



Queen's House

Wedding Venue Hire 2013 - 2014

Civil Ceremony

£1,300.00 + VAT

Venue: South Parlours and Orangery
Times: Up to a 2 hour period between 10.00am – 4.00pm
Guests #: Maximum 50 guests
Availability: Monday – Friday Only

Civil Ceremony and Drinks Reception

£1,900.00 + VAT

Venue: South Parlours and Orangery
Times: Up to a 4 hour period between 10.00am – 4.00pm
Guests #: Maximum 50 guests
Availability: Monday – Fridays Only

Civil Ceremony and Reception

£3,000.00 + VAT

Venue: South Parlours and Orangery
Times: 10.00am – 4.00pm
Guests #: Maximum 50 guests
Availability: Monday – Fridays Only

Evening Reception

£7,000.00 + VAT

Venue: Great Hall, Orangery and Undercroft
Times: 4.00pm – Midnight
Guests #: Maximum 120 guests
Availability: Fridays and Saturdays Only

Civil Ceremony and Reception

£8,000.00+ VAT

Venue: Great Hall, Orangery and Undercroft
Times: 4.00pm – Midnight
Guests #: Maximum 120 guests
Availability: Fridays and Saturdays Only

Civil Ceremony and Drinks

£3,500.00 + VAT

Venue: Great Hall (ceremony), Orangery (drinks reception)
Times: 15.30 – 18.30
Guests #: Maximum 120 guests
Availability: Fridays Only

***Please note the above costs include; venue hire, banqueting furniture, a dedicated Event Co-ordinator, cloak room and venue staff.**

***The above costs do not include food and beverage.**

ACCREDITED SUPPLIERS

Due to the precious nature of our venues and collections, we have hand selected a list of approved caterers, production companies and florists that will not only ensure the safety of our venue, but will work above-and-beyond to meet your event requirements. The following suppliers are well regarded for their quality and value and we ask that you choose from the following to work with on your event. If you require advice on the suppliers and who may best be able to meet your requirements, please do not hesitate to contact the events team.

Wedding and Private Event Catering

Inn or Out Limited

We bring innovation, passion and experience, plus a fastidious attention to details and an unbeatable level of service and food.

Contact: Matt Garrett
T: +44 (0)20 7232 5819
E: matt@inn-or-out.com
W: www.inn-or-out.com

Payne and Gunter

As an environmentally aware party and event caterer we offer 'Excellent British Food with a Twist'.

Contact: Jayne Denneney
T: +44 (0)18 9555 4429
E: jayne.denneney@payneandgunter.co.uk
W: www.payneandgunter.co.uk

Party Ingredients Ltd

Party Ingredients is an enthusiastic, food led caterer able to tailor make our menus and style to suite your requirements.

Contact: Tim Cramp
T: +44 (0)20 7627 3800
E: sales@partyingredients.co.uk
W: www.partyingredients.co.uk

Rocket Food Ltd

Rocket combines delicious food with expert management to provide a service that will exceed your expectations.

Contact: Alastair Moir
T: +44 (0)20 7622 2320
E: alastair@rocketfood.net
W: www.rocketfood.net

Moving Venue

The finest restaurant quality food delivered with flair, passion and integrity.

Contact: Charlie Hepworth
T: +44 (0)20 8691 6661
E: charlie@movingvenue.com
W: www.movingvenue.com

Palette Events

Palette creates memorable, bespoke events on any scale, with a focus on personal service and fabulous food.

Contact: Matthew Blythe
T: +44 (0)20 7237 6975
E: matthew@palette-events.com
W: www.palette-events.com

Bovingdons Catering Ltd

Fabulous food to delight and satisfy the people that mean the most to our hosts.

Contact: Julie Gray
T: +44 (0)20 8874 8032
E: julie@bovingdons.co.uk
W: www.bovingdons.co.uk

Suzanne James Ltd

Award winning environmentally aware caterer for weddings, corporate events & private parties

Contact: Graham Tooke
T: +44 (0)20 8693 6331
E: graham@suzannejames.co.uk
W: www.suzannejames.co.uk

Table Talk

Sensational seasonal food thoughtfully presented and served with the highest attention to detail.

Contact: Clementine Baxter
T: +44 (0)20 7401 3200
E: clem@tabletalk.co.uk
W: www.tabletalk.co.uk

The Admirable Crichton

Fabulous food and innovative party design, creating special settings for events of any size.

Contact: Millie Davidson
T: +44 (0)20 7326 3817
E: millie.davidson@admirable-crichton.co.uk
W: www.admirable-crichton.co.uk

Specialty Cuisine Caterers

Sapna Catering Ltd

Our aim is to make our clients feel like a guest at their own function and to this end we provide a wide variety of services to complement our excellent cuisine.

Contact: Rizwan Tariq
T: +44 (0)20 8843 1111
E: rtariq@sapna.co.uk
W: www.sapna.co.uk

Lotus Food Company

Lotus's Pan Asian menus are exquisite, using the very best ingredients

Contact: Jaimin Kotecha
T: +44 (0)20 8428 6300
E: jaimin@thelotusfoodcompany.co.uk
W: www.thelotusfoodcompany.com

Small Daytime Ceremonies and Drinks Option

Queen's House Orangery & South Parlours

Only:

Elior Events

Contact: Lorraine Robins
T: +44 (0)20 8312 8516
E: maritimemuseum.events@elior.co.uk

Flowers

Hybrid

Unique floral designs to work beautifully at your venue.

Contact: Caroline Ball
T: +44 (0)20 7404 9889
E: caroline@hybridflowers.co.uk
W: www.hybridflowers.co.uk

JW Flowers

Consistently stunning flowers from the enthusiastic, innovative and helpful JW Flowers team made to fit all budgets.

Contact: Jane Wadham
T: +44 (0)20 7735 7771
E: jane@jwflowers.com
W: www.jwflowers.com

Karen Woolven Floral Design

Beauty by Nature, Sophistication by Design.

Contact: Karen Woolven
T: +44 (0)79 1944 1752
E: karen@kwfloraldesign.co.uk
W: www.kwfloraldesign.co.uk

Floral Design by Nichlas Vilsmark

Seasonal, classical and contemporary Scandinavian floral design. Beauty added with value.

Contact: Nichlas Vilsmark
T: +44 (0)84 4561 7670
E: nichlas@floralsymphonies.co.uk
W: www.floralsymphonies.co.uk

Hayford and Rhodes Ltd

'UK Retail Florist of the Year 2009' Winner

Contact: Joanna Rhodes
T: +44 (0)20 7407 5312
E: info@hayfordandrhodes.co.uk
W: www.hayfordandrhodes.co.uk

In Water Flowers

Contemporary mixed media and flower installations with a more traditional offering for weddings.

Contact: Claire Garabedian
T: +44 (0)20 7724 9985
E: claire@inwaterflowers.co.uk
W: www.inwaterflowers.co.uk

Lavender Green Ltd

Stunning flower displays and designs for corporate receptions, dinners, private parties and weddings to suit every budget and style.

Contact: David Barnes
T: +44 (0)20 7259 9163/ +44 (0) 1753 831 112
E: david@lavendergreen.co.uk
W: www.lavendergreen.co.uk

Veevers Carter

Stunning and original floral designs provided with a reliable and professional service to make your event stand out from the rest!

Contact: Sascha Gabbe
T: +44 (0)20 7237 8800
E: saschag@veeverscarter.co.uk
W: www.veeverscarter.com

Audio Visual, Lighting and Sound

Stage Electrics

Stage Electrics, the one stop technical solution provider for your event.

Contact: Mark Connolly

T: +44(0)20 7939 8396

E: mark.connolly@stage-electrics.co.uk

W: www.stage-electrics.co.uk

Wise Productions (UK) Ltd

Personalised, bespoke production design, innovative and elegant lighting, expert sound, AV & staging.

Contact: Events Department

T: +44 (0)20 8743 1122

E: events@wiseproductions.co.uk

W: www.wiseproductions.co.uk

Fisher Productions

Unrivalled reputation in event design and production, with over 25 years of experience, our team will effortlessly design your event.

Contact: Jason Down

T: +44 (0)20 8871 1978

E: jay@fisherproductions.co.uk

W: www.fisherproductions.co.uk

Sound By Design Ltd

Sound By Design is a specialist technical supplier for corporate and entertainment events.

Contact: Emma Gallagher

T: +44 (0)14 8379 7242

E: emma@soundbydesign.net

W: www.soundbydesign.net

Event Concept

Event Concept delivers all aspects of technical production and design to produce beautiful and unforgettable events.

Contact: Adam Wright

T: +44 (0)20 7064 3552

E: adam@eventconcept.co.uk

W: www.eventconcept.co.uk

Blitz Communications Ltd

Blitz is a "one-stop shop" providing video, lighting, audio, graphic and staging services for events of all sizes.

Contact: Miles Poulton

T: +44 (0)20 8327 1224

E: mpoulton@blitzcommunications.co.uk

W: www.blitzcommunications.co.uk

Vibration Full Circle Ltd

Supplying creative lighting, sound, dance floors, bars and entertainment as well as full show production for private & corporate events.

Contact: Richard Joy

T: +44 (0)84 4800 1298

E: richard@fullcircle-performance.co.uk

W: www.vibrationmusic.co.uk

RECOMMENDED SUPPLIERS

Your event may require some additional elements to make the event a success, such as music, fireworks or private transport. Listed below are suppliers that we have worked well with in the past and highly recommend.

Music

Prelude Entertainment

T: +44 (0)1883 344300

E: sales@preludeentertainment.co.uk

W: www.preludeentertainment.co.uk

Sternberg Clarke

T: +44 (0)20 8877 1102

E: sales@sternberg-clarke.co.uk

W: www.sternberg-clarke.co.uk

Trinity College of Music

Contact: Marianne Chapman

T: +44 (0)20 8305 4468

E: m.chapman@trinitylaban.ac.uk

W: www.tcm.ac.uk

Private Drama Events

T: +44 (0) 8749 0987

E: adam@privatedrama.com

W: www.privatedrama.com

The Wedding Music Company Ltd

T: +44 (0)20 8293 3392
E: help@weddingmusic.co.uk
W: www.weddingmusic.co.uk

Boat Charters**Thames Clippers**

T: +44 (0)20 7001 2211
E: amurphy@thamesclippers.com
W: www.thamesclippers.com

Bateaux London

T: +44 (0)20 7925 1800
E: reservations@bateauxlondon.com
W: www.bateauxlondon.com

Coaches/ Buses**Total Transportation Limited**

T: +44 (0)20 7739 9851
E: russell.jones@totaltransportation.co.uk
W: www.totaltransportation.co.uk

London Mini Coaches

T: +44 (0)20 8589 0795
E: info@lmcoaches.co.uk
W: www.lmcoaches.co.uk

Photographers**Fergus Noone Photography**

T: +44 (0)20 8318 2020
E: gallery@fergusnoone.com
W: www.fergusnoone.com

Julia Boggio Wedding Photographer

T: +44 (0)20 8254 4780
E: james@juliaboggiophotography.com
W: www.juliaboggiophotography.com

Children's Crèche**Artful Splodgers**

T: +44 (0)12 4522 5841
E: mail@artfulsplodgers.com
W: www.artfulsplodgers.com

Marquees**GL Owen Brown Ltd**

T: +44 (0)13 3285 0000
W: www.owen-brown.co.uk

Silver Fleet - Woods River Cruises

T: +44 (0)20 7481 2711
E: sales@silverfleet.co.uk
W: www.silverfleet.co.uk

Thames Executive Charters

T: +44 (0)13 4232 2440
E: info@thamesexecutivecharters.com
W: www.thamesexecutivecharters.com

Clarkes of London

T: +44 (0)20 8778 6697
E: info@clarkescoaches.co.uk
W: www.clarkescoaches.co.uk

Eye Imagine Photography

T: +44 (0) 11 8959 5599
E: neil@eyeimagine.co.uk
W: www.eyeimagine.co.uk

Piranha Photography

T: +44 (0)20 7193 9446
E: Douglas@piranhaphotography.co.uk
W: www.piranhaphotography.com

Tippee Toes

T: +44 (0)79 2907 8786
E: amanda@tippeetoos.co.uk
W: www.tippeetoos.co.uk

Ascot Structures/ Bamboo Tents

T: +44 (1)608 683 999
E: tom@ascotstructures.co.uk
W: www.ascotstructures.co.uk
www.bambootents.com

RECOMMENDED SUPPLIERS CONTINUED

Fireworks

Alchemy Fireworks

T: +44 (0)80 0066 5837
E: rob@alchemyfireworks.co.uk
W: www.alchemyfireworks.co.uk

Pains Fireworks

T: +44 (0)17 9488 4040
E: sales@painsfireworks.com
W: www.painsfireworks.com

Fantastic Fireworks Ltd

T: +44 (0)15 8248 5555
E: info@fantasticfireworks.co.uk
W: www.fantasticfireworks.co.uk

*Please note approval for use of fireworks onsite must be requested in writing to the Events Team. Conditions of use do apply.

ACCOMMODATION

The Queen's House is well placed to three local hotels within walking distance. For more information on hotels within the Docklands, North Greenwich or Canary Wharf areas, please contact the events team for a full listing.

Novotel Greenwich Hotel

T: +44 (0)20 8312 6800
W: www.novotel.com/novotel/fichehotel/gb/nov/3476/fiche_hotel.shtml

SPECIAL: Tell Novotel Greenwich that you are having an event at our venue and receive a 10% discount on their standard room hire.

Ibis Greenwich Hotel

T: +44 (0)20 8305 1177
W: <http://www.ibishotel.com/gb/hotel-0975-ibis-london-greenwich/index.shtml>

Devonport House

T: +44 (0)87 0609 1143
W: www.devere.co.uk/venues/Devonport-House/

Express By Holiday Inn Greenwich

T: +44 (0)20 8269 5000
W: www.ichotelsgroup.com/h/d/6c/925/en/rates?hotelCode=LONGM&corpId=954303542
SPECIAL: Use this link to get the latest specials offered exclusively to our clients.

RESTRICTIONS AT THE VENUE

All of our venues contain historical collections, the safety of which is of paramount importance, as are the Grade I listed buildings in which they are housed.

- Due to the delicate nature of our floor areas, infrastructure and collections, we do not permit red wine to be served during pre-dinner drinks or reception functions. However we are happy for you and your guests to enjoy a glass of red wine at seated meals.
- Berries and other staining food, drink, garnishes and floral decorations are not permitted within any of the venues.
- We also do not allow smoking, naked flames, candles, candelabras or dry ice within the venues.
- Also balloons, confetti (including dried and fresh loose flower petals) and sparklers are not permitted within the venues or on the grounds.

ADDITIONAL EXTRAS

Additional hours up to 01.00

£600.00 + VAT per hour

REGISTERING YOUR MARRIAGE

The Queen's House has two rooms licensed for wedding ceremonies and civil partnerships; the **Great Hall** and the **South West Parlour**. (Refer to the first page for availability and maximum capacities).

Please remember that before your wedding can take place you will need to register your marriage at the Registers Office.

For more information on registering your marriage and holding ceremonies outside of a church, please refer to the local Registers Office.

T: +44 (0)20 8921 5015

W: www.greenwich.gov.uk/Greenwich/CommunityLiving/BirthsDeathsMarriages

A: The Register Office
Births, Deaths & Marriages
Town Hall
Wellington Street
Woolwich
LONDON SE18 6PW

Monday to Friday
9 am to 4.30 pm

TERMS AND CONDITIONS

Please see our terms and conditions for further information regarding the hire of the Queen's House, located on our website.

<http://www.nmm.ac.uk/business-and-hire/venue-hire/weddings-and-private-events/>

MORE INFORMATION?

If you have any further questions or would like to arrange a site visit, please contact our Events Team.

Alison Fisher
Event Sales and Marketing Manager
T: +44 (0)20 8312 8517
E: afisher@rmg.co.uk
W: www.rmg.co.uk/hospitality

Joanna Snell
Events Sales Coordinator
T: +44 (0)20 8312 8522
E: jsnell@rmg.co.uk
W: www.rmg.co.uk/hospitality