

Love ~ in the ~ Gardens

Ceremonies and Receptions
At
The JG Graves Woodland Discovery
Centre & Beech Clearing, Ecclesall
Woods



Love in the Gardens

INDEX

On the Day	page 3
Packages.....	page 4
What is provided on the day.....	page 5
Hectors House.....	page 6
The Sycamore Suite.....	page 7
The Beech Clearing.....	page 8
A Wedding Blessing.....	page 9
How to book your registrar.....	page 10
Special notes.....	pages 11- 14
Discovery Centre opening times.....	11
Time site is available for weddings....	11
Reception set up times	11
Reception capacities	11
Toilets.....	11
Car park.....	11
Licence.....	11
Music.....	11
Smoking	11
Members of the Public	12
Decorations.....	12
Glass.....	12
Rubbish.....	12
Water.....	12
Walkway around the pond.....	12
Confetti.....	12
Tenants on site	12
Temporary Events Notice (TENS).....	13
Kiosk.....	13
Public Liability Insurance.....	13
Beech Clearing.....	13
Contact details.....	13
Gallery.....	13

ON THE DAY

Ecclesall Woods is a beautiful, historic place, visited by many people each year from Sheffield and beyond, who come to enjoy the walks, wildlife and changing seasons in a woodland atmosphere.

A woodland wedding is all about getting back to nature and letting the peace and quiet of the woodland help to make your day very special.

You will have the choice of saying 'I do' inside the Sycamore Suite of the Discovery Centre (max 70 guests) or Hectors House (max 40 guests) or maybe you would prefer an outdoor blessing on the beautiful tiered lawn. You also have the option of holding your evening reception in the woods or on the lawn (up to 120 guests).



You and your guests may want to enjoy a stroll through the woods where the colour from the Bluebells that bloom in May and the backdrop of a variety of trees create a perfect setting for some stunning photographs.

The number of guests you may invite to your ceremony varies depending on which option you choose (please contact us for more details). Afterwards you are welcome to serve your own refreshments on the decking or on the lawn.

PACKAGES



Ceremony Only – Discovery Centre

Indoor ceremony within the Sycamore Suite **or** Hectors House, with use of the lawn area and decking to serve your refreshments.

Saturdays only £995

Price does not include the fee for the registrar.

Ceremony and Reception – Discovery Centre

Indoor ceremony within the Sycamore Suite **or** Hectors House. The use of the decking area and hire of designated space for a marquee reception, or hire of the site with no marquee for reception.

Saturdays only £2,745

Reception Only – Discovery Centre

Hire of designated space area for marquee reception or site for non-marquee reception.

Saturdays only £1,995

Beech Clearing (Wood 2) – Not Discovery Centre

Hire of the Beech clearing for Reception only.

Saturdays only £2,495

Reception price does not include hire of the marquee or tipi



**JG Graves Discovery Centre will provide:
(Ceremony Only)**

- Pre Wedding Interview room
- Exclusive hire of the Sycamore Suite or Hectors House for use as the Ceremony Room
- 3 Tables for the ceremony and drinks, with white linen tablecloths
- 70 Chairs for guests (no covers provided)
- 2 green carpet runners for use to designate the aisle
- Use of a fridge (max 20 bottles) for use on the day
- Use of the grounds for photographs
- Two ceremony staff to assist on the day



HECTOR'S HOUSE



Licensed to perform ceremonies, this beautiful unique little house is perfect for an intimate wedding (max 40 guests). Located amongst the trees at the site, this provides the perfect backdrop for a woodland wedding.

This structure has a unique twisting wooden shingled roof and was made of local Oak, destined for firewood which was milled on site here at the Sawmill.



Natural daylight filters through the skylights from the tree canopy above and with its own wood burning stove this little house makes a cosy venue for a wedding.



THE SYCAMORE SUITE

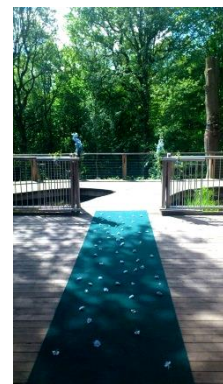


Located in the main Discovery Centre, this room is licensed to perform ceremonies (max guests 70). With its Bi fold patio doors opening onto the decking area overlooking the woodland, this allows an additional 20 guests bringing the total to 90 for the ceremony.

Making their way from the interview room, the bride and her escort walk along the decking to the room via the lawn taking in the woodland views.



Once the ceremony is complete the room can be reset for the reception whilst you enjoy a drinks reception on the lawn.



The canopy over the decking is an additional cost, ask for details.

THE BEECH CLEARING



Located in the heart of Ecclesall woods, the beech clearing is just that, a completely blank canvas for you to hold a wedding blessing or reception in amongst the trees. The clearing is totally void of modern life taking you back to basics and providing a total feeling of being at one with the forest.



Please note this site is not licenced for ceremonies. Teepee or Marquee hire is not included in the price.

(Photos above of the Beech Clearing by kind permission of <http://www.sashaleephoto.com>)

A WEDDING BLESSING

A Wedding Blessing is a ceremony that is very similar to a civil marriage ceremony; however, it does not form a marriage contract in the legal sense. Couples must attend a Register Office, Licensed Venue or Church before the blessing to deal with the legalities and obtain a marriage certificate. Couples choosing to have a blessing do so because they are not restricted to set venues.

A wedding blessing can be held outdoors and can be a perfect solution to many marriage dilemmas as it gives you, as a couple the opportunity to have a ceremony that truly reflects who you are. It can include as many unique and unusual ideas as you want, also cultural traditions that aren't allowed at a register office or in a religious ceremony.

A celebrant will conduct the wedding blessing ceremony, rather than a registrar, although you will still need a registrar to come out to conduct the legal part of your ceremony if you choose to use the Sycamore Suite. The British Humanist Association has details of celebrants in your area that can conduct a wedding blessing ceremony.

The British Humanist
Association
020 7430 0908
www.humanist.org.uk

Other fully qualified celebrants are also able to conduct the blessing ceremony for you as can a family member or close friend.



Our wedding blessing option is a perfect choice for couples wishing to hold a ceremony outdoors. By choosing our wedding blessing option you can hold your legal ceremony in the Sycamore Suite of the Discovery Centre then hold a wedding blessing outdoors on the tiered lawn. There is the option to have the beautiful onion shelter included for use at your ceremony. Please ask for details.

REGISTRARS

A Wedding or Civil Partnership Ceremony that does not take place at the Register Office but takes place at a licensed venue requires a Registrar and a Senior Registrar. Please be aware that arrangements for the use of the premises you have chosen depend on availability of the Registrars.

To avoid disappointment and problems on your big day it is **ESSENTIAL** that you make an advance booking with the Superintendent Registrar at the Sheffield Register Office for their attendance at your proposed marriage. Once this is completed, a booking can then be arranged with us for your chosen date.

Please be aware that a fee for the attendance of the Registrar will be payable before the ceremony. (A list of Registrar's fees can be obtained from the Sheffield Register Office)

You will both also be required to give notice of marriage to the Superintendent Registrar of the district in which you live. Giving notice means you are declaring that you are lawfully free to marry each other. The notice must be carried out in person and is valid for one year. Certain original documents will be required, details of which will be given to you at the Register Office. It is advisable to telephone the relevant Register Office to arrange an appointment to give notice of marriage.

It is very important that you understand that any arrangement made for a marriage to take place on approved premises are dependent upon:

1. The attendance of the Superintendent Registrar and a Registrar for the district in which the premises are situated.
2. The issue of the authority or authorities for marriage by the Superintendent Registrar to whom notice of marriage was given.

When notices are given in a different registration district from the one where the marriage is to take place, you will both have to collect the authorities before the ceremony and ensure that they are delivered to the Superintendent Registrar in Sheffield who is to attend the ceremony. You need to be aware also, that only a civil, non-religious ceremony can be permitted by the Superintendent Registrar. Any words, music or readings you require in your ceremony have to be chosen with this in mind. A Civil Ceremony can have no religious or spiritual connections at all. The content of the ceremony must be agreed in advance with the Superintendent Registrar who can be contacted at the address below:

Superintendent Registrar
The Register Office
Surrey Place
Sheffield
S1 1YA
Telephone: 0114 203 9420 or 203 9426

SPECIAL NOTES

Discovery Centre Opening Times

The centre is currently open from 10am – 4pm on Saturday. We cannot guarantee that these will be the opening times on your requested date but we will share them with you 30 days prior should they change.

Times Site is Available For Ceremonies/Receptions

11.00 - midnight.

Reception set up times

The setting up period for marquees is from Thursday before the celebration. The setting up of non-marquee receptions is from 12.00pm on Friday before the celebration.



Reception Guests Numbers

120 guests are permitted on the clearing within a marquee.
100 guests are permitted in the buildings with no marquee.

Toilets

The toilets for the site are situated within the main atrium of the Woodland Discovery Centre. You may bring in additional toilets if you wish.

Car park

While efforts are made to request that the public park off site we cannot guarantee this. Cars can be left overnight at the owners risk.

Licence

Our licence to conduct Civil Ceremonies (Marriage Act 1994) allows us to accommodate up to 70 people within the Sycamore Suite and up to 40 people in Hectors House. You will need to take this in to consideration when compiling your guest list for the ceremony.

Music

If you wish to have any music playing during or after your ceremony, this must be supplied by yourselves. We can provide a CD player for your use, and you are welcome to bring along your own equipment.

Smoking

Smoking is not permitted within any of the buildings or on the wooden decked area.

Members of the Public

Members of the public will have access to the site, including the cafe during Centre opening hours. However, the ceremony room, Atrium, inside toilets, wooden decked and lawn area will be cordoned off from the public whilst your celebration takes place.

Decorations

Decorations are permitted in Hectors House on the beams and walls, however, no nails, glue or pins can be used.

Decorations are permitted in the Sycamore Suite, however, no pins, nails or glue can be used on the walls. A damage deposit of £50 is payable if you wish to decorate.



Glass

Only the use of plastic glasses is permitted at the site.

Rubbish

We can dispose of up to 3 bags of rubbish following a ceremony. All Reception rubbish must be removed from site.

Water

Water is available at the Discovery Centre.



Walkway around the Pond

The Walkway around the pond is available for the couple and small groups for photos; however, for the safety of your guests we ask that your group photos are taken on the lawns.

Confetti

To preserve the beauty of the site and to protect wildlife no rice or paper is to be thrown. Natural petals, dried or fresh are permitted to be thrown.

Tenants on Site

Our tenants may be working on site in their workshops during your event but will be asked to refrain from noisy activities whilst your ceremony takes place.

Temporary Events Notices

Temporary Events Notices are required if alcohol is for sale or regulated entertainment is provided. This is a straight forward process which we can assist you with.



Kiosk

The kiosk will be open and serving the public light refreshments, they will be asked to be quiet during your ceremony in the Sycamore Suite.

Public Liability Insurance

To be able to hold your ceremony or reception at JG Graves Discovery Centre you will need to arrange Public Liability insurance to cover your day and your guests. The Discovery Centre cannot accept responsibility for accidents that happen as a direct result of action/s or omission/s of member/s of your party.

Beech Clearing

When hiring the Beech Clearing you will be required to provide all utilities on site. The area is void of electricity, lighting, water, toilets and drainage. You would be responsible for removal of all rubbish and fluid waste.



For further information please contact the Ceremonies Co-ordinator on 0114 205 3500 or 07875541333.

Email parkceremonies@sheffield.gov.uk

Gallery

Some decorative ideas from previous weddings at the woods

