

# The Pink Guide No 1

Wedding on the day version

## **Day before the wedding**

### **Arrival of the happy couple**

You should aim to arrive on site for 3pm [not before please as our housekeeping team or the fairy dust busters might not have finished cleaning!]

You will be met in the Great Hall for a quick chat/final run through of your running order plan. There will also be time for you to leave gifts/personal notes in the guest bedrooms.

### **Guest arrival**

Guests should begin arriving from 4pm [not before please as the wedding planner needs time with you both alone]

Guests will be shown to their rooms by the Brympton team. The wedding planner will stay in the Great Hall to welcome every guest individually and will serve a complimentary cup of tea or coffee to your guests in the Great Hall between 5 and 6pm. To make this a little more special you can opt to have it served on the vintage china from the ballroom @ £4pp [if your styling package does not include this already].

### **Rehearsal**

If you are getting married on site then a rehearsal will take place at 6.30pm in either Castle House or The Temple with the wedding planner. If you are getting married in a church off site it is normally possible to book a rehearsal with the church warden or vicar. The planner will leave after the rehearsal finishes.

### **Pre-dinner drinks**

Drinks are normally served from 7pm by the house porter. You can have them in the Great Hall, State Drawing Room or if the weather is glorious on the South Terrace.

If you prefer not to provide your guests with pre-dinner drinks then the library bar can open at this point and your guests can pay for their own!

### **Dinner**

You have 3 dining options to choose from:

- Eat off site
- Eat your own pre prepared food on site: fish and chips for example

would fall into this category as would dishes of food that either you or your friends have made but which need heating up and serving. A service charge of £4pp applies and will cover crockery, cutlery, glassware, heating the food if necessary and wash up. For a supplement of £1pp more the house porter will also serve tea and coffee to your guests after their meal.

- **The Brympton Supper:** with this option a 2 course supper @ £25pp is served either in the State Dining Room, Star Chamber or if the weather is glorious in the garden! Includes after dinner coffee.

In terms of the alcohol that you make available to your guests during and after dinner you have 3 options:

- If you have opted for the pp drinks service charge then you will be able to bring in however much wine/champagne you think your guests will get through!
- You can purchase a quantity of wine/champagne from the house list to cover dinner
- You can opt for your guests to buy their own drinks from the library bar
- Please note – only drinks purchased on the premises [and this includes wine and champagne brought in as part of the pp drinks service charge] can be consumed on the premises

### **Post Dinner**

Depending on the time of year most wedding parties spend the rest of the evening relaxing either in the house or in the garden.

### **Putting the House to bed**

The night porter will close the State Drawing Room/Ante Room and Great Hall at midnight and lock the fire doors. For those guests who really want to burn the midnight oil though [and we strongly advise that this shouldn't include the happy couple!] then the library bar/Blue Sitting Room will remain open and staffed by the night porter.

### **Your Wedding Day!**

#### **Breakfast**

You can opt to both have breakfast [smoked salmon, scrambled eggs, coffee/tea/toast/fruit juice] in the honeymoon suite at any time between 9 am and 10am or you can join your other guests for breakfast in the Star Chamber at 9.30am. If you want to you can also opt for one of you to have breakfast in the honeymoon suite whilst the other has breakfast with the guests!

Resident guests are served breakfast in one sitting at 9.30am and it's very important that you make your guests aware of this as the breakfast staff have to vacate the kitchen by 10am to make way for your catering team!

### **The Wedding Planner checks in**

Your planner will arrive at 12 midday and check in with both of you – so please let her know where you will be!

### **Lunch**

You have 3 lunch options to choose from for your resident guests:

- Your guests go off site and feed themselves
- You arrange for someone to go the supermarket and buy a quantity of pre prepared sandwiches/bags of crisps etc. A £1pp service charge will attach to this option to cover clean up or £2pp if you want to provide your guests with tea or coffee
- You pre order lunch from your catering team – this is normally something very simple like soup or sandwiches

### **Library bar opens**

The bar opens at 1pm and will stay open until your wedding breakfast begins

### **Ceremony, drinks reception, wedding breakfast**

The timings for these will have been negotiated with your wedding planner and your registrar or vicar! For onsite weddings the registrar arrives 20 minutes before the ceremony and has to meet the planner first as she is the nominated on site 'responsible person'. Then he/she will meet the two of you either separately or together in either the honeymoon suite or the ceremony space. You can opt to both walk into the ceremony together or one of you can be met in the ceremony space by the other.

### **Evening reception**

At the end of the wedding breakfast any bottles of wine/champagne that are left over are gathered in.

Your guests then make their way over to the Orangery – which has a fully staffed, licensed bar and which can be run either as a cash bar or an account bar.

The house will be closed at this point and the fire doors will be locked. Resident guests will still be able to access their rooms though via the Star

Chamber.

In terms of an evening food you have a couple of options:

- You can order it from your catering team with typical choices including bacon butties, cheese boards and mini Cornish pies or pasties
- You can order a hog roast or bar-b-q from the House

The evening reception finishes at midnight [unless you apply for an extension to 2am @ the cost of £250]

After your evening reception finishes and after your non-resident guests have departed the Brympton After Party begins!

### **Brympton After Party**

This is open to resident guests only.

The night porter will serve your remaining wine and champagne in the Blue Sitting Room/Library bar. The night porter is also happy to make complimentary tea and coffee for your guests and will only go to bed when your last guest has made their way up to bed for the night!

### **The Morning After**

Breakfast is served in one sitting for all guests [and this includes the happy couple!] at 9.30am.

Check out from the bedrooms is at 10am; although if we have no other event on that day then you are welcome to laze around reading the papers in the Blue Sitting Room or playing a game of cricket before you go!

# The Pink Guide No 2

Wedding on the day version

## **Arrival of the happy couple**

You should aim to arrive on site at 12am midday [not before please as our housekeeping team or the fairy dust busters might not have finished cleaning!] It is sometimes possible to arrange for an earlier check in if we haven't got an event the day before and your wedding planner will let you know whether this will be possible at least 3 months before your wedding.

Both of you should make your way directly to the honeymoon suite where you will be met by the wedding planner for a quick chat/final run through of the running order plan. This is the point at which you can give the planner any additional decorations that you want on the tables/in the guest bedrooms etc.

If you prefer one of you can wait in the Blue Sitting Room from this point for your curtain call!

## **Guest arrival**

Guests should begin arriving from 1pm [not before please as the fairy dust busters might not have finished cleaning the bedrooms]

Guests will be shown to their rooms by the Brympton team. The wedding planner will stay in the Great Hall to welcome every guest individually.

## **Library bar opens**

The library bar opens at 1pm and will remain open until the beginning of your wedding breakfast.

## **Lunch**

You have 3 lunch options to choose from for your resident guests:

- Your guests go off site and feed themselves
- You arrange for someone to go the supermarket and buy a quantity of pre prepared sandwiches/bags of crisps etc. A £1pp service charge will attach to this option to cover clean up or £2pp if you want to provide your guests with tea or coffee
- You pre order lunch from your catering team – this is normally something very simple like soup or sandwiches

## **Ceremony, drinks reception, wedding breakfast**

The timings for these will have been negotiated with your wedding planner and your registrar or vicar! For onsite weddings the registrar arrives 20 minutes before the ceremony and has to meet the planner first

as she is the nominated on site 'responsible person'. Then he/she will meet the two of you either separately or together in either the honeymoon suite or the ceremony space. You can opt to both walk into the ceremony together or one of you can be met in the ceremony space by the other.

### **Evening reception**

At the end of the wedding breakfast any bottles of wine/champagne that are left over are gathered in.

Your guests then make their way over to the Orangery – which has a fully staffed, licensed bar and which can be run either as a cash bar or an account bar.

The house will be closed at this point and the fire doors will be locked. Resident guests will still be able to access their rooms though via the Star Chamber.

In terms of an evening food you have a couple of options:

- You can order it from your catering team with typical choices including bacon butties, cheese boards and mini Cornish pies or pasties
- You can order a hog roast or bar-b-q from the House

The evening reception finishes at midnight [unless you apply for an extension to 2am @ the cost of £250]

After your evening reception finishes and after your non-resident guests have departed the Brympton After Party begins!

### **Brympton After Party**

This is open to resident guests only.

The night porter will serve your remaining wine and champagne in the Blue Sitting Room/Library bar. The night porter is also happy to make complimentary tea and coffee for your guests and will only go to bed when your last guest has made their way up to bed for the night!

### **The Morning After**

Breakfast is served in one sitting for all guests [and this includes the happy couple!] at 9.30am.

Check out from the bedrooms is at 10am; although if we have no other event on that day then you are welcome to laze around reading the papers in the Blue Sitting Room or playing a game of cricket before you go!