



*Your Wedding at*

**Hartlebury**  
EVENTS  
WEDDING  
CONFERENCES **Castle**







## Congratulations

Congratulations on your engagement and future wedding! We are delighted that you are considering Hartlebury Castle as your venue for this special day.

Hartlebury Castle is a Grade I listed former Bishops' Palace. Complete with grand State Rooms, private chapel and beautiful views, the Castle makes a stunning and atmospheric backdrop to your wedding. Exclusive access to the Carriage Circle also provides many opportunities for outdoor entertainment and wonderful photographs.

## About Us

Hartlebury Castle was home to the Bishops of Worcester for over 1000 years. Purchased by Hartlebury Castle Preservation Trust in 2015 the Castle opened in May 2018 as a magnificent heritage attraction. The Trust is now working to share the history, culture and beauty of Hartlebury Castle with its visitors and community.

Hartlebury Castle Preservation Trust was formed by a small group of volunteers and following 8 years of intensive campaigning and fundraising, received £5million through the Heritage Lottery Fund (HLF), thanks to money raised by National Lottery players.

Hartlebury Castle Preservation Trust is a registered charity and by choosing to hold your wedding at Hartlebury you will be helping to keep this beautiful building safe for future generations. Profits from our weddings and events are re-invested into the Castle, for its renovation, restoration and ongoing maintenance.









# Your wedding at Hartlebury Castle includes:

- Use of the Castle State Rooms including the medieval Great Hall & Georgian Saloon for your ceremony and reception
- Use of the 18th century Carriage Circle, including set up of croquet, quoits and space hoppers if desired
- Use of the Gothic chapel for photographs or a Wedding Blessing
- Use of the Castle terrace for official wedding party photography
- Use of the hospitality suite with en suite facilities and kitchenette for you and your wedding party
- Use of our Blüthner grand piano (pianists must be appropriately qualified)
- Make your wedding unique with greenery from the Castle Gardens for your florists
- 10 round tables and top table including white tablecloths
- Chairs and use of up to 100 white chair covers & 100 ivory satin chair sashes
- Complimentary car parking for you and your guests
- Licensed venue until 11.45pm

## Civil Ceremonies

Our State Rooms and the Bishop's Study offer unique settings for your civil ceremony and are available for short hire should you wish to continue your day at another venue. Your ceremony booking includes:

- Use of your chosen ceremony room
- Use of the 18th century Carriage Circle
- Chairs, chair covers & ivory sashes
- Use of the Great Hall Blüthner piano (Great Hall ceremony only)
- Use of the Gothic chapel for photographs or a Wedding Blessing
- Complimentary car parking for you and your guests





# Ceremony and Reception Rooms

Our Great Hall and Saloon are licensed for civil ceremonies and are a wonderful setting for wedding breakfasts and receptions.

## Saloon

Surround yourself in Georgian style in our beautiful 18th century Saloon overlooking the Carriage Circle. The intricate 1750s wall details create an elegant backdrop for your special day. The room can seat up to 80 guests for a ceremony and 60 for wedding breakfasts.



## Great Hall

Our magnificent Great Hall has been used for banquets since medieval times. Its sweeping staircase is perfect for you to make a grand entrance. The room can seat up to 120 guests for a ceremony and 100 for wedding breakfasts.



## The Chapel

The superb 1750s decoration and beautiful 19th century stained glass window makes our Gothic chapel truly stunning. Your wedding booking includes 1 hour exclusive access to the Chapel for wedding photography. Alternatively, you may hold a Wedding Blessing for up to 60 guests.



## Dine with Royalty

Queen Elizabeth I was received in the Great Hall in 1575 and Queen Elizabeth II dined here when she visited in 1980.



## Bishop's Study

The Victorian Bishop's Study offers an intimate setting for smaller civil ceremonies. The grand period desk creates a wonderful centrepiece and photographic setting for your signing of the register. The room can seat up to 12 guests.



## Carriage Circle

The Carriage Circle is exclusively yours throughout the day, providing a beautiful backdrop for your photographs and a lovely outdoor space to relax in, play games or dance. We can also provide croquet, quoits and space hoppers for you and your guests to enjoy if desired.

Arrive in style as your wedding car or horse-drawn carriage transports you and your wedding party around the Carriage Circle up to the Castle entrance. Wedding buses may park just outside the Carriage Circle gates.

## Hospitality Suite

Take away your travel worries by getting ready for your wedding at the Castle. Our hospitality suite is available from the morning of your wedding for you and your wedding party and includes a kitchenette and en suite facilities.







## Catering

Hartlebury Castle has a list of approved caterers for you to choose from. You can find this in the separate document 'Hartlebury Castle Approved Caterers'. Caterers have all been carefully selected and use our fully equipped kitchen to freshly prepare your food on the day.

We operate a fully licensed pay bar, which can provide reception drinks and wine for your tables.

## Entertainment

We understand that couples want a bespoke wedding and you are welcome to arrange your own entertainment and activities, for example a sweet cart, ceilidh or DJ, subject to Trust approval. Public Liability Insurance from companies must be shown to Hartlebury Castle and any electrical equipment must be PAT tested.

## Castle Visits

Treat your guests with an opportunity to discover more about Hartlebury Castle with tickets to visit the whole site and grounds. Highlights include the brilliant Long Gallery, beautiful gardens and the County Museum's stunning collection of Gypsy wagons. To discuss this further, please contact us or mention it during your visit.

## Decorations

You are welcome to bring in your own decorations to personalise the venue and your wedding in line with Hartlebury Castle guidelines. Access to the venue is from 4pm the day before your wedding. All decorations must be taken down and collected by 12 noon the next day. To make your decorations unique to Hartlebury Castle, florists are welcome to use greenery from within the Castle grounds for arrangements at no additional cost.

## Professional Site Visits

Businesses such as photographers or florists may wish to visit the Castle in advance of your wedding. We are happy to show them around and ask that they contact us to arrange this.

## Evening Guests

You are welcome to invite more guests to your wedding reception in the evening.







## Legal Requirements

### Civil Ceremonies

It is the couple's responsibility to book and make arrangements with the registrar. You can find out further information about this by visiting [www.worcestershire.gov.uk](http://www.worcestershire.gov.uk) or contacting Worcestershire Registrars on 01905 768181.

### Chapel Blessings

Hartlebury Castle's local priest is the Reverend of St James' Parish Church. If you would like details to contact them and arrange a blessing, these can be provided. You are welcome to use your own priest if you would prefer. There must be at least 15 minutes between the Civil Ceremony and a blessing.

### Visits, Booking & Availability

Every wedding is different and we'd love to discuss your ideas and requirements further over a cup of tea. To arrange a visit to the venue, check that your preferred date is available, or if you have any queries please email [marketing@hartleburycastle.com](mailto:marketing@hartleburycastle.com) or call 01299 250797. A provisional booking can be made following a visit and will be held for up to 14 days, after we provide our booking form and standard terms and conditions. This provisional booking can be made without a deposit and is without obligation. In order to confirm your booking, we require a non-refundable deposit of £500 and a completed, signed copy of the booking form.

### Accessibility

Hartlebury Castle is accessible for wheelchair users. Our full access statement can be found on our website [www.hartleburycastle.com](http://www.hartleburycastle.com) or call 01299 250797.





## Local Accommodation

There are a number of hotels within a 15 minute drive of the Castle. Including:

Hallmark Stourport Manor (1.1 miles) 0330 028 3421

Travelodge, Hartlebury (1.6 miles) 0871 984 6079

The Granary (2.4 miles) 01562 777535

Hogarths Stone Manor (3.4 miles) 01562 777555

Travelodge, Kidderminster (3.9 miles) 0871 984 6020

Premier Inn (4.4 miles) 0871 527 9350

## Car Parking

Free car parking is available for you and your guests on site.

## Public Transport

There are a number of taxi companies in Kidderminster who operate in the Hartlebury area. We recommend booking taxis in advance.

Hartlebury Bus Stop is a 15-20 minute walk and Hartlebury Railway Station a 20-30 minute walk from the Castle.

Please check public transport timetables for more details. Larger bus and railway stations are located in Kidderminster; approximately 4 miles from the Castle.



## Photographers

p2.....Alison Paul Photography  
p3.....Alison Paul Photography  
p4.....Left: Casey Avenue Photography  
Right: Alison Paul Photography  
p5.....Left: Maxine Huselbee – Emotive Imagery  
Right (Top & Middle): Nicholas Rogers Photography  
Right (Bottom): Casey Avenue Photography  
p6.....Left: Casey Avenue Photography  
Right: Nicholas Rogers Photography  
p9.....Alison Paul Photography  
p10.....Left & Middle: Alison Paul Photography  
Right: Nicholas Rogers Photography  
p11.....Left to Right: Image 1 & 2: Nicholas Rogers Photography  
Image 3: Casey Avenue Photography  
Image 4 & Top: Alison Paul Photography  
B/Cover ..Left: Nicholas Rogers Photography  
Middle Clockwise: Alison Paul Photography,  
Casey Avenue Photography, Nicolas Rogers Photography  
Right: Alison Paul Photography

Hartlebury Castle would like to thank the following photographers who kindly provided photographs for this brochure:

Alison Paul Photography - [www.alisonpaulphotography.co.uk](http://www.alisonpaulphotography.co.uk)  
Casey Avenue Photography - [www.caseyavenue.co.uk](http://www.caseyavenue.co.uk)  
Nicholas Rogers Photography - [www.njr-photography.co.uk](http://www.njr-photography.co.uk)







“We had looked at a few venues when planning our big day but weren’t sure what kind of wedding we wanted until we visited Hartlebury Castle. The Castle and grounds are a hidden gem. The venue completely suited us in every way – beautiful, historic and unique.”

“The Castle was just the right balance of formal and informal to give a relaxed, but grand and wonderful day. We just wish we could do it all again!”

For visits, bookings and availability contact us on  
01299 250797  
[marketing@hartleburycastle.com](mailto:marketing@hartleburycastle.com)

Hartlebury Castle Preservation Trust  
Hartlebury Castle, Hartlebury DY11 7XZ



Registered Charity No. 1127871  
Registered Company No. 6779241



Designed & printed by Rotary Creative Group 01299 823839