



ENGLISH HERITAGE
ELTHAM PALACE
& GARDENS



Eltham Palace and Gardens was the dazzling home of a millionaire couple, whose lifestyle encapsulated the glamour of high society living on the eve of the Second World War. Virginia Courtauld was vivacious and chic. Her husband, Stephen, was her opposite, cautious and reserved. But they shared a vision of a life in luxury and, in 1933, Eltham was the place they chose to create it.

The medieval Great Hall, boyhood home of King Henry VIII, was their starting point. They built a striking Art Deco house attached to the hall, packed with all the latest mod cons. Friends would visit and enjoy croquet and a drop of brandy in their afternoon tea, or twilight cocktails on the terrace.

When the war broke out, life inevitably changed. But even as the couple retreated to their luxurious bomb shelter, the door always stood open for visitors.

Your wedding day will lead you and your guests over Eltham's ancient bridge into this remarkable world. Emulate 1930s sophistication with a ceremony in the curved Entrance Hall. Whether you enter through the double doors, or down the curved staircase, you can stand together under the glass domed roof to make your vows. From here, lead your guests out for drinks on the terrace, where spring time wisteria tumbles over the pergola. Or step into the drawing room to gather around the marble fireplace and grand piano. As the evening draws in, head into the medieval Great Hall where you can dine in splendour as royalty once did, then dance into the night as a backdrop of stars appears through the double height bay windows.



ROOM HIRE

ENTRANCE HALL

CEREMONY: 100 | DRINKS: 100 (200 with adjoining rooms)

Inside this circular wood-panelled room, exquisitely picked out in shades of coffee and cream, is where many couples choose to marry. Like a Hollywood star, you can make an entrance down one of a pair of curved staircases before you exchange vows beneath a glass dome. Family and friends can surround you during the ceremony and afterwards, step through French doors directly to the terrace beyond. If the sun is shining, enjoy drinks overlooking the flower gardens.



ITALIAN DRAWING ROOM

DINING: 60 | DRINKS: 100

Decorated in burnt orange and blues, the drawing room – which has its own grand piano – can be used with the Entrance Hall and adjoining Dining Room for drinks receptions. Both rooms have doors opening out onto the Terrace.



GREAT HALL

CEREMONY: 200 | DRINKS: 300 | DINING: 200 | DINNER/DANCE: 170

Separated from the main house only by a sliding Chinese lacquer screen striking a contrast between Art Deco and Medieval. The hall may be used for larger ceremonies, but more usually hosts dining and dancing. You can use lighting to illuminate the soaring hammer beam ceiling and the minstrels' gallery is ideal for live music performances. Open up the doors and let the sunshine flood in, or let your guests wander out into the gardens.



GARDENS

DRINKS: 300

Your guests can toast your future with drinks on the flagstone terrace overlooking the lovely moated flower gardens. With climbing wisteria and scented roses, you can capture beautiful, flower-framed photographs.



Eltham Palace also boasts a series of rooms with original features, including Virginia Courtauld's bedroom and gold mosaic bathroom, which may be used by couples hiring Eltham Palace for photography.

❧ SAMPLE RUNNING ORDER ❧



Congratulations on your upcoming wedding and thank you for considering Eltham Palace & Gardens. We have put together the following as a guide to costs, suppliers and timings that may need to be considered when planning your wedding here.

Please note that this is designed as a guide only. The timings and how the day runs can be flexible and should be discussed with your hospitality events co-ordinator and suppliers to ensure you have a wedding day that is unique to you. The prices will vary depending on the number of guests attending and the suppliers you wish to use.

GUESTS ARRIVAL

Guests should start to arrive from 3pm in preparation for a 3.30pm ceremony. Guests may park in our large car park, which has spaces for 90 cars and 3 coaches, and then follow the short path leading over the Moat Bridge and onto the Turning Circle, where our staff will be waiting to greet them. Guests may leave their coats/bags in the cloakrooms just inside the foyer before making their way inside the art deco Entrance Hall with its stunning domed ceiling.

CEREMONY

The ceremony should last approximately 30 minutes and can take place in either the Entrance Hall or Great Hall. The Entrance Hall is typically set out in a circular arrangement, with the chairs around the outside of the large rug and the marriage would take place in the centre. This room has a capacity of 100 for a ceremony. Alternatively, the Great Hall can accommodate up to 200 guests and is commonly arranged in a more traditional theatre style set up.

DRINKS RECEPTION & PHOTOS

Once the ceremony concludes at 4pm, the Bride and Groom may choose to make their way to the Italian Drawing Room or large outdoor Terrace from the Entrance Hall, or back into the Art Deco House from the Great Hall, where you will be greeted with your first drink as a married couple. Guests may then make their way into the Italian Drawing Room and Terrace where they will be offered a selection of reception drinks from waiting staff. Waiters will circulate around the Palace, offering your guests the chosen selection of canapés.

🌀 SAMPLE RUNNING ORDER 🌀

Guests will have access to the Terrace and large South Lawn where they may relax and enjoy the unique grounds of the Palace. At your request, we can also open the upstairs of the Palace to allow your guests to view the stunning bedrooms and bathrooms. House staff will be present to share their knowledge of the Palace with your guests.

TABLE PLANS

The drinks reception will last approximately one and a half hours from 4pm – 5.30pm, leaving plenty of time for photos, mingling and participating in any outside entertainment.

Guests will then be called for Dinner at 5.30pm either by our staff or your Best Man, if preferred.

Although there are many ways to allocate guests' seating arrangements, the simplest and most effective is a table plan. Your chosen caterer can supply a board and easel for them to be displayed during the reception, which can be moved just outside the Great Hall as guests are called for dinner. You may also wish to provide place names to be set at each of the tables. If you would like your guests to have a reminder of your day, favours at each place setting are a good idea. Please ask us for some unique ideas and to check that your favours are permitted at the venue before purchasing. There are many different styles and colours of linen, chairs, seat pads, glasses, chinaware and silverware that your caterer will have for you to choose from to perfectly match your taste and chosen theme.

Florists from our accredited supplier list will also be able to provide you with beautiful table centre pieces, and any additional decoration you may want around the Palace, as well as your own bouquet and button holes.

WEDDING BREAKFAST

The maximum number of guests that can be accommodated in the Great Hall for dinner is 200, and you may use the large oak table on the dais as your Top Table. As guests take their seats for dinner, waiters and waitresses will begin pouring a selection of your dinner drinks as the service of your dinner begins at 6pm.

Once dinner service has ended, coffee and your choice of toast drinks will be served in preparation for speeches (if these are taking place after dinner). Once dessert has been cleared at 8pm, you may choose this moment to cut your wedding cake.

SPEECHES

Depending on the timings of the wedding, there are many ways that speeches can be carried out;

Before Dinner

It is becoming increasingly popular to carry out the speeches before guests are seated for dinner. At Eltham Palace this can take place in the Entrance Hall where guests will be gathered for the drinks reception. Alternatively it can, of course take place once guests are seated in the Great Hall and before dinner is served.

After Dinner

Traditionally after dessert, champagne is poured and wedding speeches take place, followed by the cutting of the cake.

Before the Evening Party

This option is ideal if you have additional guests for the evening as it enables these guests to hear your speeches and see the cutting of the cake.

EVENING RECEPTION

If you are having additional guests, they can be invited from around 8.30pm. Your first dance can take place soon after to signal the start of your evening festivities. Depending on your chosen caterer, you can either opt for a cash bar or a free bar. You may wish to have some evening catering, this would be served at 10pm.

At 11.30pm, the bar will close and the music will finish as your big day starts to wind down with guests departing by midnight.

SAMPLE COSTS

To give you an idea of costs we have put together a sample guide to help you budget for your day.*

- **VENUE HIRE** FROM £1,950
- **WEDDING PACKAGES** FROM £16,800**
- **CATERING** FROM £110pp*** (All of our caterers can offer a completely bespoke quote.)

THIS INCLUDES: Canapé reception (4 per person)
Sparkling drinks reception
3 course meal with bread, coffee & petit fours
½ bottle of house wine, jugs of iced water (per person)
Sparkling toast drink
Round tables, chairs, cake table, high top bar
Linen, crockery, cutlery, glassware
Hospitality events co-ordinator
Delivery and set up

- **REGISTRAR** FROM £300
- **DANCE FLOOR** FROM £300

- **OTHER CONSIDERATIONS**

Evening bar, evening food, flowers, evening entertainment, cake and photographer .

For our full list of accredited suppliers, please request our full brochure.

All prices are subject to VAT.

*These prices are a guide only. Please contact us for your bespoke quotation.

**Based on 100 guests, prices valid until 31st March 2019.

***Based on a minimum of 100 guests

TESTIMONIALS

'Thank you, we had an incredible day! Everything went so smoothly, you and your team did a fantastic job. I'm sure we'll be heading back to the palace soon to relive it all.'

Kathryn & Nick | August 2017

'Thank you so much to you all for yesterday. It was so perfect and ran so smoothly although I know behind the scenes you were working frantically. Thank you again for making our day so special.'

Jess & Richard | July 2017

'Thank you very much for everything that you did for our wedding on 24 June. It all went very smoothly and exactly as we wanted it to as you had asked all the questions that needed asking beforehand. All of your staff were very professional and everyone that came were really impressed by the venue. We had a great time.'

Mel & Chris | June 2017

"We would like to thank you for all your help, we really appreciated it. The whole day would not have been as successful and memorable if it was not for your brilliant organisational, helpful and artistic mind. All the staff at Eltham Palace made the day run so smoothly. All guests thoroughly enjoyed themselves and could not stop praising how amazing and nice the Palace was and how helpful all the staff were."

Amandeep & Gurprit | June 2016

"What a gem of a place, Eltham Palace. Tucked away in a residential area hidden in SE London close to Greenwich and its heritage and its beauty. It was a perfect venue for our London based wedding. We loved the history, architecture and gardens and moat. Most of all, we made full use of the Great Hall and the art deco reception so we could host a wedding ceremony, reception and dinner and after dinner party in one amazing location. Our co-ordinator came with experience and advice that was invaluable and she worked with our caterers and florist and lighting people to deliver us a day that went without a hitch. She was prompt to answer emails and was always cheerful and calm and made us feel that way too. Although English Heritage venue's come with their restrictions, we wouldn't have had our wedding at any other place and it truly was the best day of our lives"

Faiza & Greg | January 2015

ROOMS & GARDENS

