



# WEDDINGS AT KING'S COLLEGE CAMBRIDGE

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[www.kings.cam.ac.uk/conference-dining/index.html](http://www.kings.cam.ac.uk/conference-dining/index.html)

King's College, King's Parade, Cambridge, CB2 1ST

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## THE CLASSIC PACKAGE

£170.00 PER GUEST\*

### The King's Classic wedding package includes:

- ◇ 120 guests minimum (peak - Fridays & Saturdays in the Summer - July to September)  
100 guests minimum (off peak - Monday-Thursday & Easter)
- ◇ Exclusive use of the Back Lawn, Hall and the Chetwynd & Keynes Room
- ◇ Standard licence (midnight)
- ◇ A dedicated event manager & wedding coordinator
- ◇ Menu tasting for the bride and groom
- ◇ White table linen & white linen napkins
- ◇ Silver cake stand & knife
- ◇ Single silver College candlesticks
- ◇ Seasonal flower arrangements
- ◇ A5 menu cards
- ◇ PA system for speeches & background music
- ◇ Staffed cloakroom
- ◇ Bar facilities
- ◇ Two glasses of Prosecco on arrival
- ◇ Four arrival canapés
- ◇ Three course meal & coffee
- ◇ One glass of Prosecco for the wedding toast
- ◇ Half a bottle of House wine for the meal (or soft drink alternative)
- ◇ Evening buffet

### Optional upgrades:

- ◇ Late licence (1am)
- ◇ Private bar in the Hall
- ◇ Parking
- ◇ Accommodation
- ◇ Upgrades on wine & drinks
- ◇ Upgrades on evening buffet
- ◇ Bespoke menus & additional courses
- ◇ Additional canapés
- ◇ 5 arm candelabras
- ◇ Uplighters
- ◇ Garden games

\* All prices are exclusive of VAT

\* Maximum guests numbers of 250

\* Prices stated are for 2024

\* Additional guests priced at £170.00

\* Additional evening guests priced at £26.00

If you would like to discuss bespoke packages please get in touch with a member of the team.

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## FAQ'S & GENERAL INFORMATION

We are delighted that you are considering King's College as a venue for your wedding day. Please find some helpful advice below.

- ◇ **Do you offer ceremonies in the Chapel or civil ceremonies?** We don't hold a civil ceremony licence and to get married in the Chapel here at King's you need to be a King's Member. Please get in touch with the Dean's PA for further information. If you are a University Member then please speak to St Mary's Church as they may be able to help.
- ◇ **Do we have exclusive use of the College?** Whilst the hire of and use of the Hall, Back Lawn & Chetwynd & Keynes Rooms are exclusive, the College grounds are accessible by Members of the College and public who pay admission. The College Bar and restrooms can also be used by Members of the College.
- ◇ **How many guests can be catered for an evening reception?** We can host a maximum of 300 guests for an evening reception in the Hall.
- ◇ **Is there any flexibility on the menu and dietary requirements?** We offer in house catering and ask that you choose the same starter, main course and dessert for all guests from our delicious seasonal menus, apart from those with particular dietary requirements whom we will be pleased to cater for when given advance notice ahead of your event. All dietary needs are met to the best of our ability, but it must be noted, we are not a nut free kitchen and items may contain traces.
- ◇ **What provisions do you have for children?** We are happy to host children at the College and have a children's menu for younger guests, however please be aware that we only have a limited number of highchairs available.

## FAQ'S & GENERAL INFORMATION

- ◇ **What equipment/decor does the wedding package include?** Alongside the room hire, King's provides A5 menu cards (one between two guests), blank place cards for you to write out, simple seasonal flower arrangements in clear glass vases, College single stem candlesticks, white linen napkins & table cloths, all glassware, crockery, cutlery and a silver cake stand and knife. We also have wireless microphones for your speeches and you can plug in an iPod, iPhone or MP3 player for background music.
- ◇ **Can I bring in my own furniture?** Bringing in your own furniture for the Hall is not advised; please get in touch if you wish to discuss further. We can consider marquees on the Back Lawn for numbers over 350 guests, prices are available on application. We also require permission from the College to erect any small structures (such as parasols or garden furniture) on the College lawn.
- ◇ **Are chair covers included in the price?** No, if you would like chair covers these need to be arranged by yourselves through an external supplier. Please get in touch for our recommended suppliers list.
- ◇ **Are there any restrictions on décor?** Table runners, chair covers and flower arrangements are extra effective ways to dress the Hall for your big day, however we are unable to permit any props/decor that may affect the fabric of the building such as smoke/snow machines/dance floors. If you are unsure please don't hesitate to get in touch before you book any external services.
- ◇ **Can I have fireworks & sky lanterns?** Fireworks and floating sky lanterns are not permitted in the College.
- ◇ **Is there a licenced bar and what are the opening times?** Yes, we offer use of either the College Bar or alternatively a private bar in the Hall as an upgrade depending on your table plan and the space in the Hall. The College Bar serves a variety of drinks including beers on draught, whereas a private bar in the Hall serves a smaller selection of bottled beers, wines, spirits and soft drinks. Drinks can be purchased either on account during the evening or guests can pay with cash (card is only accepted at the College Bar).
- ◇ **What time does the venue close?** Midnight with the option to upgrade to a late licence until 1am.
- ◇ **Is live entertainment allowed?** Yes, however we have a sound limiter of 90DB in the Hall. We also require public liability insurance, PAT certificates for equipment and a risk assessment or method statement for all external suppliers.
- ◇ **What time can we/suppliers access the venue on the day?** Access to the Hall for all suppliers is from midday on the day of your wedding. Please get in touch to discuss early access options.
- ◇ **Can you supply your own alcohol and for what fee?** Yes, however we do charge a corkage fee of £15.00 + VAT for a bottle of wine and £25.00 + VAT for a bottle of champagne (75cl).
- ◇ **Can music be played outside?** Background music is permitted on the Back Lawn, however permission from the College is required in some circumstances. Please get in touch to discuss your options.
- ◇ **Is there disabled access and toilets?** Yes, via the College Bar and accessible toilets are also located between the Hall and the Chetwynd Room.

## FAQ'S & GENERAL INFORMATION

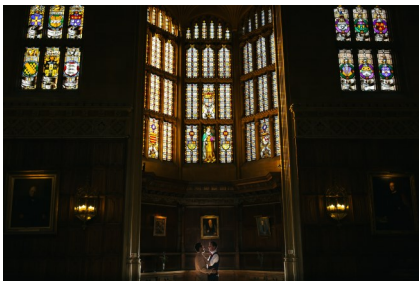
- ◇ **Are there any restrictions on photography and filming?** We have certain policies in place for photography and filming. Please get in touch with us so that we can send you our permission form which does outline our policies here at the College. Drones are not permitted on site.
- ◇ **Can photographers/suppliers visit the site prior to the wedding for a viewing?** Yes, however please call to arrange an appointment to discuss availability.
- ◇ **Is there parking on site for suppliers and guests?** Subject to availability there are areas in the College where suppliers can park vehicles. At certain times of the year we also have an area off site for guest parking.
- ◇ **Is there accommodation?** At certain times of the year we have College accommodation available for guests. Please ask your wedding coordinator for further details.
- ◇ **Can we arrive by punt?** Yes, however we ask that you use a company such as Scudamore's or Granta Moorings to ensure the correct health and safety documents are in place.
- ◇ **What is included in the menu tasting?** We ask that once you have decided on your menu you get in touch with us to confirm a date for your lunchtime menu tasting (availability dependent). The tasting includes 2 starters (including a vegetarian option), 2 mains (including a vegetarian option) and 1 dessert.
- ◇ **When do you need our final details?** We ask that you provide us with all final details 3 weeks prior to your wedding day. If you wish to drop off favours, your table plan and place cards and any extra decorations we ask that you or a member of your bridal party do this at least 2 days before your wedding date. You would be surprised how many items get forgotten if you leave this until the day before!

### About the College

As a historic College, unique venue and grade listed building we ask that you are mindful of your environment. Outside of term time there still may be some King's students, Fellows and guests on site. As a working College our team work hard to maintain the grounds and buildings. This does mean at certain times over the summer, necessary works to restore areas (scheduled and unscheduled) can occasionally happen.



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## Photography credits

Chris Troman

Rafe Abrook

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CAMBRIDGE  
CONFERENCE & DINING

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