

Questions to consider when visiting a potential wedding venue

1. Are the following included in the venue hire?

Tables & chairs

Linen

Chairs

Crockery

Cutlery

Glassware

Dance floor

Sound equipment

Furniture

Bar

Ask to see the items to ensure you are happy with what is available?

2. Will you have exclusive use of venue?
3. What time is the venue hire until?
4. Is it possible to stay later? If so, is there an additional venue hire?
5. From what time can service providers access the venue?
6. Are there any redecoration plans for venue before your wedding date?
7. What lighting does the venue provide?
8. Can you bring in additional lighting and décor?
9. Does the venue have any sound restrictions?

10. Is there in-house catering?
11. Can you see their menu options?
12. Are you able to bring in an external caterer?
13. If so, does it have to be from their preferred supplier list?
14. Is there a kitchen hire fee for external catering?
  
15. Is there an additional charge for bar service?
16. What alcohol do they serve?
17. Can you bring in your own alcohol?
18. What is the corkage charge for wine and sparkling wine?
  
19. Does the venue provide staff (barmen and waiters)?
20. Is there a cost for the staffing or is it included in venue hire fee?
  
21. Is there a room for the bride to get ready?
22. Can you have a rehearsal? Is there a charge for this?
23. Is there ample parking for guests?
24. What is the guest number policy?
  
25. Is VAT included in the venue hire and catering costs?
26. Is gratuity included in the food and beverage cost?
27. What is the deposit required and what are the payment terms?