

What Happens Next...

Once you have decided to book Hillmount House you may find the following information useful...

To secure your date we need a £2000 deposit which needs to be paid 2 weeks from the date of agreement.

To create an invoice for you we need to know these added extras-

- Are you having the ceremony onsite?
- Are you needing accomodation on site in the Manor House and for how many nights?
- Are you planning on having a Day 2 Party?
- Are you needing a late bar?
- If not staying overnight in the house, will you need to organise using the house to get ready on the morning?

Once this has all been decided we will create an invoice which will also include our staged payment plan. This will be as follows; if your wedding is booked more than a year in advance-

- Deposit of £2000 on booking
- 50% owed 12 months before
- 25% owed 6 months before
- 25% owed 6 weeks before

If you are booking your wedding less than a year in advance, we are happy to adjust the payment plan accordingly, if required.

If at any time you wish to add on/remove something from your invoice, we will endeavour to accomodate this, please get in touch via email to let us know.

We will also ask you to read our Terms and Conditions and ask for them to be returned as soon as possible.

After this, you are encouraged to visit our website where we have a planning checklist to help you see what other things you need to book and arrange for your big day.

Please find below a link for a free online Wedding Planning Website that some of our previous couples have used and found very useful.

<https://withjoy.com/>

We appreciate that there is a lot of planning to do and questions which you may have and we are more than happy for you to get in touch via our email address - enquiries@hillmounthouse.com to ask us anything at all!

We will contact you 6 weeks before your big day to arrange a meeting and finalise all the fine details.



Suggested timeline for the day

Here is a rough guideline for timings on the day which can, of course, be adjusted to suit you.

Ceremony - 1:00pm

Drinks reception - 1:30-4:40ish

You'll go to get photos taken at the earlier part of this while your guests enjoy drinks/canapés/music. Usually the cake will be cut and served during this time too. We will then move your guests around 4.30/4.45pm to The Barn for speeches before your meal.

Speeches - 5-5:30pm

This will depend on how many and how long you want your speeches to be.

Food Service - 5:30-7:45ish

Again, dependent on how many courses etc.

Evening Entertainment - 7:45-8:00pm

We need to clear a few tables and remove them to make room for dancing, if needed. If you have evening guests coming invite them for about 8pm. 8pm (roughly) will be your First Dance.

Evening Buffet/Food - 9:30/10:00

Music and dancing can still continue while this is happening. Sometimes Wedding Bands take a break while the food is being served, DJs usually continue playing. This can be discussed with yourselves and your music vendor.

Finish - 12 Midnight

We kindly ask all guests to be off the premises by 12:30am

Seating Plan

This is a typical table set up in The Barn for your wedding meal.

Each individual table can hold up to 10 guests, 5 each side. This can also be reduced, as required. Most of the set ups are for 3 tables joined together, to form one long table, as shown in the drawing below. They can also be separated into individual tables, if you wish.

The drawing below shows our maximum capacity. Tables may be removed for smaller numbers than this. Each long table is made up from 3 tables joined together, max seating 30 guests. Five rows have been shown, which is the maximum capacity, more commonly, 4 or 3 rows are used.

The top table, which has been shown on the right of the diagram can hold a maximum of 16 guests. Again, tables can be removed if need be.



Bar at this end