or items (e.g. Wedding Cake") brought onto the premises for storage prior to the Event.
- 9.3 The Bar closes at 11.30pm, last orders at 11.00pm. Generally, this is 30 minutes and 1 hour respectively before the end of the Event, or whichever occurs earliest. These times may vary according to licensing restrictions.
- 9.4 No food or alcoholic refreshment will be served before a Civil Ceremony. No food or drink is allowed into the Civil Ceremony.

10 ADVERTISING

Any publicity for Events must be agreed by Tyttenhanger and should be of a standard to reflect the quality of the establishment. The names "Tyttenhanger House", "Tyttenhanger Park" or those of any of its companies, management or staff may not be used without their agreement, which should be requested and obtained in writing.

No signs, stands or displays may be erected on the premises, without prior written approval by Tyttenhanger.

11 CAR PARKING

Cars, other vehicles and their contents may be brought on to the premises and must be parked as directed by Tyttenhanger staff. Tyttenhanger and the staff cannot accept any liability for damage or loss to vehicles and their contents. Cars may be parked overnight by prior arrangement with the management, which needs to be sought and provided 2 hours before the end of the Event. A specific 1-hour time-slot will be allowed the following day for the collection and removal of all vehicles.

Please observe the notices and directions in the car park.

12 GENERAL

The Client will conduct the Event in an orderly fashion, ensure that no nuisance is caused and comply with any reasonable request of the management.

Tyttenhanger reserves the right to take use photographs and other images for publicity purposes. The Client may ask to see the photographs and other images within 2 months, after the Event.

The benefits of this contract are personal to the Client and shall not be assignable or transferred by the Client.

English Law shall govern this contract in all respects.

Any notice or invoice shall be duly served on either party if delivered to their address as last notified in writing to the other party.

No oral representatives or agreements are recognised by Tyttenhanger and by the conditions of this contract can only be modified by a supplementary written contract.

13 FORCE MAJEURE

If Tyttenhanger is prevented or hindered from carrying out its obligations hereunder by circumstances beyond its reasonable control including (without prejudice to the generality the forgoing) government intervention, strikes, labour disputes, accidents, Acts of God, national or local disasters or war, then Tyttenhanger liability to the Client shall be no greater than the amount paid by the Client to Tyttenhanger in respect of the Event.

GARDEN CITY MARQUEES

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Herts. SG6 1NR

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Email: info@gcmweb.co.uk
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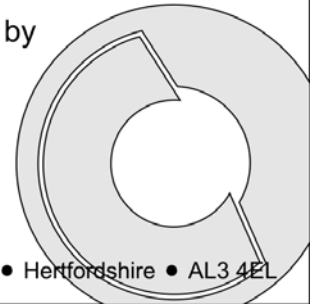
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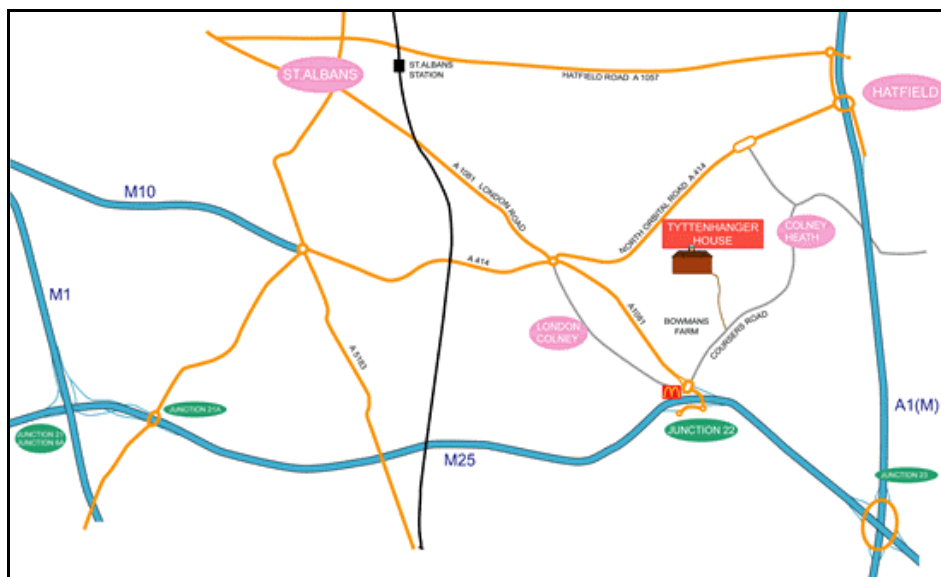




LOCATION

Tyttenhanger Park is 5 minutes (1 mile) from the M25, Junction 22.

- From M25(J22) head north towards St Albans.
- Immediately, take "Coursers Road" towards Colney Heath.
- You can see Tyttenhanger House, in the distance, across the fields.
- Take the 3rd entrance on the left, "Tyttenhanger House".



CONTACT DETAILS

Please call Paul or Helen, our Event Coordinators, during office hours.

Tyttenhanger Park
Tyttenhanger House
Coursers Road
St Albans AL4 0PG

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