

# BUTTERCROSS: WEDDING / CEREMONY - TERMS & CONDITIONS

E: [briggheritage.centre@northlincs.gov.uk](mailto:briggheritage.centre@northlincs.gov.uk) | Office: 01724 296771

Wedding Co-Ordinator – Kay Rothery: 07704 808955

[www.briggheritage.org](http://www.briggheritage.org)



***The Buttercross is managed  
by Ancholme Valley Heritage  
Trust Ltd (AVHT) – t/a BRIGG  
HERITAGE CENTRE***

*Charity No: 1157731.*

## **THE BUTTERCROSS - CEREMONY RENTAL BOOKINGS:**

A provisional Buttercross Ceremony booking will be reserved as 'ENQUIRY' for a maximum of 30 days.

***The current fee for Buttercross  
Ceremony Rental is £195.00***

**CEREMONY RENTAL DEPOSIT:** To secure the Buttercross booking you are required to pay **£50.00** deposit (in person) at Brigg Heritage Centre Reception (proof of Registrar's booking / payment will need to be provided).

*Please note the deposit will be offset against the Ceremony Rental Fee.*

**CEREMONY RENTAL BALANCE:** The remaining balance of **£145.00** is due no later than **SIX WEEKS** prior to your ceremony date.

**If the Ceremony is within 2 months, we require payment of the £195.00 fee (in full) at the time of securing your Ceremony Rental booking.**

**DECORATIVE OPTION SUPPLEMENTS:** This is separate and in addition to the fees above. Any decorative items which are supplied by our own Wedding Co-Ordinator (Seat covers with Bow Hire / Red Carpet Hire / Topiary Tree Set Hire) will need to be arranged, quoted for and paid for **ONE MONTH** prior to the ceremony. Please liaise with the Brigg Heritage Centre/Wedding Co-Ordinator for further information.

## **CANCELLATION POLICY:**

**CANCELLATION BY YOU:** There is a grace period of 30 days. If after this time the deposit is non-refundable – should you cancel.

**CANCELLATION BY ANCHOLME VALLEY HERITAGE TRUST (AVHT):** AVHT may cancel any booking forthwith and without any liability on its part in the event of any damage to the building of the fixtures and fittings caused by fire, storm, failure of utility services or any other cause beyond AVHT's control that might prevent it from performing its obligations in connection with ANY booking.

## **ADDITIONAL DECORATION & ENTERTAINMENT:**

Prior consent must be obtained from AVHT for any form of decoration or entertainment. Music for weddings/ceremonies to be provided no later than 14 days before the ceremony (on USB memory stick). Any outsourced equipment used must have a current PAT certificate.

## **GENERAL:**

**FOOD & DRINK** - cannot be consumed on the premises for ONE HOUR before the ceremony.

**DOORS** – must be kept open during the ceremony. Entry and exit are via the blue double doors. Accessible lift access to the upper level is available. If you require lift access – please request and provision will be provided to the ramp access door.

**CAPACITY** – a maximum of 60 people is permitted.

**CARS** – if wedding/ceremonial cars are used, they cannot enter Brigg Market Place before 3:30pm on Farmers' Market days (4<sup>th</sup> Saturday of the Month). Cars must enter from Carey Lane and exit via the pedestrian area (Wrawby Street). Cars should not reverse through Market Place.

**CONDUCT OF GUESTS** – should any guest fail to comply with these Terms & Conditions or act in an improper manner or refuse to comply with reasonable requests from AVHT and its representatives, such guests will be excluded from the ceremony or at the absolute discretion of AVHT, the ceremony may be suspended or cancelled, and the 'Hirer' will indemnify AVHT from and against all liability of whatsoever nature arising from such actions.