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- HIGHCLIFFE CASTLE -  
WEDDING BROCHURE  
2022



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[www.highcliffecastle.co.uk](http://www.highcliffecastle.co.uk)





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## OUR HISTORY...

Built in the 1830's, Highcliffe Castle is the realised vision of the rather extravagant Lord Stuart de Ros.

Created with entertainment in mind, the castle has been home to a number of royal and notable guests over the years.

With its Medieval and Renaissance carved stone and Gothic revival features, our Grade 1 listed building is truly a one off for its period.

Having withstood two fires, Highcliffe Castle rises like a phoenix, majestically overlooking the Isle of Wight & Christchurch Bay from its cliff-top location.

Today Highcliffe Castle allows you to create your own unique story, which will be treasured for years to come.

## LOCATION

The castle is on the outskirts of Highcliffe village. Nestling on the border of Dorset and Hampshire, Highcliffe is an award winning floral village, situated between beautiful beaches.

### By Road...

The Castle car park currently holds 100 spaces including a bay for wedding car parking which can accommodate 30 spaces. Input, BH23 4LE into your Sat Nav for directions.

### By Air...

We are within easy access of Bournemouth International Airport (6 miles) and Southampton (25 miles).

### By Train...

The nearest train station is Hinton Admiral – a 20-minute walk to the castle. A





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## A GUIDE TO YOUR CEREMONY

### THE WINTERGARDEN

The Wintergarden can seat up to 110 guests for your ceremony.

We provide two large floral arrangements presented on pedestals alongside hurricane lanterns and a personalised wedding sign.

You may take full advantage of the baby grand piano or perhaps you might hire a string quartet to complement the fabulous acoustics of the room.

Alternatively, simply upload your favourite playlist to your phone or tablet to be played through our media centre.

### DRINKS & PHOTOGRAPHS

After your ceremony you and your guests can enjoy a drinks reception which can be served on the lawn directly outside of the Wintergarden or in the Drawing Room.

You can choose to purchase drinks directly from the Castle or provide your own fizz, beer and soft drinks for a corkage fee. We will store, chill and serve these for you after the ceremony.



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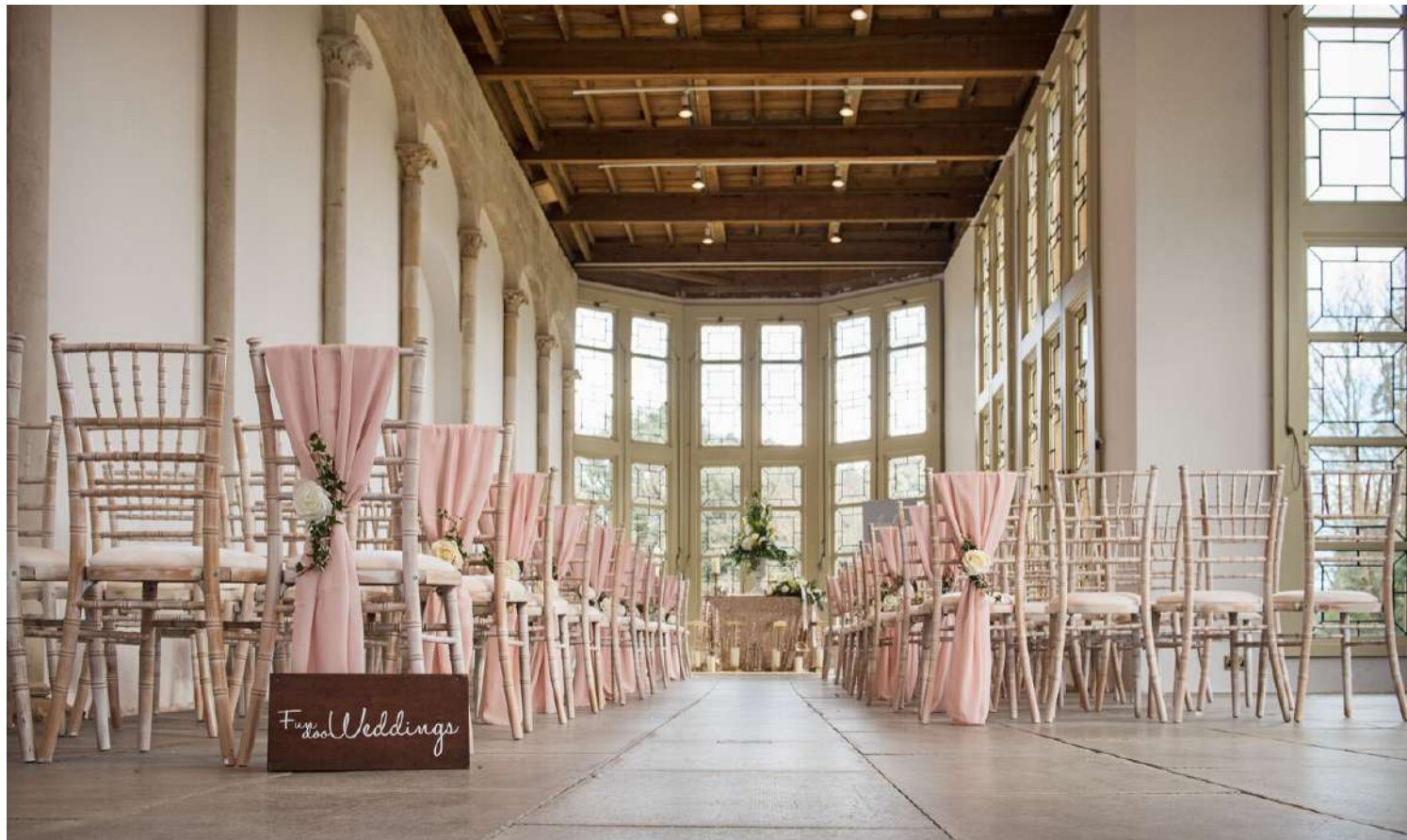
#### TIMINGS- CEREMONY ONLY

11:30	Guest and Partner One arrival
11:45	Partner Two arrival
12:00	Ceremony in the Wintergarden
12:30	After ceremony Drinks & Photographs
13:00	Leave for reception venue

#### TIMINGS- CEREMONY & RECEPTION

14:00	Guest and Partner One arrival
14:15	Partner Two arrival
14:30	Ceremony in the Wintergarden
15:00	After ceremony Drinks & Photographs
16:00	Take your seats
16:15	Wedding Breakfast
18:00	Drinks to be served for speeches
18:30	Cake Cutting
19:00	Evening guests to arrive
19:30	First Dance
20:30	Evening Buffet
23:00	Carriages*





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©Paul Underhill



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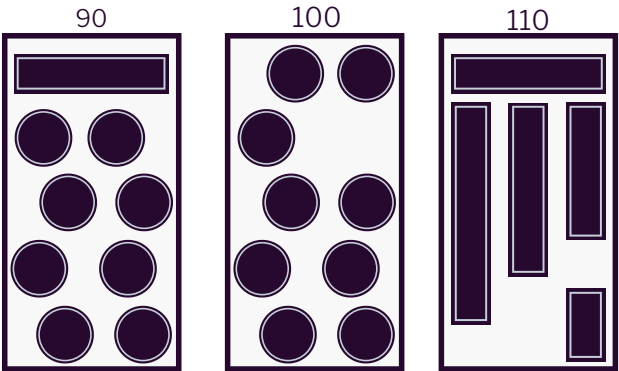
# THE GREAT HALL

When it comes to planning your perfect romantic reception Highcliffe Castle can offer you two unique choices.

They both reflect the timeless style you would expect from a Grade 1 listed castle but each have their own character and style.

You can dine in the majestic Great Hall with its stunning 30 foot high, stained glass Jesse Window, creating a spectacular backdrop for your first meal as a married couple.

The Great Hall can seat up to 110 guests.



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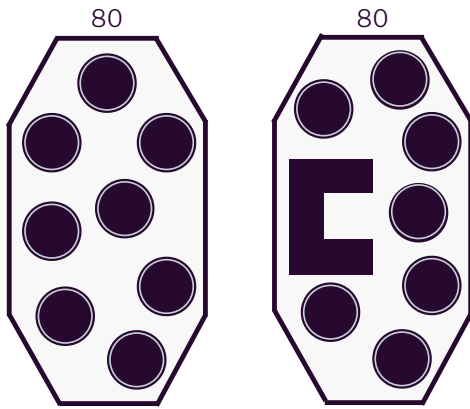


## STATE DINING ROOM

Alternatively, your Wedding Breakfast can be served in the atmospheric State Dining Room, it features exposed brick work, and full length windows that allow you to take in the breathtaking views of the Isle of Wight Needles.

The State Dining Room can seat up to 80 guests.

You are of course welcome to invite additional evening guests.



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## CATERING AND DRINKS

Our caterers have been chosen for their amazing food, high quality customer service and their understanding of working within our Grade I listed building. Our weddings team can offer guidance as to which caterer might best suit you, based on your taste and budget. You will then be asked to deal personally with your chosen caterer to allow for a bespoke service for your first meal as newly-weds.

Please ask for more information on the selection of hand-picked caterers available to you.



### Castle Corkage

Provide your own:  
fizz, wine, beer and soft drinks  
for after ceremony drinks and  
the wedding breakfast\*

\*Please note corkage finishes when you  
leave your wedding breakfast room. We will  
pack all unused bottles away and any opened  
will be available for your guests to enjoy in  
the evening.

### Castle Drinks Package

1 glass of fizz after ceremony  
Half of bottle of wine  
1 glass of fizz for the toasts

Soft drinks for children to enjoy after the  
ceremony and during the wedding breakfast.





## THE DRAWING ROOM & CASTLE BAR

The Castle Bar will open at 16:00 to serve your guests throughout the evening. The bar accepts card or cash and will close 15 minutes before the end of your hire. This is usually 23:00 but you do have the option to extend to midnight for an additional fee should you wish.

You party will have a lively hub in the Castle Bar as it links to whichever dining area you have chosen to use accompanying the Drawing Room. Dance the night away with a band or DJ of your choice.

Guests can remain in the dining area which doubles up as a more relaxing lounge throughout your evening reception.

### A LITTLE EXTRA...

Fancy adding a little extra to your evening to really get the party started? Our weddings team can offer advice on options you might wish to consider including:

- Photobooth
- Casino
- Sweet cart
- Sparklers



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## FREQUENTLY ASKED QUESTIONS

### How much is the deposit to secure our wedding day?

Ceremony only deposit is a non-refundable £500.00 and ceremony and reception the deposit is a non-refundable £1000.00. Please note, this payment is nonrefundable.

### Do we need to contact the Registrars?

As soon as you have booked your wedding with us, please contact BCP Council registrars to organise your ceremony.

### When is our remaining balance due?

Your final balance is due six weeks before your wedding. Payment can be made via BACS or credit/debit card over the phone.

### What staff will be available on the day to help our wedding run smoothly?

Your wedding day will be fully supervised by our Wedding Coordinator and an Events assistant. In addition there will be a Wedding Steward inside the Wintergarden before, during and after your ceremony. They will be able to help with any questions your wedding party may have or any special assistance you or your guests may require. Your after ceremony drinks will be served by our bar staff.

After your first dance the Wedding Coordinator will hand over to a Front of House manager who, along with an Events assistant, will be available for any support you or your guests require until the end of the day.

### What parking facilities do you have at Highcliffe Castle for our wedding day?

On the day, we have a designated parking steward who will direct your guests to the designated wedding bay. Here 30 parking permits will be handed out allowing free parking.

### Do you have a projector and screen we can use for speeches?

We do have a projection screen available in the Dining Room and a white wall in the Great Hall as well as a projector. If you would like to use these for your speeches, please, let the wedding coordinator know at least a month before the wedding. There will be no extra charge for this. However, we do ask you to bring your own laptop and your own HDMI cable.

### What heating and air conditioning systems do you have at the castle?

Winter Garden - we are able to provide some electrical heaters as well as some floor fans. However, if you wish to book any external suppliers to bring any extras, that wouldn't be a problem at all. The Great Hall and The Dining Room - both rooms have underfloor heating which is turned on later in the year. Floor fans are available during the spring/summer time. Drawing Room - floor fans can be provided during the spring/summer time.

### Do you have Highchairs?

We have four highchairs available at the castle for your guests to use during the wedding breakfast. Just indicate on your seating plan where they are required and we will ensure they are available on the day.

### Do you allow Fireworks / Chinese Lanterns / Sparklers?

We are located in a wooded area which means we are prohibited from allowing any fireworks or Chinese lanterns to be used. However, as an alternative, we recommend purchasing sparklers which can be used on our grounds. We would ask you to provide two buckets for your sparklers. One filled with sand for the sparkler collection and one empty bucket to store 'ready to go' sparklers. We would also ask you to provide your own lighters.

### Do you allow confetti/ petals at Highcliffe Castle?

Artificial petals or larger confetti can be used in the Wintergarden only. Unfortunately we cannot allow confetti to be thrown in the castle grounds or on the Wintergarden steps. A nice alternative for outdoor shots is the use of bubbles.

### When will you organise our final details meeting to discuss our wedding with you?

If you are just having your ceremony with us, the wedding team will send you a final details form to complete and return to us. For receptions, approximately two-months before your wedding at the Castle, we will arrange your final details meeting. We will ask you to bring all the necessary information about your suppliers (contact details, a list of decorations, certificates etc) so we have everything we need to know about your special day. During this meeting, we will book you in for a rehearsal and deliveries needed before your wedding. This meeting can be held in person at the Castle or alternatively via Skype.

### Will we have a rehearsal for our ceremony at the castle?

We advise all couples to attend a rehearsal at the Castle the day before your wedding. If you don't get a chance to book this during your final details meeting, please give us a ring on 01425 278807. If you are unable to make a rehearsal please read this FAQ section carefully as it will contain all of the information you need.

### Who needs to attend our rehearsal?

We recommend bringing the key members of your wedding party with you to practice walking in and timings to the music.

### How and when do we deliver our decorations and/or drinks to you?

We will be booking you in for a delivery of your decorations and/or drinks during your final details meeting. Deliveries are normally booked in a day or two before your wedding day. We would ask you to box everything up and label boxes based on your table numbers (all place cards, favors etc for a specific table to be placed into one box).

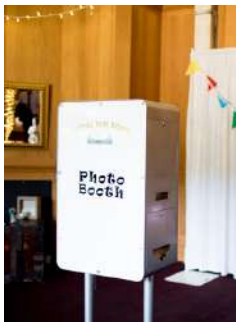
### When do we collect our items after our wedding day?

After your ceremony and reception, you may wish to collect any remaining drinks as well as your decorations. There are a few things that must be collected at the end of your wedding night - your cards, gifts and any remaining cake. The rest can be collected within two working days after your wedding. We would ask you to arrange your pick up time and date with one of the team members by contacting us on 01425 278807 if this hasn't been done at your final details meeting.





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## WEDDING SUPPLIER DIRECTORY

### Florists & Styling.

**Simply Flower**  
www.simplyflower.co.uk  
maria@simplyflower.co.uk

**Jules Florist**  
www.julesflorist.co.uk  
jules@jules-florist.co.uk

**Flowers By Design**  
www.flowersby-design.com  
info@flowersby-design.com

**Arade Flowers**  
www.arcadeflowers.co.uk  
shop@arcadeflowers.co.uk

### Music

**The String Quartet**  
www.thestringquartet.co.uk  
enquiries@thestringquartet.co.uk

**A Touch of Class- Quartet**  
www.music4eventsdorset.com  
alictouchofclass@hotmail.com

**Simon Woodley Pianist**  
www.simonwoodleypianist.com  
mrpiano@btinternet.com

**Cerian Harpist**  
www.cerianmusic.com  
info@cerianmusic.com

**Mark Pitman Saxophonist**  
www.markpitmansax.co.uk  
mark@markpitmansax.co.uk

### Wedding Transport

**Christchurch Wedding Cars**  
www.christchurchweddingcars.co.uk  
info@christchurchweddingcars.co.uk

**Dorset Dubhire**  
www.dorsetdubhire.com  
catherine@dorsetdubhire.com

**R K Prestige Wedding Cars**  
www.rkprestigecarhire.co.uk  
rkprestigecarhire@gmail.com

**Premier Carriage**  
www.premiercarriage.co.uk  
enquiries@premiercarriage.co.uk

**Just Married Beetle Hire**  
www.justmarriedbeetlehire.wixsite.com  
justmarriedbeetlehire@hotmail.com

**Horse and Carriage**  
www.madgwickcarriagemasters.co.uk  
info@madgwickcarriagemasters.co.uk

### Photographers

**Big Bouquet Photography**  
www.bigbouquet.co.uk  
enquiries@bigbouquet.co.uk

**Millard Photography**  
www.millardphotography.co.uk  
andrew@millardphotography.co.uk

**One Thousand Words**  
www.onethousandwords.co.uk  
mail@onethousandwords.co.uk

**Jessica Hayman Photography**  
www.jessicahaymanphotography.co.uk  
info@jessicahaymanphotography.co.uk

**Stephen Duncan Photography**  
www.stephen-duncan.co.uk  
info@stephen-duncan.co.uk

**New Forest Studios**  
www.newforeststudio.com  
Please use inquiry form to get in touch

### Videographers

**Roam Wedding Films**  
www.roamweddingfilms.com  
info@roamweddingfilms.com

**Alex Haynes Wedding Films**  
www.alexhaynesweddingfilms.co.uk  
alexpaula.haynes@gmail.com

**Hedgehog Video**  
www.hedgehogvideo.co.uk  
dave@hedgehogvideo.co.uk

### DJ's

**3D entertainment**  
www.3d-entertainments.co.uk  
abkb11@ntlworld.com

**Dr Disco**  
www.dr-disco.co.uk  
sales@dr-disco.co.uk

**In-Sync**  
www.insyncdjs.co.uk  
owen@insyncdjs.co.uk

### Dance Floors

**Castle Marquees**  
www.castle-marquees.com  
steve@castle-marquees.com

**Dorset DJ and Dance floors**  
www.dorsetdj.co.uk  
Please use inquiry form to get in touch

### Nanny Service

**The Wedding Crecherz**  
www.theweddingcrecherz.com  
info@theweddingcrecherz.com

### Bridal Hair & Make up

**Christchurch Bridal Hair & Make-up**  
www.christchurchbridalhairandmakeup.co.uk  
info@christchurchbridalhairandmakeup.co.uk

**Amazing Face Bridal Hair and Make up**  
www.amazing-face.co.uk  
Please use inquiry form to get in touch

**Kirsty Louise Make up**  
kirstylouisemakeup.co.uk  
kirsty@kirstylouisemakeup.co.uk

**Grace Bailey Bridal Hair**  
www.gracebaileybridalhair.com  
hairbygracebailey@hotmail.com

### Accommodation

**Captains Club**  
www.captainsclubhotel.com  
enquiries@captainsclubhotel.com

**Harbour Hotel**  
www.harbourhotels.co.uk/christchurch  
christchurch@harbourhotels.co.uk

**The Kings Arms**  
www.harbourhotels.co.uk/kings-arms  
kings@harbourhotels.co.uk

**Chewton Glen**  
www.chewtonglen.com  
reservations@chewtonglen.com

**Premier Inn Christchurch and Highcliffe**  
www.premierinn.com

**The Rothesay B&B**  
www.therothesayhotel.com  
01425 274172

**Castle Lodge**  
www.castlelodge-highcliffe.co.uk  
sue@castlelodge-highcliffe.co.uk

**Pebble Beach**  
www.pebblebeach-uk.com

**The Beach House**  
www.beachhousemilfordonsea.co.uk

### Taxis

**United Taxis**  
www.556677.com  
01202 556677

**PRC Streamline Executive**  
www.prcstreamline.co.uk  
01202 671993

**Radio Cars**  
www.mobileradiocars.co.uk  
mobileradiocars@gmail.com

### Photobooths

**Picture that Booth**  
www.picture-that-booth.co.uk  
sales@picture-that-booth.co.uk

**I Smile Booth**  
www.ismilebooth.co.uk  
mail@ismilebooth.co.uk

### Entertainment

**Absolute Fun Casino**  
www.absolutefuncasino.co.uk  
mail@absolutefuncasino.co.uk

**Stephen Simmons Magic**  
www.stephensimmonsmagic.co.uk  
info@stephensimmonsmagic.co.uk

**Magic by Alfie**  
magicbyalfie.com  
info@magicbyalfie.com

**Tuba Libres**  
www.tuba-libres.co.uk  
tubalibres@gmail.com

**Soulstar Music**  
www.soulstarmusic.co.uk  
info@soulstarmusic.co.uk

**The City Folk**  
www.thecityfolk.co.uk  
info@thecityfolk.co.uk

### Wedding Cakes

**Cakes by Sadie Smith**  
www.cakebysadiesmith.co.uk  
01202 603534

**Fancie Buns Cakery**  
www.fanciebuns.co.uk  
Please use inquiry form to get in touch

**The Diamond Baker**  
www.diamondbaker.co.uk  
thediamondbaker@outlook.com

### Decorations & Other

**Dorset Flower Walls**  
www.dorsetflowerwalls.co.uk  
hello@dorsetflowerwalls.co.uk

**Finishing Touches**  
www.hirefinishingtouches.co.uk  
hirefinishingtouches@gmail.com

**Brian Cox- Toasmaster**  
www.toastmasterdorset.co.uk  
brian@toastmasterdorset.co.uk

**Bellissimo Wedding Planners**  
www.bellissimo-weddings.co.uk  
info@bellissimo-weddings.co.uk





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## HIGHCLIFFE CASTLE

To arrange an appointment:

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or email [weddings@highcliffecastle.co.uk](mailto:weddings@highcliffecastle.co.uk)

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