

Sefton's Barn

Information Sheet



U FACILITIES

We can seat a maximum of 100 people for the ceremony. Sefton's barn can seat 50 -60 people for a sit down meal.

U MARQUEE & CHAMPAGNE TENT

Can be arranged at additional cost.

U TIMES

Sefton's Barn is available for use 9am to 5pm Monday to Saturday. Sunday bookings may be available at our discretion. Access to the Barn is available the day before your event for setting up if available. Collection of decorations post event is by prior arrangement only.

U PRICES

The prices and times are current at the time of quotation but may be subject to change at management discretion. Upon receipt of written confirmation and deposit, fixed prices are then confirmed.

U CANCELLATION FEES

Cancellation of booking must be advised in writing. If the function is cancelled the deposit fee will not be refunded. If cancellation occurs within 14 days of the function, the full payment must apply to cover all costs associated with the function.

U ENTERTAINMENT

You must get approval for any entertainment at the time of booking as we maintain site conditions designed not to disturb the horses.

U VALUABLES

We cannot take responsibility for damage or loss of items that are left at The Horse Trust before, during and after an event even though all care will be taken by staff, to ensure the venue and its contents are secure.

U DAMAGE

You will be charged full replacement for breakages and any damage sustained to The Horse Trust property during the event. No attachments are to be used on the walls without prior arrangement with us.

U HORSE AND CARRIAGE

In the unfortunate event that we are unable to provide a horse drawn carriage due to the welfare of the horse on your wedding day, a full refund for the cost of the carriage will be given.

U EXTENDED HOURS/TIMING

A surcharge could be incurred if your event continues after the agreed completion time of 5pm.

U PARKING

Please note we have parking on-site for 31 vehicles [including 6 allocated spaces for blue badge holders]. An overflow car park can be made available on dry days only. Parking permits will be provided. All guests must display a valid permit in their vehicle and park only in designated areas. No vehicles may be left on-site overnight.

U WORKING STABLES

We are working stables, so our terms and conditions reflect our priority to maintain the welfare and health of our horses. There is strictly no access to the stable yard outside of regular opening hours unless agreed by prior arrangement with The Horse Trust. Anyone found on the yard without permission may be asked to leave the site. If you have any concerns please consult our staff.

U CLEANING

General and normal cleaning is included in the cost of the Barn hire. Additional charges will be incurred in instances where an event has created cleaning requirements which are considered to be over and above normal cleaning.

U THIRD PARTY SUPPLIERS

Details of third party suppliers we provide to you are intended to help you in arranging other services to be provided in connection with your wedding. If you do engage these or any other third party suppliers, we accept no responsibility for their performance of services and you should take up any complaints with them directly. You are also responsible for paying their charges directly. We reserve the right not to allow any third party suppliers into the venue who do not meet our requirements. This is to ensure the safety and welfare of people and property at the venue.

U REGISTRAR

You are responsible for the booking and payment of your own registrar.

U CATERING

All catering options can be discussed with our wedding coordinator with a price on application. Unfortunately, we are unable offer full sit down meals or wedding breakfasts

U PHOTOGRAPHY

We are happy to recommend a number of photographers who work with us, but there are no limitations on using your own photographer for your special day.

U FLOWERS AND DECORATIONS

We offer a basic decoration package that is included in the cost of the hire of the venue. You are responsible for the booking and payment of any additional flowers and decorations.

U MUSIC

A stereo that includes CD, Bluetooth and iPod connection will be provided in the cost of the venue hire. You are solely responsible for providing your own material for the day. Any other form of entertainment other than the above must be approved by your wedding coordinator.

U OUR RESPONSIBILITY

Should we be unable to provide the facilities reserved due to circumstances beyond our control, no further claim other than an entitlement to a full refund of any deposits paid may be made. We will endeavour to provide you with reasonable notice.

U YOUR RESPONSIBILITY

It is your responsibility to ensure that all attendees behave in an orderly manner during the event. The Horse Trust reserves the right to refuse service to any intoxicated guests, ensuring our Duty of Care to all in attendance. Adult supervision is requested at all times for children under 16. We reserve the right to cease the function at any time, without compensation, should any guests be involved in inappropriate behaviour towards staff, horses, The Horse Trust's property or other guests.

DEPOSIT AND PAYMENT

Bookings must be secured by a 50% deposit of hire charge and a signed Terms & Conditions form.

Payment in full (the final 50%) is required a minimum of 28 days before event. If there are any additional charges you will be invoiced at the conclusion of the event, which will include any charges not authorised in the original contract.

Payment can be made through BACS, cheque, cash or credit card.

THIRD PARTY PAYMENTS

We are happy to accept payments from family and friends, but please note that unless we agree otherwise with you in writing you are legally responsible for any payments due to us.