

TERMS AND CONDITIONS OF BOOKINGS

1. A provisional reservation will be held for 14 days. In order to confirm your Civil Ceremony, Whittington Castle requires you to complete the enclosed booking form, sign and date this terms and conditions form and pay a £50 deposit cheque (made payable to Whittington Castle Preservation Trust, or W.C.P.T) or cash. This deposit is non-refundable.
2. We recommend that you take out private insurance in order to meet any charges that may be incurred in the unlikely event that you need to cancel your wedding day. If you cancel within 14-days you are liable to a cancellation charge up to the full cost of the booking. If you cancel within 3 months of the wedding once you have paid the 50% of the total cost then a cancellation fee will be incurred.
3. In the event of wet/windy/extreme weather/wildlife nuisance – Whittington Castle reserves the right to move/host the champagne Toast indoors (if 40 people or less). This decision will be made by Whittington Castle on the day – every effort will be made to hold your event outside.
4. Estimated numbers must be given at the time the booking is confirmed. Final numbers are required 14-days in advance, along with confirmed seating plan.
5. 50% of your full payment should be paid 3 months after your initial booking.
6. Full payment in advance is required 28 days prior to the date. Any sundry items can be settled on the day.
7. Whittington Castle is open to the public at all times. As such we cannot offer exclusivity of the castle grounds.
8. Whittington Castle is a historic monument and a site of special wildlife interest. It is important that all visitors respect the site, and for this reason we regret that we do not allow rice or confetti to be thrown in the Castle grounds or building. However, as an alternative, you can purchase edible confetti which is safe for the local wildlife. The Castle has produced special bags safe for the ducks and swans. Each bag sold helps Whittington Castle which is as charity. Please ask for details.
9. Please note that Whittington Castle is set up for Civil Ceremonies for 40 or less people. Due to the room sizes the Castle cannot accommodate extra guests inside in the event of bad weather.

Please return

- Booking Form - Signed Terms and Conditions Form - Deposit Cheque or Cash £50

To Sue Ellis, Castle Manager, Whittington Castle, Castle Street, Whittington Shropshire, SY11 4DF.

I accept the above Terms and Conditions of Booking

Signature _____ Date _____