

B E L S A Y

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SHORTFLATT TOWER

NORTHUMBERLAND

Your Wedding Information Pack

VERSION 2024.1



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Purpose Built Function Room

Venue Pricing



DAY	VALID PERIOD	VENUE HIRE (included in minimum spend)	CEREMONY CHARGE (included in minimum spend)	MINIMUM GUESTS (minimum adult guests)	MINIMUM SPEND (excluding bedrooms)	MINIMUM BEDROOMS REQUIRED
Saturdays: Sundays:	June, Jul & August August Bank Holiday	£4,995	£295	80	£14,890	15
Saturdays: Fridays: Fridays:	May & September July & August Bank Holidays	£4,600	£295	75	£13,895	15
Saturdays: Fridays: Sundays:	April & October May, June & September Bank Holidays (ex. August) New Years Eve	£3,995	£250	60	£11,445	15
Sundays:	July & August (ex. August Bank Holiday)	£3,650	£250	60	£10,800	15
Saturdays: Fridays: Sundays:	Nov, Dec & March April & October May, June & Sept (ex. Bank Holidays)	£3,400	£200	60	£10,500	15
Monday to Thursday:	July & August Bank Holiday Mondays & New Years Day	£2,995	£200	55	£8,970	15
Saturdays: Sundays: Fridays: Monday to Thursday:	January & February April & October (ex. Bank Holiday) Nov, Dec & March School Holidays (ex. July & August)	£2,500	£200	50	£7,450	15
Fridays: Sundays: Thursdays:	January & February Nov, Dec, Jan, Feb & Mar Non School Holidays	£1,900	£200	40	£5,900	15
Mondays to Wednesdays:	Non School Holidays	£1,500	£200	30	£4,550	15

Please note we have 33 bedrooms on site (sleeping up to 65 guests)
Fullerton Cottage is also available for the Bridal Party the night prior to the wedding (3 bedrooms, sleeps 6)

All of the above prices (Except accommodation) may be subject to an increase of no more than 4% in 2024, 5% in 2025 and 6% in 2026.



Accommodation Pricing



OUTLINE OF BEDROOM CHARGES FROM 2025

Accommodation allocations must be completed 12 weeks prior to your wedding. Payment for accommodation is required in full, no later than 8 weeks prior to your wedding. Once you have allocated rooms to guests, we will contact them directly by email and send them a secure payment link to pay for their rooms.

Rates are per night and include breakfast and Check in is at 4pm.

The Night Before

Fullerton Cottage is available the night before your wedding for the Bridal Party. Extend your wedding celebrations by making use of Fullerton Cottage's private hot tub and treatment room, available for optional spa treatments which must be pre-booked. Rates are per night and include a continental breakfast.

COTTAGE	RATE	ROOM TYPE(S)
Fullerton Cottage (3 Bedroom)	£695 in total *(Can fit 1 Z Bed)	
Bedroom 1	*	Super King or Twin En-suite with Shower
Bedroom 2	*	Super King or Twin En-suite with Shower and Bath
Bedroom 3	*	Double En-suite with Shower

We are happy to provide Travel Cots, Highchairs and also Z Beds as required. Z beds are suitable for children up to the age of 12 years and will be charged as a nightly charge of £50.00.

(Should you require additional Z beds we can advise which rooms and cottages will accommodate these comfortably)

Your Wedding Night



SHORTFLATT TOWER & ANNEX ROOMS

ROOM	RATE 2023 ONWARDS	ROOM TYPE(S)	LOCATION
Bolam	£250	Large Super King (Shower Ensuite)	Manor House 1 st Floor
Shaftoe	£190	Large Double (Shared Bathroom with room Middleton)	Manor House 1 st Floor
Middleton	£190	Large Double (Shared Bathroom with room Shaftoe)	Manor House 1 st Floor
Belsay	£250	Large Super King (En-suite with free standing Victorian canopy bath with shower)	The Tower 1 st Floor
Harwood	£190	Large Double (Bathroom along the corridor, top of stairs. Bath with handheld shower)	The Tower 1 st Floor
Aydon	£190	Large Twin (Shower Ensuite)	The Tower 2 nd Floor
Witton	£225	Large Super King (Ensuite with bath, handheld shower head)	The Tower 2 nd Floor
Hartburn	£190	Large Double (Shared Bathroom with either Harwood or Aydon)	The Tower 2 nd Floor
Howburn	£190	Large Double (Shower Ensuite)	The Tower 3 rd Floor
Meldon	£190	Large Double (Shower Ensuite)	The Tower 3 rd Floor
Angerton	£230	Large Double (Full Ensuite with bath)	The Annex 1 st Floor
Gallowhill	£250	Super King or Twin (Full Ensuite with bath)	The Annex 1 st Floor
Leighton	£250	Super King or Twin (Full Ensuite with bath)	The Annex 1 st Floor
Wallington	£230	Large Double (Full Ensuite with bath)	The Annex 1 st Floor
Netherwitton	£225	Large Super King or Twin (Full Ensuite with shower and bath)	The Annex Ground Floor

Rates are per night and include continental breakfast. We are happy to provide Travel Cots, Highchairs and also Z Beds as required. Z beds are suitable for children up to the age of 12 years and will be charged as a nightly charge of £50.00. (Should you require additional Z beds we can advise which rooms and cottages will accommodate these comfortably)

Your Wedding Night



SHORTFLATT COURTYARD COTTAGES

COTTAGE	RATE 2023 ONWARDS	ROOM TYPE(S)
Gardeners Cottage		
Bedroom 1 (Ground Floor)	£170	Large Double (Shared shower room)
Bedroom 2	£180	Large Double/Twin (Shared shower room, Ensuite WC)
Bedroom 3	£200	Large Double (Full Ensuite)
Keepers Cottage		
Bedroom 1	£99	Single (Full Ensuite)
Bedroom 2	£190	Super King/Twin(Full Ensuite)
Bedroom 3	£170	Double (Full Ensuite)
The Stables		
Bedroom 1 (Ground Floor)	£200	Double (Full Ensuite with bath)
Bedroom 2	£180	Double (Full Ensuite)
Bedroom 3	£225	Double (Full Ensuite with bath)
Bedroom 4	£225	Super King/Twin (Full Ensuite)
Bedroom 5	£180	Double (Full Ensuite)
The Footmans		
Bedroom 1	£250	Large Double (Full Ensuite with copper bath)
Bedroom 2	£250	Large Double (Full Ensuite)
The Coach House		
Bedroom 1 (Ground Floor)	£210	Super King/Twin (Full Ensuite)
Bedroom 2	£190	Double (Full Ensuite, Mezzanine up spiral staircase)
The Grooms Cottage		
Bedroom 1 (Ground Floor)	£210	Super King/Twin (Full Ensuite)
Bedroom 2	£250	Double (Full Ensuite with copper bath)
Bedroom 3	£225	Double (Full Ensuite with bath)

The cottages are available on first come first serve basis both night before the wedding and the wedding night. Cottages must be confirmed and included in your contract in order to be guaranteed. Any Remaining accommodation will be available to book 16 weeks out from your wedding day.

Typically, accommodation is paid for by your guests. If you wish to contribute any amount towards the cost of your guests' accommodation we're happy to facilitate this.



Food to Fall in Love With

Bridal Party Afternoon Tea



Treat your Bridal Party to an afternoon of Sparkles and Sweet Indulgence once you arrive on-site the day before your wedding.

SPARKLING AFTERNOON TEA

FROM £29 PER HEAD

Classic Finger Sandwiches

Mini Savoury Pastries

Freshly Prepared Scones (plain and fruit)

Sweet Treats

1 Glass Of Prosecco

All served with Jam, Clotted Cream & Butter

The Menu



Have you chosen to stay with us the night before your wedding? Make the most of your extended celebrations and allow our in-house culinary team to cater for you and your guests. We have a range of comforting classics available.

The Night Before

Homemade Slow-cooked Beef Ragu (or Vegetable) Lasagne al Forno <i>served with Mixed Leaf Salad & Artisan Garlic Bread</i>	£20 <i>per head</i>
Kashmiri Chicken Curry <i>served with Jasmine Rice and Homemade Naan Bread</i>	£20 <i>per head</i>
Authentic Thai Green Chicken (or Prawn) Curry <i>served with Jasmine Rice</i>	£20 <i>per head</i>
Homemade British Lamb Shepherd's Pie <i>served with Steamed Seasonal Vegetables</i>	£20 <i>per head</i>
Asian Stir-fried Chicken (or Vegetables) <i>served Chow Mein Noodles or Steamed Sticky Rice with Prawn Crackers</i>	£20 <i>per head</i>
Mixed Grill Summer BBQ <i>served with Seasonal Mixed Leaf Salads</i>	£22 <i>per head</i>
Stonebaked Artisan Pizza <i>served with Hand-cut Chips - See Pizza choices on the Evening Bites Menu</i>	£18 <i>per head</i>
North Sea Landed Beer-battered Cod <i>served with Hand-cut Triple Cooked Chips</i>	£18 <i>per head</i>
Homemade Pie of the Day <i>encased in Homemade Shortcrust Pastry, served with Buttered Mash & Rich Homemade Gravy - See Pie choices on the Evening Bites Menu</i>	£18 <i>per head</i>

Amuse Bouche

AWAKEN YOUR PALATE £4 <i>per head</i> <i>Awaken your palate between starters & mains (optional)</i> Gazpacho Shooter (V/VG) Tomato Basil Bruschetta (V/VG) Bacon & Butternut Squash Skewer Lemon Sorbet (V/VG) Cod Fishcake, Curry & Gherkin Mayonnaise Warm Thai Sweet Potato Soup & Coconut Cream Smoked Haddock, Saffron & Leek Chowder	REFRESH YOUR PALATE £5 <i>per head</i> <i>The perfect palate cleanser between mains & desserts (optional)</i> Raspberry Sorbet, Kirsch & Champagne Shooter Raspberry Sorbet with Coconut Liqueur Lemongrass & Ginger Beer Granita Chilled Melon, Midori & Mango Soup Lemon Sorbet & Pineapple Liqueur
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The Menu



Canapes

3 FOR £10

ADDITIONAL CANAPES £2 EACH

Handmade Mini Slider Cheeseburgers with Relish
 Beef Brisket Bon Bons, Wholegrain Mustard Mayo
 Bubble & Squeak Croquettes, Real Gravy Dip (V/VG)
 Seared Sirloin of Beef, Red Onion Jam, Horseradish Cream
 Mini Yorkshire Puddings, Roast Chicken or Beef
 Lamb Kofta Kebabs
 Cocktail Sausages, Maple & Chilli Glaze
 Tempura King Prawns, Wasabi Mayonnaise
 Salt Cod & Chive Fish Cakes, Curry & Gherkin Mayonnaise
 Hot Smoked Salmon & Fennel Tart
 Crayfish Cocktail Sliders
 Sun Blushed Tomato & Feta Cheese Arancini (V)
 Asparagus Spears, Hollandaise Dip (can be V/VG)
 Roasted Red Pepper & Tapenade Crostini (V/VG)
 Goats Cheese Crostini with Pesto Dressing (V)
 Blue Cheese & Celery Tartlet (V)
 Vegetable Spring Rolls & Sweet Chilli Jam (V/VG)

Little People's Wedding Breakfast

£18 PER HEAD

Toasted Pitta Bread, Hummus, Carrot & Cucumber Sticks
 Tomato soup with Cheese Straws or Crusty Bread
 Mini Corn on the Cob

Sausages (with your choice of Beans or Peas, Buttered Mash or Chips)
 Breaded Chicken Goujons (with your choice of Beans or Peas, Buttered Mash or Chips)
 Tomato or Pesto Pasta

Chocolate Brownie, Chocolate Sauce, & Strawberries
 Vanilla Cupcake
 Chocolate Mousse

The Menu



Three Course Wedding Breakfast

FROM £55 PER HEAD

TO START

Thai Sweet Potato & Coriander Soup (V/VG)
 Traditional King Prawn Cocktail
 Slow Roasted Tomato & Roasted Red Pepper Soup with (V/VG)
 Chicken Caesar Salad, Gem Lettuce, Parmesan & Anchovy Dressing
 Smoked Salmon, Asparagus Salad, Saffron & Truffle Emulsion
 Spiced Halloumi, Confit Cherry Tomatoes, Chickpeas, Tzatziki Dressing (V/VG)
 Goats Cheese, Beetroot & Orange Salad with Basil Oil (V)

THE MAIN EVENT

Roasted Skin On Chicken Breast, Pan Haggerty Potato, Tarragon, Tomato & Shallot Sauce
 Salmon Fillet, Butter Roasted Potato, with Spinach Chervil Cream
 Roasted Pork Loin, Sage Mash, Crackling and Wholegrain Mustard Cream
All of the above to be served with Chef's Seasonal Vegetables
 Pan Fried Halibut, Crushed New Potatoes, Tenderstem Broccoli and Saffron Sauce (£5 supplement)
 Wild Mushroom & Mascarpone Penne Pasta with Fresh Basil (V)
 Spicy Tomato & Bean Cassoulet with Rice (V/VG)

TO CONCLUDE

Simple Baked Vanilla Cheesecake, Balsamic Raspberry Coulis
 Profiteroles with Vanilla Cream
 Sticky Toffee Pudding with Butterscotch Sauce and Custard
 Dark Chocolate and Orange Torte (VG)
 Shortflatt Mess, Whipped Cream, Seasonal Berries and Lemon Meringue
 Trio of Desserts - Vanilla-pod Cheesecake with Berry Coulis, Chocolate Brownie & Tarte au Citron

The Menu



Three Course Wedding Breakfast

FROM £65 PER HEAD

TO START

Crab Fish Cakes, Watercress & Sweet Chilli Sauce
 Confit of Duck with Pomegranate Salad & Hoisin Sauce
 Potted Buttered Chicken with Herb Crostini's
 Lobster Cocktail with Marie Rose Sauce (£10 Supplement)
 Roasted Butternut Squash Soup with Sage Cream (V/VG)
 Mixed Beans, Feta Cheese & Olive Salad (V/VG)
 Smoked Haddock with Asparagus and Tomato Salsa

THE MAIN EVENT

12-hour Slow Braised Beef, Seasonal Veg, Horseradish Mash & Sweet Baby Onion Sauce
 Roast Monkfish, Herb New Potatoes, Garden Peas and Citrus White Wine Sauce
 Wild Garlic, Broad Bean and Asparagus Risotto, Parmesan Crisp & Rocket (V/VG)
 Saddle of Lamb, Dauphinoise Potatoes & Tender Stem Broccoli
 Seared Chicken Breast glazed with Honey & Paprika, Roast Potatoes & Roasted Mediterranean Vegetables
 Whole Roasted Herb Lobster, New Potatoes, Tender Stem Broccoli and Saffron Sauce (£10 Supplement)
 Roasted Mediterranean Vegetable Tart, Topped with Goat's Cheese, Mixed Heritage Tomatoes and dressed Rocket (V/VG)
 Rosemary and Garlic Char Grilled Steak, Chunky Chips with a cream of Mushroom Sauce (£5 supplement)

TO CONCLUDE

Lemon and Raspberry Parfait, Dipped in White Chocolate
 Passion Fruit Cheesecake with Mango Coulis
 Loaded White Chocolate Cheesecake, Honeycomb and Dark Chocolate Shards
 Dark Chocolate and Orange Torte (VG)
 Vanilla Pannacotta, Raspberry Coulis & Amaretti Crumb
 Trio of Desserts - Shortflatt Mess, Pannacotta and Mango Puree, Dark Chocolate Torte

The Menu



Sharing is Caring

FROM £69 PER HEAD

THE LOCAL BOARD

Sliced Northumbrian Topside Beef with Horseradish
 Roasted Whole Chicken
 Roasted Vegetable Tart (V)
 Selection of Breads
 Garlic Roasted Potatoes
 Fresh Mixed Leaf Salad, Light Honey Dressing
 Beef Tomato, Red Onion & Mozzarella Salad with Balsamic Dressing
 Pasta Salad with Rocket, Feta & Cherry Tomatoes
 Selection of Olives

Trio of Deserts - Vanilla Pod Cheesecake with Berry Coulis, Chocolate Brownie, Tarte au Citron

GO MEDITERRANEAN

Meatballs in Rich Tomato & Rioja Sauce
 Breadcrumbs Chicken Parmesan
 Wild Mushroom & Mascarpone Penne Pasta, Fresh Basil (V)
 Spicy Tomato and Bean Cassoulet (V)
 King Prawn Garlic and Chilli Skewers
 Beef Tomato, Red Onion & Mozzarella Salad (V)
 Focaccia Bread
 Lemon & Chervil dressed Gnocchi
 Fresh Mixed leaf Salad, Light Honey Dressing
 Trio of Desserts - Tiramisu, Profiteroles, Churros and Chocolate Dip

The Menu



When the Sun Goes Down

EVENING BITES

BAPS

FROM £16 PER HEAD

Choose your side – Roast Potatoes, Chips or Sweet Potato Fries

Please Select Two of the Following;

Pork Sausages with Caramelized Onion Sauce

Venison Sausages with Plum Chutney (£2 Supplement)

Herb & Lemon Pulled Chicken, Rocket & Mayo

Roasted Pork Loin with Sage Stuffing

Vegetarian Sausages, and Apple Sauce (V/VG)

Roast Beef with Roast Sweet Onions and Gravy

GRAB A SLICE & GO

FROM £20 PER HEAD

Please Select Two of the Following;

Margherita (V/VG)

Pepperoni

Peppers, Onions & Mushrooms

Garlic Chicken

Ham & Mushroom

CONES & PITTAS

FROM £20 PER HEAD

Please Select Two of the Following;

Mini Cod Goujons, Chips, Tartar Sauce served with Fresh Lemon Wedges

Falafel, Feta Cheese, Hummus, Pittas, Salad and Fries (V/VG)

Marinated Chicken Kebab or Lamb Kofta, Pittas, Fries and Salad served with a Garlic & Chilli Sauce

TIME FOR A FEAST!

FROM £25 PER HEAD

Locally sourced, traditional Hog Roast, prepared & cooked on site served buffet style with a selection of Breads, Golden Crispy Crackling, Pork and Sage Stuffing & Apple Sauce!

Full Spit-roasted Hog

Seasonal Green Leaf Salad (v)

Classic Homemade Coleslaw (v)

Grilled Corn On The Cob

Mediterranean Vegetable Pasta (v)

Warm New Potatoes In Butter (v)



Drinks to Quench Your Thirst



Drinks Packages



CLASSIC

FROM £30 PER HEAD

Reception - A Glass of House Prosecco

Wedding Breakfast - Half a Bottle of House Red, White or Rose

Toast - A Glass of House Prosecco

KEEP IT LOCAL

FROM £32 PER HEAD

Reception - A Shortflatt Tower Hepple Gin Cocktail or Bottle of Local Ale/Beer of choice

Wedding Breakfast - Half a Bottle of House Red, White or Rose

Toast - A Glass of House Prosecco

RAISE A GLASS

FROM £34 PER HEAD

Reception - A Glass of Shortflatt Tower House Champagne

Wedding Breakfast - Half a Bottle of House Red, White or Rose

Toast - A Glass of House Prosecco

LET'S GET FIZZY

FROM £36 PER HEAD

Reception - A Glass of Shortflatt Tower House Champagne

Wedding Breakfast - Half a Bottle of House Red, White or Rose

Toast - A Glass of Shortflatt Tower Champagne



BESPOKE MAJESTIC

FROM £38 PER HEAD

Reception - Shortflatt Tower Signature Cocktail

Wedding Breakfast - Half a Bottle Of Wine Per Person

Toast - A Glass Of Champagne

KEEP IT COOL

FROM £15 PER HEAD

Reception - A Glass of Elderflower Fizz

Wedding Breakfast - Two Glasses of Sparkling Apple or Fruit Juice

Toast - A Glass of Elderflower Fizz



FAQ's



OUR VENUE

Q: Do you have more than one wedding ceremony on the same day?

A: Here at Shortflatt Tower we want you to share your love, not your special day! When you book your wedding with us, you will have exclusive use of the entirety of our 65 acre estate comprising of our 800 year old Tower, Manor house, Walled gardens, Courtyard cottages, Paddock, Woodland suite and more!

Q: What are your minimum numbers and pre-spend required to hire Shortflatt Tower?

A: Whatever your budget, we will create the perfect package for you to ensure your day with us is a dream come true. Please see our pricing guide for more details in regards to our requirements or ask one of our amazing wedding coordinators.

Q: What is the maximum number of attendees you allow for a wedding?

A: Our Woodland Suite can comfortably accommodate up to 160 guests for your ceremony and wedding breakfast. For your evening, we can accommodate a maximum of 250 guests.

Q: I have now booked my wedding at Shortflatt Tower, what is the role of my wedding coordinator?

A: Your dedicated wedding coordinator is there to organise all in-house aspects of your big day between booking your wedding right up until the day. Your wedding coordinator will look after all food and drink requirements, timings & flow of the day, additional extras, and advice regarding external suppliers. All members of our lovely wedding team have a wealth of knowledge and experience and are all always on hand to answer any questions you may have, no matter how small or silly they may seem – you are in safe hands.

Q: How often can I meet with my wedding coordinator?

A: We are always here for you! Pick up the phone 01661 520 210 or send us an email at weddings@shortflatttower.com. You can also make an appointment to come and see us as many times as you wish. Whether its to help choosing your room allocations, deciding on food and drink options, running through your day and just need reassurance with your wedding planning and suppliers. We are here! We will book you in for your final run through of your day around 6 weeks prior to your wedding, where all aspects of your big day is covered!

Q: Do you allow marquees or bouncy castles?

A: We have beautifully manicured lawns and we would hate for them to be damaged therefore we don't allow any structures (marquees or bouncy castles) on our lawns. We have some fun outdoor lawn games you can hire from which are available on our additional extras list.

Q: Do you have a list of recommended suppliers to help me plan my day?

A: We have a fantastic list of suppliers which we can recommend you. All of who are familiar with the layout of Shortflatt tower estate. We have no financial ties with our suppliers, but we love their high quality of services they offer couples.

Q: What options do guests have for transport if not staying on site after the wedding?

A: We recommend pre-booking taxis whenever possible. Most Newcastle firms will travel to us and Darras & Pont Taxis are a very close local firm. When booking transport for your guests, please avoid full size/large buses. They sadly will not fit over our stunning Grade II listed bridge that welcomes you into the estate.

Q: Can I bring my dog?

A: Yes absolutely, your furry family friend is welcome to join in your celebrations! Dogs are not permitted to stay in the main house; however, one dog is permitted per cottage. Please note there is an additional cleaning charge of £15.00 per dog.

FAQ's



ACCOMMODATION

Q: How many bedrooms are there available to us at Shortflatt Tower the night of our wedding?

A: There are 15 Bedrooms in the Tower and annex, sleeping 30 people. Our 6 cottages range from 2 bed to 5 Beds. The total amount we can sleep is 71 guests (75 including z beds for children), however couples are only required to take 15 bedrooms on the night of the wedding (including the complimentary Bridal Suite). Continental breakfast is included in the price and is available in each of the properties fully stocked kitchens. You can self-check into rooms from 4pm.

Q: How many bedrooms do we need to book on the night of our wedding?

A: We do ask that a minimum number of 15 bedrooms are taken in the Manor House, including the complimentary Bridal Suite. Cottages can be reserved and added on prior to the Contract being issued. Please see our Pricing Guide for more details or ask your wedding coordinator.

Q: What time is check in?

A: Check in is 4pm. If you are staying on-site with us, we will send you an email detailing the location of your allocated bedroom and we operate on a self-check-in system, your key will be in your bedroom door ready for you with no need to report to a reception! There will also be members of the wedding team available to assist with check in on the day too.

Q: What time is check out the day after our wedding?

A: Check out is 10am. Please make sure you take all your belongings.

Q: Can we stay on-site the night before our wedding?

A: YES, We have Fullerton Cottage which is available to the Bride and her party from 4pm the night before, priced at £695.00. There are 3 bedrooms which can be doubles or twin beds. Open plan living room and kitchen with a continental breakfast. You also get the use of our steam room, lie under the twinkling lights relaxing before your big day. You have a separate entrance from the bottom car park so no interference from any other guests. We also have six (2-5 bed) cottages sleeping 35 which may also be available. Our in-house culinary team will feed you and your guests and provide a drinks package for the evening. To guarantee Fullerton and additional cottages, please speak to us before the Contract is issued.

Q: My guests aren't staying the night prior; can they get ready on site?

A: We advise your guests arrive ready, as they would a church wedding. On arrival their luggage can be stored and tagged, and our housekeeping team will place bags in their rooms while guests enjoy your celebrations prior to 4pm check-in.

Q: Do you have a car park?

A: Yes, we ample car parking space. Two car parks out of site and the main car park in front of the tower, with a capacity of approximately 40 cars. We aim to keep cars away from the Tower entrance, this area is reserved for the marital couple to park and to get their photographs taken. We ask everyone to park courteously and as close as possible to each other. We do have overflow car park on the paddock (weather depending)

Q: Does your venue/accommodation have disability access?

A: The Tower does have a few steps up to the main entrance. We have a ramp on-site to accommodate any guests attending in a wheelchair. The Woodland View function space is entirely accessible and has a disabled toilet. We also have ground floor accommodation available in five of our on-site cottages. Please discuss any accessibility questions with your wedding co Ordinator to make sure everybody is looked after by our team.

Q: Do you provide z beds and cots for children?

A: Yes, z beds can be provided for under 12s but only in the larger bedrooms. These are priced at £50 per bed inclusive of breakfast. Travel cots can be provided free of charge.

FAQ's



CEREMONY

Q: Is it possible to get married outside?

A: We have beautiful walled gardens and lawns with to choose from for your perfect setting! We make a wet weather plan just in-case the outside ceremony plans can't go ahead. In which case we would move the ceremony inside the woodland suite.

Q: Do you supply a Master of Ceremonies?

A: Yes! As part of your package a member of the SFT will be happy to be master of ceremonies. Why not get your Family members involved, brother, ushers or Bridesmaids!

Q: Do I need to book a registrar and what time should I opt for? Who do I contact for this?

A: Once you have a date on hold with us, you need to contact the registrar. They will confirm that there is a registrar available to marry you and at what time. The Earliest ceremony time we can host is 12pm. To check availability please contact the Northumberland Registrars directly on 01665 602870. Please let us know as soon as you have booked your registrar and then we can start planning your day!

Q: What time should I get married?

A: If getting married on site, we advise booking the 1.30pm ceremony slot with Northumberland Registrar Team or with your chosen Celebrant / Humanist. If you are marrying off-site/having a church ceremony, please allow a little longer for the service and travel time. We advise around 12.00pm or 12.30pm for a church ceremony. However, if you would prefer a different ceremony time, please chat to our wedding team so we can plan your order of the day accordingly.

Q: How much do the registrars charge? Do I pay them directly?

A: You need to contact and pay Northumberland County Council and pay an initial £45 non-refundable booking fee then the remaining ceremony fees range from £395-£495 dependant on the day of the week and year. Please contact the Northumberland Registrars on 01665 602 870 for an accurate quotation.

Q: What time should we ask our guests to arrive for?

A: We advise asking guests to arrive at least 1 hour prior to your ceremony to allow them to meet in the Tower, it also allows them time to get a pre-ceremony refreshment from the Annex courtyard bar.

Q: Can we play our own music during the ceremony and wedding breakfast?

A: Absolutely, you choose your songs!! Make a playlist on Spotify or save it on an iPad and we can play your special songs. If you want live music we can recommended a harpist, bands, drums etc. on our suppliers list who can entertain you and all your guests throughout the day.

Q: How many tracks should the ceremony music include?

A: We recommend 5 for pre-ceremony, 1 for walking down the aisle, 3 for signing the register and 1 more for your exit song. We do also recommend your track for walking down the aisle is a minimum of 3 minutes long. We can also play our wedding music for you if you are happy for us to do so during your signing and for your guests arriving and leaving the ceremony room.

Q: Can we throw confetti?

A: Yes of course you can! Fantastic photo opportunity! Please ensure all confetti is biodegradable and 100% natural.

FAQ's



FOOD & DRINK

Q: What food options do you offer?

A: We have a fantastic menu for you to choose from, whether you want traditional 3 courses, canapés, sharing boards, BBQ's, International cuisines and a great choice of evening buffet food. There is something for everyone to choose from, also catering for any dietary requests.

Q: How long does a typical wedding breakfast take?

A: We allow anything from 2-3 hours depending on guest numbers and food choices. Please discuss this with your wedding coordinator before invites are sent out so we can get timings an accurate as possible.

Q: Can I offer my guests a choice of dishes?

A: We recommend you offer 2 dishes per course to guest for your wedding breakfast, this is to make sure the smooth running of food service. We can of course cater for any veggie dishes or special dietary requirements separately.

Q: I am thinking of having a BBQ or sharing boards instead of a three course wedding breakfast, can I tailor my menu choice?

A: We want to allow you as much possible freedom with your food choices. There are various options to choose from or additional courses to add on, canapés and amuse bouche!! If you have something in mind for your food and it's not on our menu. Please discuss this with us and we will price it up with our chefs.

Q: Do you allow outside catering or corkage?

A: No. Please note this also includes alcoholic items used as favours.

Q: Is it necessary to cater for all of our evening guests?

A: All evening guests must be catered for, its hungry work working up an appetite on the dance floor!!

Q: Do you cater to dietary requirements?

A: Please let us know on your table plan and food choice forms any special dietary requests. We will make sure everybody gets fed their appropriate meal choices. All food choices must be complete by 6 weeks prior to your wedding day.

Q: Do you have a cake knife and cake stand that we can use?

A: Yes, we have a round or square silver cake stand, or a wooden stand, along with a silver knife. These can be added onto to your final invoice if required.

Q: What time will the bar close on our wedding night?

A: On a week day: 12.00am. On a weekend: 1am.

ROOM DECORATION & SET-UP

Q: What is included in terms of the table set-up?

A: All crockery, cutlery, glassware is included in your package. Any centre pieces, runners or place mats would need to be sourced from elsewhere.

If you keep it simple, we can place name places and favours. However, if you require more table dressing, we can recommend a supplier to do this for you. If you want to do this yourself if must be booked in with your wedding planner.

Q: What is the maximum amount that can be seated per table for the wedding breakfast?

A: For your top table, we can seat a max of 10 guests. Our round tables can also accommodate a max of 10 guests. Please note these numbers include any children and high chairs.

FAQ's



Q: How long does the room turnaround after the ceremony, before the wedding breakfast take and where do guests congregate during this time?

A: It takes around 1½ hours to turn the room around during which we invite guests for reception drinks in the annex courtyard and canapés; this is also a great opportunity to take photographs and walk round the gardens and house!

Q: Do you supply table linen and napkins?

A: Yes, we supply white napkins and cloths if desired; however, our beautiful rustic wooden tables, look stunning without any table cloths. White table cloths are priced at £15 per table.

Q: Do you supply high chairs?

A: Yes. We also have baby changing facilities in the woodland suite and free travel cots (please provide your own linen for baby).

Q: Do you allow candles in your venue and grounds?

A: We do not allow any naked flames, however a popular, safer alternative is LED tea-lights, which are very effective and provide a very natural effect.

Q: Can we bring our own decorations and props?

A: Absolutely! We want you to have your wedding, your way, please feel free to drop off anything you want included in the set-up of your day, the night before your wedding is planned to take place.

Alternatively, if you are looking to hire any items, you can ask your coordinator for our 'Additional Extras' list such as Royal Mail Post-box, Garden Games, fire pits, chair ties and runners etc.

If you are looking for an 'event stylist' please refer to our recommended suppliers list.

Q: We are aware we need to supply our own stationary, but do you have anything we can display our Table Plan on?

A: Yes! We have a beautiful easel. We recommend your table plan to be no smaller than A2 or no larger than A1 (portrait).

Q: When do our suppliers come in and dress the room?

A: Your suppliers can have access to the Function Suite from 8am, however our team will happily set your place cards and favours if you drop them off the night before, please let us know what time you will do this. Please speak with your coordinator with regards to set up of any additional decorations. Please note, all fresh flowers and cakes must be delivered on the day of your wedding.

ENTERTAINMENT

Q: Can we provide our own band and DJ? Can they use your PA system?

A: Yes, of course you can have your own DJ or Band. All bands and DJs must be self contained with Public Liability Insurance and provide their own PAT tested electrical equipment. Please refer to our list of recommended suppliers for details of bands and DJs you may find useful.

Q: Do you have disco lights?

A: There are no fixed disco lights, however you are more than welcome to bring your own providing these are PAT tested.

Q: How long does the room turnaround after the ceremony, before the wedding breakfast take and where do guests congregate during this time?

A: It takes around 1½ hours to turn the room around during which we invite guests for reception drinks in the annex courtyard and canapés; this is also a great opportunity to take photographs and walk round the gardens and house!

FAQ's



PAYMENT

Q: How can I pay my £1,000 non-refundable deposit?

A: If you are ready to confirm your big day with us, we can provisionally hold a date deposit-free for up to 7 working days. We then require a £1,000 non-refundable deposit to secure the date (please note: this is non-refundable or transferable, and don't forget to book your registrar first!). Your wedding is only confirmed when we receive a signed copy of your contract.

Q: What is your payment plan after my initial deposit?

A: Payments are spread out for you; 25% instalments are due 9 months & 6 months before your wedding day with the remaining 50% of your final balance due 1 month prior to your big day, in conjunction with your final guest numbers.

Q: Can I pay via BACS?

A: Yes, of course. Please ask your wedding coordinator for our details.



ENQUIRE TODAY
weddings@shortflatttower.com

Recommended Suppliers



The following list is a few of the suppliers who have really impressed us in the past. You have no obligation to go with any of these suppliers – but it's a great place to start your search.

BRIDAL GOWNS

Yap
www.yapbridal.co.uk
0191 3407983

Sisters of Grace
www.sistersofgrace.co.uk
0191 2605270

Bridal Wish
www.bridalwish.co.uk
01670 789 726

CAKES

The Master Cakesmith
www.mastercakesmith.co.uk

Violet's Bakery
@violets_bakery (Instagram)

PHOTOGRAPHERS

Sean Elliott
www.seanelliottphotography.co.uk
info@seanelliottphotography.co.uk

2tonephotography
2tonephotography.co.uk
01207 290 314

Eye of the Tyne
www.eyeofthetynephography.co.uk
info@eyeofthetynephography.co.uk
07909 514 819

Alan Gibson
www.alangibsonphotography.co.uk

FLOWERS

The Event Dressers
www.theeventdressers.co.uk
@theeventdressers (Instagram)

Wild in Tyne
www.wildintyne.co.uk

Flori & Fern
anna@floriandfern.co.uk
07736678223

Fleur Couture Event Hire
www.fluercouturefloral.com

Ambience Venue Styling
www.ambiencevenuestyling.com

Coco Luminaire- Light-up Letters
cocoluminaire.co.uk

Etch Cut - Table Designs
www.etchcutstudio.com
07399 534 386

Balloon Arrangements
www.balloon-ilicicious.co.uk

Ambience Venue Styling
www.ambiencevenuestyling.com

Bloomilicious
www.bloomilicious.co.uk

VIDEOGRAPHERS

Abigail Grace
www.abigailgracevideography.co.uk
07415 381 420

One Digital Image (Chris)
www.onedigitalimage.co.uk

Recommended Suppliers



CELEBRANT

Janet Celebrant
www.glenwrightcelebrancy.com
07974106506

LIVE MUSIC

Helena Harp
www.harpevents.co.uk
07427 123725

Stevie Bagpipes
contact@steviebagpipes.co.uk
07788977412
www.steviebagpipes.co.uk

Glen Roughead
glenroughead.com

Alexandra the Violinist
www.alexandraviolinist.co.uk
07702 795 925

Aurora Strings Quartet
www.aurorastrings.org.uk
07941 871 031

AMV Live Music
www.amvlivemusic.com

PHOTOBOOTHS & ACTIVITIES

Picturebook Party Booths
www.picturebookpartybooths.co.uk

AG Events
www.agevents.co.uk
0800 298 7895

DJ'S

AM DJ Service
info@amdjservices.co.uk
www.amdjservices.co.uk

AG Events DJs
www.agevents.co.uk/services/dj-hire

MAKE-UP ARTIST

MUBYLEIGH
www.mubyleigh.com
07515 059 729

ENTERTAINMENT

Magician – Paul Lytton
07802748579
www.northeastmagician.co.uk

CAR HIRE

Northumbria Classic Car Hire
www.northumbriaclassics.com
0191 406 3526

WEDDING TRANSPORT & TAXIS

Executive Taxis (Scott Robinson)
www.executive-taxis.co.uk/taxis-corbridge
07436 563 666

Got a question?

Please do not hesitate to contact our team of dedicated wedding coordinators who will be more than happy to help you!

01661 520 210
weddings@shortflatttower.com

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SHORTFLATT TOWER

NORTHUMBERLAND

Book a Private Showaround
T O D A Y

We can't wait to show you more of what we can offer you here at Shortflatt Tower!

Please do not hesitate to contact our team of dedicated wedding coordinators on 01661 520 210 weddings@shortflatttower.com, who will be more than happy to help you.

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