



We recognise that organising your dream wedding can seem a daunting task so we are here to make the process as easy and as simple as possible for you. Get in contact with us so that we can arrange a time for you to view the premises. We can then book you in provisionally to secure your date.

Following this, you will need to contact York Registry office to confirm their availability. They will provide you with all the information you need to know regarding fulfilling the legal requirements of the process. It would be best to do this at your soonest opportunity to ensure you get the date and time you are after.

YORK REGISTRY OFFICE - 01904 654477

Once you have confirmed your ceremony date and time with the registry office, you can then confirm the date with us. We require a £200.00 deposit which is non refundable if you cancel, but otherwise redeemed on the day.

Having the date confirmed means that we can get on with planning the finer details of your wedding day, including menu sampling, seating arrangements, decorations and music.

When we have finalised the details for the day and know the final costs involved, we can discuss the payment. The balance is due a week ahead of the wedding, although we can happily take installments in advance.

Check List

Here is a simplistic guideline to help you get started:

- * Start your guest list so that you have an idea of how many people need to be catered for Choose a date! Get it booked in with both 1331 and York Registry Office
- * Choose which package you want to go for
- * Send out save the date cards/wedding invitations
- * Start looking into florists, photographers and bands/DJ's. Or create your own playlist
- * If you would like your guests to choose their meal, send out the menu for them to pick from
- * Organise place cards and wedding favours, if desired
- * Decide on a cake
- * Create a seating plan and a list of your guests menu choices; Send this to us a fortnight in advance
- * Make a list of those giving a toast and if possible, see how long it will take so as to decide where in the day to fit it in
- * Finalise the readings and music for the ceremony, meal and evening reception
- * Finalise the order of the day, how things will run
- * Decide how you will get to the venue. We need to know a month in advance
- * Book in a time for the day before your wedding to drop in all your decorations, etc