



## ***Alford Corn Exchange***

A local heritage venue in market town with easy access to some beautiful local churches.

Beautiful locations for stunning photographs within easy reach.

We are dedicated to making your day *Special*, and will help in any way we can.

We are committed to using local businesses wherever possible to enhance your wedding event.

We have a list of trusted suppliers that we are happy to recommend for:-

Flowers

Venue Decorations

Cakes

Favours/Sweet Table

Caterers

Photographer



## ***Wedding Package***

Hall Hire. Cost £1000.

This will include as standard the use of:-

Main hall, cafe room, kitchen, use of banqueting tables and chairs as well as crockery.

Theatre Bar (providing there is more than 50 people attending).

Red carpet in entrance of Corn Exchange.

Easel or tree seating plan.

With this package the hall hirers are responsible for setting out tables, chairs etc. as well as all clearing away (sweeping, emptying of bins, storing tables and chairs away).

The venue is for your sole use only, times for set up and clearing away are 4pm Friday to 12pm Sunday.

#### Other options:-

Set up of hall including putting up of tables and chairs as outlined in bride and grooms seating plan. Clearing away after reception, sweeping floors and emptying bins, putting tables and chairs away. Cost £200.

Bay trees for either side of the entrance doors. Cost £60.

Chair cover and sash hire for 100 chairs ( to match chosen colour scheme). Cost £400.

Table cloth hire and laundering per table (tables seat 10) 90 x 90. Cost £10 per cloth.

Table cloth for top table and any tables required for catering 70 x 144. Cost £20 per cloth.

White napkins (number required for event.....) £1 per napkin.

Provision of own alcohol (hirer is responsible for obtaining any relevant alcohol license etc). *If you bring your own alcohol a corkage fee of £15 is required per table applies.*

Waitresses to serve drinks on arrival at reception (not including the drinks) per hour (it is suggested that at least two are required to serve arrival drinks and if waitresses are required to clear tables, four are recommended). Cost £15 per hour per waitress.

Hire of flower pedestals to do own flower arranging. Cost £18 per pedestal.

Wedding cake stand, silver knife, cake server and card post box. Cost £20.

Three tier white china cake stands. Cost £3 each.

Deposit to be paid to secure booking, this is non refundable. Cost £350.

Final payment to be paid in full one month before wedding.

### **Contact details:-**

Alford Corn Exchange Group

9 Market Place

Alford

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**Facebook:**

[www.facebook.com/AlfordCornExchange/](http://www.facebook.com/AlfordCornExchange/)

**Wedding & Events Co-ordinator**

Contact:- Janet Buckley 01507 463666



*Alford Corn Exchange*  
E V E N T V E N U E



*Wedding Reception*  
*Package Details*