

## Reception

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### Things you might like to know

We are delighted you have booked Layer Marney Tower for your wedding reception. If there is anything you want to ask us, please ring. It helps us to make sure that things run smoothly if you keep us informed of your plans.

You are welcome to come over and look at the Long Gallery and Barn to help with your planning, but please could you let us know in advance when you are coming, as it causes great embarrassment if another event is going on at the same time. Below are some answers to questions we are frequently asked.

### Access & Timing

Please let us know **where** and at what time

### Music

If you are using CD's, please list clearly the order of play with the track number and title. You may also provide a Spotify playlist in advance by email.

### Florists

For the reception florists may come in on the morning of the wedding from 9am onwards. If you want to collect your flowers after the wedding, or if your florist has pedestals etc, to take back, please make sure they are collected by 11am the following day.

### Fireworks

Fireworks may be let off, but you must use Dynamic Fireworks (01206 762123) who are based in Colchester. They do a range of displays to suit most budgets. Fireworks must be let off by 10pm.

### Damage Deposit

The Damage Deposit is banked before the wedding and subject to there being no damage, is refunded by bank transfer within 7-10 days of your wedding taking place. Please provide us with your bank details, (name of account, account number and sort code), where indicated on the hire agreement form so we may make a transfer by BACS.

### Delivery of Drinks

Drinks may be delivered beforehand. Please ring either ourselves or Bouquet Garni, and let us know when you want to deliver and we will find a place to store them.

### Taxis

Taxis should be booked for 12.15am latest, as they don't always arrive as promptly as they suggest they will!

### Absolute No-No's

Please do not have helium balloons as they have a habit of floating on the ceiling, to become the unwanted decoration of another event!

Please do not throw confetti outside. It may be thrown in the Long Gallery and the Barn, but we do not allow confetti cannons. Photographers tend to be the people who want it outside. Please resist them, as it is rubbish the next day, and spoils the garden for everyone else.

The swimming pool area is out of bounds.

*Thank you for your co-operation.*