



ENGLISH HERITAGE

A date to remember. . .



Magical occasions, planned to perfection
. . . a truly special day in unique historic
locations . . .

. . . Kirby Hall



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Kirby Hall

Begun by Sir Humphrey Stafford in about 1570, Kirby Hall is one of England's greatest Elizabethan and 17th-century houses.

Although this vast mansion is partly roofless, most of its walls survive to their full impressive height: so does the stupendous three-tier inner porch. Kirby Hall's exceptionally rich decoration proclaimed that its successive owners were always in the forefront of new ideas about architecture and design.

The Great Hall and main rooms have been refitted and redecorated to authentic 17th and 18th-century specifications and are now available for wedding ceremonies, civil partnerships and corporate drinks receptions.

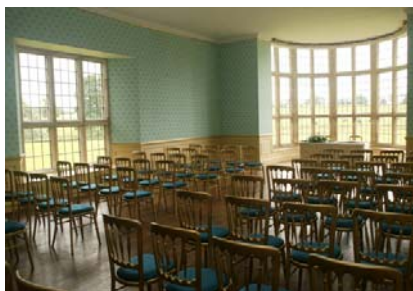
Kirby Hall has been the location for many films and documentaries including Simon Schama's History of Britain, David Starkey's Elizabeth, Jane Austen's Mansfield Park and A Christmas Carol.

A stunning setting for your historic day.

Billiard Room and Library

Framed by a beautiful bay window, the Billiard Room has been recently restored to its original colours. Available to seat 75 guests, the ceremony can take place within the confines of the bay window with the beautiful gardens forming the backdrop to your ceremony.

Adjoining the Billiard Room, and also overlooking the gardens, the Library is available for more intimate wedding ceremonies for 50 guests and for drinks receptions following a ceremony in the Billiard Room.



Great Hall

In sharp contrast to the refined classical work of the rest of the building, the Great Hall is a dramatic Elizabethan room with a minstrels gallery, with its roof recently restored to its original stunning blue. The Great Hall is available for civil ceremonies up to 100 guests and drinks receptions for the same number.



Gardens

Sir Christopher Hatton the Fourth added the great gardens (described as 'ye finest garden in England') in the late 17th century. They are now partly restored and laid out in an elaborate 'cutwork' design. They are available for drinks receptions after your wedding ceremony or as a backdrop for an elegant corporate drinks receptions.





ENGLISH HERITAGE

Kirby Hall Tariff and Capacities

Kirby Hall is available for Civil Wedding and Civil Partnership ceremonies
Prices are valid until 31st December 2008.

Drinks Reception (Sun – Fri)

Billiard Room	6.30pm – 9pm	up to 100 guests	£1,200
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Wedding Ceremony and drinks reception (Fri and Sat only)

Billiard Room for ceremony (Garden Terrace, Great Hall or Library of the Hall for drinks)	4pm – 6.30pm	up to 100 guests	£950
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Prices are exclusive of and subject to VAT.

Ceremonies are subject to Registrar availability

Prices are for room/grounds hire only and are exclusive of catering, flowers and registrar's fees.

English Heritage reserves the right to amend prices at any time without notice.

Contact Details

For more information or to arrange to visit Kirby Hall please contact Kirby Hall.

Telephone: 01536 203230

Email: beryl.spearman@english-heritage.org.uk

Address: Kirby Hall, Deene, Corby, Northamptonshire NN17 3EN

Web: www.english-heritage.org.uk/hospitality



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Kirby Hall Recommended Suppliers

Caterers

A full list of recommended suppliers
will be available shortly



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Kirby Hall Hirer's Guidelines

English Heritage offers facilities for events to be held within specified areas. The sites are of national importance, the safety of which is paramount. Requests for events will only be accepted if they are considered reasonable and appropriate to the site as a venue.

English Heritage properties are several centuries old, and, due to the historical nature of the site, have certain limitations in their use. For detailed information on restrictions relating to a particular property please refer to the Hospitality Manager and your contract. Your contract will have site specific guidelines which supersede the general guidelines shown below.

Some properties may not be suitable for children under 10 years of age, large groups of children, or accessible for guests with limited mobility.

Stiletto heels may not be worn in some properties due to the fragile nature of certain floors. You may be asked to advise your guests to wear appropriate footwear.

Service of food and drinks that spill easily and contain staining agents such as red wine or red berries may not be served in certain rooms.

Candles and naked flames are not permitted within the majority of English Heritage buildings.

Smoking is not permitted inside English Heritage buildings.

Confetti is not permitted on English Heritage sites, although rose petals may be permitted outside by prior arrangement.

Registrar. After meeting with the Hospitality Manager, you should confirm that the Superintendent Registrar and Registrar are available to

conduct your ceremony. Tel: 01536 203141. English Heritage cannot book this on your behalf, take responsibility for or deal with any of the legal aspects of civil ceremonies, including non-arrival of the Registrar. You should confirm any special requirements regarding the ceremony with the Registrar at the time of booking. Religious and/or spiritual reference may not be permissible.

Suppliers. For catering, marquees and lighting you must use the English Heritage accredited suppliers as advised to you by the Hospitality Manager. If your event requires specialist services, please seek advice from the Hospitality Manager.

Deposit. A non-refundable Deposit (50% of hire fee) is payable to English Heritage to confirm the booking. Full payment is required prior to the event, either immediately or one month before, whichever is greater. If another client wishes to book the same date(s) before your booking has been confirmed, you will be asked to confirm your booking and pay the Deposit within 48 hours. If the Deposit and signed Agreement are not received within this period, English Heritage reserve the right to cancel your booking.

Cancellation. You may cancel a booking by giving English Heritage notice in writing. English Heritage shall use its reasonable endeavours to find a replacement booking for the dates at the property and, if successful, will refund you 90% of the Deposit and the balance of the Hire Fee paid. Where English Heritage cannot find a replacement booking, it reserves the right to retain the Deposit; and where you cancel the Event less than three months in advance, to retain or charge you the balance of the Hire Fee. Some conditions may vary according to the

nature of the event – please refer to your contract.

For security purposes, English Heritage requires a copy of your guest list in advance of the event. Organising personnel should not arrive on site prior to the times agreed with the Hospitality Manager. Names are to be provided in advance and personnel will be asked to sign in and display appropriate identification.

The Hospitality Manager or a Duty Manager from the Visitor Operations Team will be on duty throughout the event.

English Heritage reserves the right to remove any guests whose behaviour is thought to endanger the safety of the site, other guests or English Heritage staff.

The hirer and guests must leave by the hire finish time. All refreshments and music must cease 30 minutes prior to the hire finish time.

The hirer, or their suppliers, are responsible for removing all litter and anything brought to site prior to public opening the next day. English Heritage will not accept responsibility for loss or damage to any articles brought to site by organisers or guests.

Insurance. English Heritage carries an insurance policy which provides cover for some of the risks which may arise as a result of the hiring of an English Heritage property. The policy covers claims to a maximum of £5 million (£20 million for certain properties) for damage caused to the property, contents or English Heritage employees. Cover is not provided for cancellation costs or any claims arising as a result of negligence by the hirer.

A copy of the full Terms and Conditions is available upon request