



# THORNHURST MANOR COUNTRY PARK

**Weddings  
2027**



THORNHURST MANOR  
COUNTRY PARK



## THORNHURST MANOR COUNTRY PARK

Thank you for considering your special day at Thornhurst Manor Country Park.

This is just a short introduction to ensure things run effortlessly right from the very beginning.

Our dedicated Wedding Team will be your point of contact for all queries, concerns and help throughout the time leading up to your big day. Our Wedding Team are generally contactable in the office, via telephone on 01302 337799 or, alternatively, via email, [weddings@thornhurstmanor.co.uk](mailto:weddings@thornhurstmanor.co.uk).

Please note, our Wedding Team may be unavailable on a weekend, as we are sure you can appreciate, their time is dedicated to the celebration happening on that day.

Once again, thank you for considering Thornhurst Manor Country Park to celebrate one of the important days of your lives.



# SIMPLY ELEGANT

A THOUGHTFULLY CURATED PACKAGE FOR COUPLES WHO WOULD LIKE  
CLASSIC CHARM WITH GRACEFUL SIMPLICITY

## **This Package Includes:**

- Civil Ceremony
- Our Dedicated Wedding Co-Ordinator to Take you Through your Special Day
- Full Wedding Civil Ceremony Room Hire
- Reception Room Hire
- Civil Ceremony Room Styling
- Reception Venue Styling
- Ivory Linen Tablecloths and Napkins
- Our Beautiful Twinkle Backdrop in Both Civil and Reception Suites'
- Our Neon 'Happily Ever After' Sign
- Mirror & Easel
- Decorative Card Holder
- Floral 'Love' Letters
- Use of our Wedding Cake Stand and Knife
- A Glass of Mimosa for your Reception Drink
- A Glass of Prosecco for your Toast Drink
- Use of our Vast Grounds and Private Gardens for your Reception Drinks and Photographs
- Three Course Wedding Breakfast
- Evening Buffet
- Resident DJ
- Master of Ceremonies

## **Packages are Based on 50 Day Guests & 80 Evening Guests:**

Friday & Saturday - £7,480

Sunday to Thursday - £6,480

November to March Winter Offer (7 Days a Week) - £6,480

Additional Day Guests - £88.00 *per person*

Additional Evening Guests - £23.00 *per person*



**THORNHURST MANOR**  
COUNTRY PARK

# MID-AFTERNOON CELEBRATION

CELEBRATE WITH YOUR CLOSEST FRIENDS AND FAMILY WITH A MORE RELAXED  
TIMELINE THAT BLENDS DAY TIME AND NIGHT TIME

*\*3pm Ceremony\**

## **This Package Includes:**

- Civil Ceremony (3pm only)
- Our Dedicated Wedding Co-Ordinator to Take you Through your Special Day
- Full Wedding Civil Ceremony Room Hire
- Reception Room Hire
- Civil Ceremony Room Styling
- Reception Venue Styling
- Ivory Linen Tablecloths and Napkins
- Our Beautiful Twinkle Backdrop in Both Civil and Reception Suites'
- Our Neon 'Happily Ever After' Sign
- Mirror & Easel
- Decorative Card Holder
- Floral 'Love' Letters
- Use of our Wedding Cake Stand and Knife
- A Glass of Mimosa for your Reception Drink
- A Glass of Prosecco for your Toast Drink
- Use of our Vast Grounds and Private Gardens for your Reception Drinks and Photographs
- Run Through Buffet
- Resident DJ
- Master of Ceremonies

## **Packages are Based on 80 Day Guests & 80 Evening Guests:**

Friday & Saturday - £6,230

Sunday to Thursday - £5,980

November to March Winter Offer (7 Days a Week) - £5,980

Additional Guests - £47.50 per person



**THORNHURST MANOR**  
COUNTRY PARK

# LUXURY MARQUEE WEDDING PACKAGE

THIS PACKAGE OFFERS A BEAUTIFUL BLANK CANVAS WRAPPED IN STYLE AND SOPHISTICATION FOR AN UNFORGETTABLE CELEBRATION

*\*4pm Ceremony\**

## **This Package Includes:**

- Civil Ceremony (*4pm only*)
- Our Dedicated Wedding Co-Ordinator to Take you Through your Special Day
- Full Wedding Civil Ceremony Room Hire
- Marquee Hire
- Civil Ceremony Room Styling
- Reception Venue Styling
- Ivory Linen Tablecloths and Napkins
- Our Beautiful Twinkle Backdrop in the Civil Room
- Mirror & Easel
- Decorative Card Holder
- Floral 'Love' Letters
- Use of our Wedding Cake Stand and Knife
- A Glass of Prosecco for your Toast Drink
- Use of our Vast Grounds and Private Gardens for your Reception Drinks and Photographs
- Run Through Buffet
- Resident DJ
- Master of Ceremonies

## **Packages are Based on 90 Day Guests & 90 Evening Guests:**

Friday & Saturday - £8,830

Sunday to Thursday - £8,580

Additional Guests - £68.00 *per person*



**THORNHURST MANOR**  
COUNTRY PARK

# MADE BY YOU PACKAGE

A WEDDING THAT IS COMPLETELY YOUR OWN - YOU DREAM IT, DESIGN IT, AND  
DEFINE EVERY DETAIL - WE SIMPLY BRING IT TO LIFE

## **This Package Includes:**

- Civil Ceremony
- Our Dedicated Wedding Co-Ordinator to Take you Through your Special Day
- Full Wedding Civil Ceremony Room Hire
- Reception Room Hire
- Civil Ceremony Room Styling
- Reception Venue Styling with Bespoke Sashes
- Bespoke Chairs for Reception Venue Styling
- Ivory Linen Tablecloths and Napkins
- Our Beautiful Twinkle Backdrop in Both Civil and Reception Suites'
- Our Neon 'Happily Ever After' Sign
- Mirror & Easel
- Decorative Card Holder
- Floral 'Love' Letters
- Use of our Wedding Cake Stand and Knife
- A Bespoke Drinks Package for your Reception Drink
- A Bespoke Drink for your Toast Drink
- Wine On Tables for your Wedding Breakfast
- Use of our Vast Grounds and Private Gardens for your Reception Drinks and Photographs
- Canapés served after the Ceremony
- Three Course Wedding Breakfast
- Bespoke Evening Buffet
- Bespoke Evening Dessert Platter
- Bespoke Sweet Cart
- Donut Wall x 96 (Evening)
- Resident DJ
- Master of Ceremonies

## **Packages are Based on 92 Day Guests & 120 Evening Guests:**

Park Suite – Monday to Sunday - £24,680

Marquee – Monday to Sunday - £26,280

Additional Guests – *Price Upon Request*



**THORNHURST MANOR**  
COUNTRY PARK

# BESPOKE WEDDING PRICES

Adult Wedding Breakfast Package	£62.00 per person
Children Wedding Breakfast Package	£38.00 per person
Adult Run Through Buffet Package	£42.00 per person
Children Run Through Buffet Package	£27.00 per person
Evening Reception Buffet	£23.00 per person
Evening Pulled Pork Barm	£22.00 per person
Afternoon Tea (Day) & Pulled Pork Barm (Evening)	£53.00 per person
BBQ (Day)	£35.00 per person
Dessert Platter	£7.95 per person
Hot & Cold Buffet (Day) & Pulled Pork Barm (Evening)	£61.00 per person
Canapes	£13.00 per person
Bottled Prosecco	£4.50 per glass
Children's Pop	£4.00 per bottle
House Wine	£27.00 per bottle

***\*Please note, if you require any of the options below, these will be payable by cash only\****

Civil Ceremony, Room Hire and Room Dressed	£570.00
Venue Styling Package	£750.00
Premium Venue Styling Package	£950.00
Linen Cloths & Napkins	£400.00
Resident DJ	£300.00
Twinkle Backdrop	£170.00
Decorative Card Holder	£35.00
Neon 'Happily Ever After' Light	£140.00
'Love' Letters	£120.00
Sweet Cart	£240.00
Cheese and Cracker Cart	£300.00
Donut Wall	£205.00 x 96      £145.00 x 48

# WEDDING BREAKFAST MENU

## ~ STARTER ~

### Classic Prawn Cocktail

Prawns served on a bed of fresh iceberg lettuce topped with Marie-Rose sauce & a pinch of paprika

### Homemade Soup

A choice of many homemade vegetable soups; please ask your Coordinator for available options

### Fan of Melon

Fresh honeydew melon served with seasonal fruit & raspberry coulis

### Creamy Garlic Mushrooms

Button mushrooms served in a homemade creamy garlic sauce & a garlic slice

### Rustic Giant Yorkshire Pudding

Rustic Yorkshire pudding filled with beef gravy & fried onions

### Pork Terrine Paté

Pork pate served with a fresh salad garnish, caramelised red onion chutney & melba toast

### Halloumi Fries (V)

Crispy coated halloumi fries served with side salad & a sweet chilli sauce

### Salt & Pepper Chicken

Crispy shredded salt & pepper chicken topped with fresh chillies & spring onions served with a sweet & sour sauce

## ~ MAIN COURSE ~

### Roast Topside of Beef

Tender beef served with a homemade Yorkshire pudding & beef gravy

### Roast Loin of Pork

Pork served with a homemade Yorkshire pudding, beef gravy & stuffing

### Baked Chicken Breast

Chicken breast served with a homemade Yorkshire pudding & a choice of white wine sauce or beef gravy

### Roast Turkey Crown

Turkey served with a homemade Yorkshire pudding & beef gravy

### Baked Vegetable Lasagne (V)

All the Above Served with Hasselback Potatoes & Seasonal Vegetables

### Vegan Penang Curry

Served with boiled rice & a fresh salad garnish



## ~ DESSERT ~

### Baked Chocolate Cheesecake

Individual baked chocolate cheesecake sat on a biscuit crumb base

### Gin & Lime

Gin, lemon, and lime cheesecake set on an all-butter biscuit base, finished with candied lime and chocolate decoration

### Plant Based Cookie Dough Brownie

A vegan friendly brownie with a chocolate chip cookie dough centre

### Toffee & Honeycomb Cake

A sweet and moist toffee cake, centred with a rich toffee sauce and topped with a toffee flavoured fudge cream, honeycomb pieces and toffee sauce drizzle

### Biscoff Cheesecake

Biscoff flavoured cheesecake, sat on a biscoff biscuit base topped with chocolate ganache & biscoff crumb

### Sherry Trifle

Sherry-soaked vanilla sponge, crème anglaise and fruity compote layer finished with fresh cream and raspberry fruit topping

### Lemon Meringue Tartlet

All butter shortcrust round tartlet with lemon filling and slightly flambeed meringue

## PULLED PORK MENU

Locally Sourced Pulled Pork Served on Soft White Bread Rolls

Sage & Onion Stuffing

Apple Sauce

Freshly Prepared Salad bowls

Homemade Coleslaw

# BUFFET MENU

## Chilli Con Carne

A spicy stew containing chilli tomatoes & kidney beans

## Jacket Potatoes

Slowly baked potatoes with a crispy skin and a fluffy centre

## Assorted Sandwiches

Served on white and wholemeal sliced bread with a selection of four different fillings

## Wedges

Seasoned wedges

## Hot Corned Beef & Potato Pie

Our homemade hot corned beef & potato pie made using homemade shortcrust pastry

## Pizza Platter

A selection of different flavoured thin crust pizzas

## Homemade Coleslaw

Fresh homemade creamy coleslaw

## Quiche

A selection of freshly baked shortcrust quiches

## Garlic Bread

Individually sliced crispy bread smothered in garlic butter

# BBQ MENU

## Gourmet Beef Burgers

Ground beef burgers grilled on our BBQ served on a soft white burger bun

## Pork Sausages

Large pork sausages served on a white hot dog roll

## Chicken Kebabs with Onions & Peppers

Homemade marinated chicken breast chunks served with diced peppers & onions

## Freshly Prepared Salad Bowls

## Homemade Coleslaw

## A Selections of Sauces

# ADDITIONAL DESSERT PACKAGE

## Chocolate Brownie

Chocolate brownie topped with chocolate fudge icing

## Carrot Cake

Moist carrot & spiced sponge with a cream cheese frosting & nibbled walnut

## Millionaires Caramel Shortcake

Classic shortcake & toffee slice

## Rocky Road

Chocolate shortbread, sultana & marshmallow square

# CHILDRENS MENU

## ~ STARTER ~

### Garlic Bread with Cheese

Individually sliced crispy bread smothered with garlic butter topped with grilled cheese

### Cheese & Crackers

Cream crackers served with cheese triangles and butter

### Homemade Soup

*\*Subject to adult choices*

### Yorkshire Pudding

Yorkshire pudding served with gravy

## ~ MAIN COURSE ~

### Pork Sausages

Pork sausages served with creamy homemade mashed potato and seasonal vegetables

### Chicken Nuggets

Crispy battered chicken nuggets served with our homemade chips

### Roast Dinner

Roast dinner served with hasselback potatoes and fresh seasonal vegetables

*\*Meat option subject to adult choices*

## ~ DESSERT ~

### Chocolate Fudge Cake

Chocolate fudge cake served with vanilla ice cream

### Selection of Ice Cream

Strawberry, chocolate, and vanilla

Or the Options of the Chosen Main Dessert Selection



THORNHURST MANOR  
COUNTRY PARK

# DRINKS PACKAGES

## Our Drinks Package Options:

### ~ Arrival Drink ~

Glass of Prosecco  
Bottled Beer  
Mimosa  
Pimms  
Cocktails

*For any other options, please speak with your Wedding Co-Ordinator*

### ~ Toast Drink / Reception Drinks ~

Prosecco  
Bottled Beer  
Pimms  
Table Wine - choose from Pinot, Chardonnay, Sauvignon, Shiraz, Merlot, Malbec, Pinot Rose, Zinfandel  
Champagne

*For any other selections, please speak with your Wedding Co-Ordinator*

# RECOMMENDED SUPPLIERS

## ~ Venue Styler ~

Howards Events  
07904752446  
howardsevents@gmail.com

## ~ Photographer ~

Emma Leach Photography  
07712226682  
emmaleachphotography@outlook.com  
07474156515

## ~ Photobooth ~

Diamond Photobooth  
07474156515  
diamondphotobooshs@hotmail.com

## ~ Videographer ~

Wedding Films by Oliver Reeve  
07479084461  
oliversweddingfilms@gmail.com

## ~ Wedding Cakes ~

Buns & Roses  
07887402208  
joanneandbailey@hotmail.co.uk

## ~ Bridal & Menswear ~

Its Bliss Bridal  
01302390019  
enquiries@its-bliss.co.uk

Suits Direct  
01302343020

## ~ Wedding Cars ~

Tyson Cars  
07780516200  
tryson56@btinternet.com

## ~ Hair & Makeup ~

Blush - The best in hair, beauty and well being  
01302724446

## ~ Florist ~

Stem  
07766542546  
stemflowersdoncaster@gmail.com



**~ Fireworks ~**

Gala Fireworks

01522214966

info@galafireworks.co.uk

**~ Décor ~**

Light It Up Hire

lightituphire@hotmail.com

**~ Stationary ~**

Yorkshire Wedding Invites

01709259587

yorkshireweddinginvites@sky.com



## THORNHURST MANOR – TERMS AND CONDITIONS

These Terms and Conditions (“Terms”) form a legally binding contract between Thornhurst Leisure Limited trading as Thornhurst Manor (“the Company”, “we”, “us”) and the person or entity making the booking (“the Client”, “you”). The wedding, event, or function booked under these Terms is referred to as the “Event”.

If you are booking as a Consumer, nothing in these Terms affects your statutory rights.

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### 1. DEFINITIONS

In these Terms and Conditions:

- “Company” / “we” / “us” / “our” means Thornhurst Leisure Limited trading as Thornhurst Manor.
- “Client” / “you” means the individual or organisation making the booking.
- “Consumer” means an individual booking wholly or mainly for personal use.
- “Business Client” means a company, partnership, organisation, or individual booking in the course of business.
- “Event” means the wedding, corporate event, or private function booked.
- “Booking Fee” means any non-refundable fee paid to secure a date.

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### 2. CONTRACT FORMATION

These Terms and Conditions constitute a legally binding agreement between the Company and the Client.

A binding contract is formed when the Company has received the Booking Fee and issued written confirmation of the booking to the Client, or upon signature of these Terms (whichever occurs first). Until this time, any provisional reservation does not constitute a binding contract.

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### 3. GOVERNING LAW

These Terms and Conditions are governed by and construed in accordance with the laws of England and Wales, and the courts of England and Wales shall have jurisdiction.

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### 4. BOOKING AND PAYMENT TERMS

#### 4.1 Weddings – Provisional Booking

The Company may provisionally reserve your selected wedding date for up to three (3) days without charge. This provisional reservation does not constitute a binding contract.

Upon confirmation of the date, you must complete the booking form and pay a non-refundable booking fee of £250.00. A further non-refundable booking fee of £500.00 shall be payable approximately three (3) months thereafter.

#### 4.2 Weddings – Final Payment and Guest Numbers

Full payment of the outstanding balance must be made no later than one (1) month prior to the wedding date and will be calculated based on the final confirmed guest numbers provided at that time. Upon making this payment, you must also provide all final information, including menu selections, dietary requirements, special requirements, and confirmed guest numbers.

Increases to guest numbers after this deadline may be accepted at the Company’s discretion and must be paid immediately by cash or card. Reductions to guest numbers after this deadline will not be permitted.

#### 4.3 Weddings – Refundable Holding Fee (Damage & Room Dressing)

A £285.00 refundable cash holding fee is payable no later than one (1) month prior to the wedding date. This fee is held as security to ensure compliance with the Damage and Room Styling / Room Dressing provisions of these Terms.

The holding fee will be retained until such time as an inspection has been carried out, which will take place as soon as reasonably practicable. If all Terms have been complied with, the £285.00 will be refunded in cash. Where any breach is identified, including damage or loss, the Company may retain part or all of the holding fee to cover the reasonable cost of repair, cleaning, or replacement. Where costs exceed £285.00, the Client remains liable for the balance.

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#### 4.4 Other Events – Provisional Booking and Booking Fee

The Company may provisionally reserve your selected event date for up to three (3) days without charge. This provisional reservation does not constitute a binding contract.

Upon confirmation of the event date, you must provide relevant event details and pay a non-refundable booking fee of £85.00.

No later than one (1) week prior to the event date, you must provide final details (including special requirements and confirmed guest numbers) and pay the remaining balance in full.

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### 5. PAYMENT METHODS, SCHEDULES, AND LATE PAYMENT

#### 5.1 Payment Methods and Schedule

When booking any Event, you will be required to pay a Booking Fee to secure your date. Payments may be made by telephone, cash, or card. At the time payment is made, you will be informed of the applicable payment schedule and final payment deadline(s).

A written or verbal reminder of the final payment deadline may be provided nearer the Event date; however, responsibility for ensuring payment is made on or before the deadline remains with the Client.

#### 5.2 Late Payments and Cancellation for Non-Payment

Weddings: If final payment is more than five (5) days late, the Company reserves the right, acting reasonably, to cancel the booking.

Other Events: If final payment is more than three (3) days late, the Company reserves the right, acting reasonably, to cancel the booking.

Where cancellation occurs due to late payment or non-payment, monies paid shall be treated in accordance with Section 6 (Cancellation). Written confirmation of cancellation will be issued to the email address provided by the Client.

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### 6. CANCELLATION

#### 6.1 Cancellation by the Client

If the Client cancels the Event for any reason, all Booking Fees and any other monies paid to the Company shall be non-refundable, subject to statutory rights where applicable.

#### 6.2 Genuine Pre-Estimate of Loss

The Client acknowledges that all non-refundable payments represent a genuine pre-estimate of the Company's losses arising from cancellation, including (without limitation) administrative costs, staffing, supplier commitments, preparation time, loss of opportunity to re-sell the date, and operational disruption.

#### 6.3 Business Clients

For Business Clients, all payments are strictly non-refundable under any circumstances, and statutory consumer cooling-off rights do not apply.





#### 6.4 Consumer Clients

For Consumer Clients, refunds will only be issued where required by law. No discretionary refunds will be offered.

#### 6.5 Notice of Cancellation

Cancellation must be provided in writing by the Client. The date on which the cancellation notice is received by the Company shall determine the application of this clause.

#### 6.6 Cancellation Due to Client Breach

Where a booking is cancelled due to Client breach, non-payment, or failure to comply with these Terms, the Company reserves the right to cancel the booking and retain all monies paid, subject to statutory rights where applicable.

#### 6.7 Cancellation by the Company

Cancellation by the Company shall only occur where necessary due to circumstances beyond reasonable control, health and safety concerns, or material breach by the Client. In such cases, the Company's liability shall be limited to a refund of monies paid, excluding Booking Fees, subject to statutory rights where applicable.

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### 7. CHALLENGE 25 & ALCOHOL

The Company operates a Challenge 25 policy. Failure to provide valid photographic identification when requested will result in refusal of service. Alcohol supplied to underage persons will be confiscated and disposed of. Guests supplying alcohol to minors may be refused service and/or removed from the premises.

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### 8. FOOD, ALLERGENS & CATERING

#### 8.1 Allergies and Dietary Requirements

The Client must notify the Company in writing at the time of booking or no later than the final payment date of any food allergies, intolerances, or dietary requirements. Failure to provide accurate information may result in the Company being unable to accommodate such requirements.

#### 8.2 Allergen Environment

Food is prepared in a kitchen environment where the fourteen (14) main allergens may be present. Whilst reasonable precautions are taken to reduce cross-contamination risk, the Company cannot guarantee that any food item will be completely allergen-free. By proceeding with the booking, the Client accepts this risk on behalf of themselves and their guests.

#### 8.3 Service Time Limits – Hot / Served Food

Any food served by the Company or provided by the Client must be consumed within a maximum of two (2) hours from the time of service. Remaining served food after this period will be removed and disposed of in accordance with food hygiene requirements.

#### 8.4 Service Time Limits – Cakes and Desserts

Any cakes, desserts, sweet tables, or similar items supplied by the Company or provided by the Client must be consumed within four (4) hours of being served or displayed. Any remaining items after this time will be removed and disposed of for food safety reasons.

#### 8.5 Liability for Non-Compliance

The Company accepts no responsibility or liability for illness, injury, or adverse reaction arising from food consumed outside the time limits above, or from food removed, handled, stored, or consumed contrary to these Terms, save where caused by the Company's negligence.

#### 8.6 Outside Catering

Outside catering is not permitted under any circumstances. The only exception is professional or store-bought celebration cakes and favours.



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## 9. ROOM STYLING

### 9.1 Selection of Styling Options

Where the Client books a Room Styling Package, the Client must confirm colour schemes, centrepieces, and related options from the Company's available selections within the timeframe specified by the Coordinator.

### 9.2 Removal of Styling Items

The Company may remove any centrepieces or styling items where there is a risk of neglect, misuse, or damage. No refund shall be issued for the Room Styling Package in such circumstances. Any damage will be dealt with in accordance with the Damage and Holding Fee provisions of these Terms.

### 9.3 Loss or Damage to Styling Items

The Client is responsible for loss of or damage to styling items (including sashes, centrepieces, and décor) caused by the Client, their guests, or suppliers. The Client agrees to pay the cost of repair or replacement immediately upon notification.

### 9.4 Client-Supplied Styling

Where the Client supplies their own styling items, the Company may assist with dressing using those items. Where the volume or complexity of styling exceeds what the Company reasonably considers standard, an additional room dressing charge may apply and will be communicated in advance where reasonably possible.

### 9.5 Additional Chair Dressing Charges

For "run-through buffet" style events or where additional evening guests attend, an additional charge shall apply for each additional chair requiring dressing.

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## 10. ENTERTAINMENT AND DJS

If the Client requires a Company DJ, pricing and performance times may be obtained from the events team. Where the Client appoints their own DJ or entertainment provider, a £50.00 cash surcharge shall be payable with the final balance.

All external entertainment providers must supply appropriate documentation in advance, including evidence of public liability insurance and confirmation that all equipment is safe and suitable for use at the premises (including PAT testing where applicable). The Company reserves the right to refuse access to any supplier who fails to meet these requirements.

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## 11. GENERAL HOUSE RULES

### 11.1 Fire Safety

No naked flames are permitted in any event suite, including tea lights and candelabras. LED or battery-operated alternatives may be used.

### 11.2 Fixings and Decorations

No items may be affixed to walls, floors, ceilings, or other surfaces without the prior approval of the Event Coordinator. Any unauthorised items may be removed, and any resulting damage charged in accordance with the Damage provisions of these Terms.

### 11.3 Confetti

Only biodegradable confetti is permitted and may only be used outdoors.

### 11.4 External Food, Drink, and Alcohol

The consumption of external food, drink, or alcohol brought onto the premises without permission is strictly prohibited. Any individual found in breach may have such items confiscated and disposed of and may be asked to leave the premises. Breach may result in forfeiture of the £285.00 holding fee (where applicable), subject to inspection and reasonableness.



### 11.5 Behaviour

Any guest who behaves abusively, threateningly, or inappropriately towards members of staff may be required to leave the premises.

### 11.6 Last Orders and Entertainment Finish

Last orders in all event suites (excluding the main bar) will be called at 11:45 pm, allowing a fifteen (15) minute drinking-up period. Company DJ entertainment will conclude no later than midnight.

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## 12. CIVIL CEREMONY AND ROOM HIRE

### 12.1 Civil Ceremony Room Hire

Civil Ceremony room hire includes room dressing, floral decoration, and a twinkle backdrop. Two ceremony rooms are available: an upstairs room (stairs access only) and a downstairs ceremony room. Availability and suitability must be discussed with the Wedding Coordinator.

The booking of the registrar and payment of any registrar fees are the sole responsibility of the Client and must be arranged directly with the registration authority.

### 12.2 Outdoor Ceremonies – Weather and Location

Where the Client elects to book an outdoor ceremony and pays the applicable outdoor ceremony fee, the Client acknowledges that outdoor ceremonies are subject to weather conditions and operational considerations beyond the Company's control.

The Company reserves the right, acting reasonably and in the interests of guest safety, comfort, and operational feasibility, to relocate the ceremony from an outdoor location to an indoor ceremony space where weather conditions or site conditions are deemed unsuitable. This decision shall be made by the Company's Duty Manager no later than two (2) hours prior to the scheduled ceremony time. Once the decision to relocate the ceremony indoors has been made by the Duty Manager, the decision is final and cannot be reversed.

Where an outdoor ceremony is relocated indoors for any reason, including adverse weather conditions, no refund of the outdoor ceremony fee or any related charges shall be due.

If the Client elects to request a change from an outdoor ceremony to an indoor ceremony for their own reasons, the Client must provide the Company with a minimum of four (4) hours' notice prior to the scheduled ceremony time. Any such request is subject to availability and operational feasibility, and no refund of the outdoor ceremony fee shall be due.

### 12.3 Event Room Hire / Capacities

Manor Suite: first floor; maximum of 108 guests (stair access only).

Outside Wedding Ceremonies: ground floor; maximum of 130 guests (this may be increased if required).

Park Suite: ground floor; maximum of 130 guests (approximately 108 seated plus standing). Minimum booking of 55 guests. Includes private bar, private garden area, and outdoor canopy seating (approximately 30 seats).

Restaurant 25: ground floor; maximum of 70 guests. Includes private bar, toilets, staged area, and access to the front lawn.

Exclusive Marquee: ground floor; maximum of 200 guests (approximately 130 seated plus standing). Minimum booking of 70 guests. Includes a private selected drinks bar, access to the front lawn, and access to the toilets located in the main building.

Capacities may vary depending on layout and the Client's selected food package. The Client must confirm arrangements with the Wedding or Events Coordinator.



#### 12.4 Room Reallocation

Where guest numbers increase or decrease, the Company reserves the right, acting reasonably, to reallocate the Event to an alternative room of comparable standard to ensure suitability and compliance with capacity, layout, and safety requirements.

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### 13. THIRD-PARTY SUPPLIERS

#### 13.1 Use of Third-Party Suppliers

The Company permits the use of third-party suppliers for weddings and other events, subject to compliance with Section 14. These provisions form part of the binding booking agreement between the Company and the Client.

Where the Client appoints any third-party supplier, the Client agrees to take reasonable steps to ensure that all such suppliers comply with these Terms.

#### 13.2 Submission of Documentation

All documentation required under Section 14 must be submitted to the Company's events team no later than fourteen (14) days prior to the Event date. Failure to do so may result in refusal of access for the supplier.

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### 14. GENERAL REQUIREMENTS FOR THIRD-PARTY SUPPLIERS

#### 14.1 Insurance

All third-party suppliers must hold valid and current Public Liability Insurance. Suppliers employing staff must also hold Employer's Liability Insurance, where required by law.

#### 14.2 Health and Safety Compliance

All electrical equipment brought onto the premises must be PAT tested and accompanied by appropriate certification. Suppliers must also provide suitable and sufficient risk assessments covering risks to staff, guests, and members of the public.

#### 14.3 Power Supply

Third-party suppliers requiring power for outdoor installations must provide their own independent power source. The Company does not provide outdoor power access for external suppliers.

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### 15. INFLATABLES AND SIMILAR EQUIPMENT

#### 15.1 Conditions of Use

Bouncy castles and similar inflatable equipment may be permitted on site, subject to full compliance with the insurance, testing, and risk assessment requirements set out in Sections 13 and 14.

#### 15.2 Supervision

All inflatable equipment must be supervised at all times by a trained and insured representative employed by the supplier. Under no circumstances may guests or event attendees supervise, operate, or be responsible for inflatable equipment.

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### 16. NON-COMPLIANCE BY SUPPLIERS

Where a third-party supplier fails to comply with these Terms, the Company reserves the right, acting reasonably and in the interests of health and safety, to refuse access to the premises or require the removal of the supplier and/or equipment.

The Company reserves the right to inspect supplier documentation and equipment prior to or during the Event.

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## 17. DAMAGE AND PROPERTY CARE

### 17.1 Responsibility for Damage or Loss

The Client shall be responsible for any loss of or damage to Thornhurst Manor property caused by the Client, their guests, suppliers, or contractors, except where such loss or damage arises from the Company's negligence.

This includes, but is not limited to:

- Furniture and fixtures
- Walls, paintwork, ceilings, doors, and flooring
- Hired decorative items, including room dressing, love letters, flower arches, post boxes, and similar items

### 17.2 Walls, Paintwork, and Fixings

Nothing may be affixed to walls, ceilings, doors, or painted surfaces, including tape, Blu-Tack, adhesives, glue dots, or command strips. Any resulting damage will be charged at the cost of repair or reinstatement.

### 17.3 Personal Property

The Company is not responsible for loss of or damage to personal property belonging to the Client, guests, or suppliers unless caused by the Company's negligence.

### 17.4 Client Acknowledgement

By proceeding with the booking, the Client confirms they have read, understood, and agreed to this Section and accepts responsibility for ensuring that guests and suppliers are aware of and comply with these Terms.

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## 18. SPARKLERS – USE AND RESPONSIBILITY

Sparklers may only be used at the Event with the prior written consent of Thornhurst Manor and strictly in accordance with this clause.

Any damage to Thornhurst Manor property arising from the use of sparklers shall be charged to the Client at the reasonable cost of repair or replacement.

All sparklers must be extinguished immediately after use in the fire-safe containers provided by the Client. Sparklers may only be lit, handled, and supervised by a responsible adult aged eighteen (18) years or over at all times.

The Client accepts responsibility for ensuring that sparklers are used safely and in accordance with these Terms and Conditions, and for any damage to property or injury to persons arising from their use, except where such damage or injury is caused by the negligence of Thornhurst Manor.

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## 19. GIFTS AND PERSONAL BELONGINGS – COLLECTION AND STORAGE

Gifts received from guests during the Event may be accepted by staff and stored in a secure storage area within Thornhurst Manor. Such items may be collected by the principal guest(s) upon departure. The Company does not accept responsibility for gifts not handed into secure storage, or for any loss or damage unless caused by the Company's negligence.

Any gifts, cards, decorations, personal belongings, or other items brought onto the premises by the Client, guests, or suppliers must be collected from Thornhurst Manor within three (3) days following the Event, unless an alternative collection arrangement has been agreed in writing with the Company prior to the Event.

Where items are not collected within this timeframe and no prior written agreement exists, the Company reserves the right, acting reasonably, after making reasonable efforts to contact the Client, to remove, dispose of, or otherwise deal with such items at its discretion. The Company accepts no responsibility for loss of or damage to any items not collected within the specified timeframe, save where caused by the Company's negligence.

Any reasonable costs incurred by the Company in storing, handling, or disposing of uncollected items may be charged to the Client.

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## 20. CLIENT PERSONAL DETAILS

Client 1:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Client 2 (*if applicable*):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

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## 21. ACCEPTANCE

By signing below and/or paying the Booking Fee, the Client confirms that they have read, understood, and agree to be legally bound by these Terms and Conditions.

Client 1:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Client 2 (*if applicable*):

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Company Representative:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_