



Guildford Manor

HOTEL • VENUE • SPA





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WELCOME TO GUILDFORD MANOR

Guildford Manor is a boutique 4 star spa hotel, nestled within
11 acres of idyllic Surrey Hill parkland.

Offering indoor & outdoor ceremony options, fairy-tale
photo opportunities in our beautiful grounds & onsite
accommodation, Guildford Manor is purpose built to deliver
your dream wedding day all under the same roof.









KEY INFORMATION

LOCATION: We are situated a 10 minute drive from Guildford Town Centre, 30 minutes from Heathrow & Gatwick airports and only 45 minutes from Central London.

CAPACITIES

Bloomsbury suite for indoor ceremony:	120	
The Pavilion for outdoor ceremony:	120	
The Lytton Strachey Suite for seated banqueting:	120	
The Lytton Strachey Suite for Evening Reception (informal):	200	

WEDDING TYPES

1. Traditional Wedding packages

- Formal or informal modern British / European catering options to cater for all budgets

2. Dry Hire wedding package to cater for non-British weddings

- External caterers permitted, subject to Venue approval, to provide end-to-end planning & catering services
- Ideal for Asian, Affro-Carribean & ethnic weddings







THE DETAILS

WEDDING CEREMONIES

With a choice of licensed spaces for civil ceremonies, you can exchange your vows in style. The Bloomsbury Suite looks out over the gardens and provides a light & intimate setting. Our outdoor Pavilion's fairy light-lit aisle is a natural & breathtakingly romantic setting to exchange your vows.

PHOTO OPPORTUNITIES APLENTY!

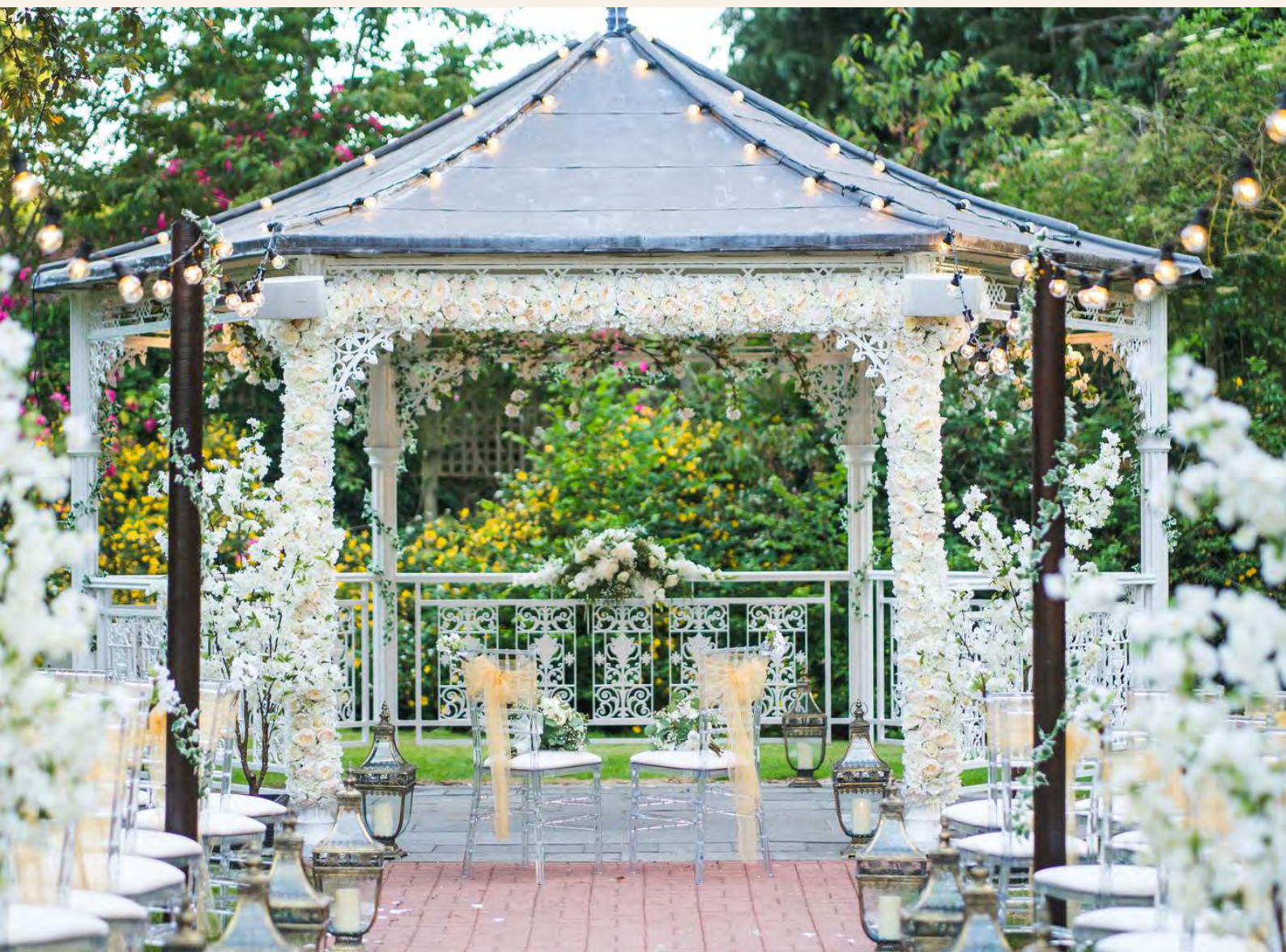
We know that you will want to relive your wedding day forever. Our beautiful grounds offer a multitude of natural and romantic settings to capture your day in images that you will cherish forever.

THE FINER DETAILS

At Guildford Manor, we believe that the finer details are all important so we include as much as possible in your venue fee. Chivari chairs & tables for up to 120 guests, cake table / stand / knife, plus fairy light draping, lanterns, blossom trees, artificial centre piece option & sound system are all included. We look after everything at Guildford Manor.

PURE SIMPLICITY

Weddings shouldn't be complicated and they definitely should be enjoyable, start to finish. We make sure that our pricing is clear, and everything we offer is provided by talented experts who love what they do. Our Handpicked Suppliers List is designed to put you in contact with local wedding professionals, with experience of delivering their services at our Venue. Weddings are simple at Guildford Manor - they're all about you, your love & nothing else.







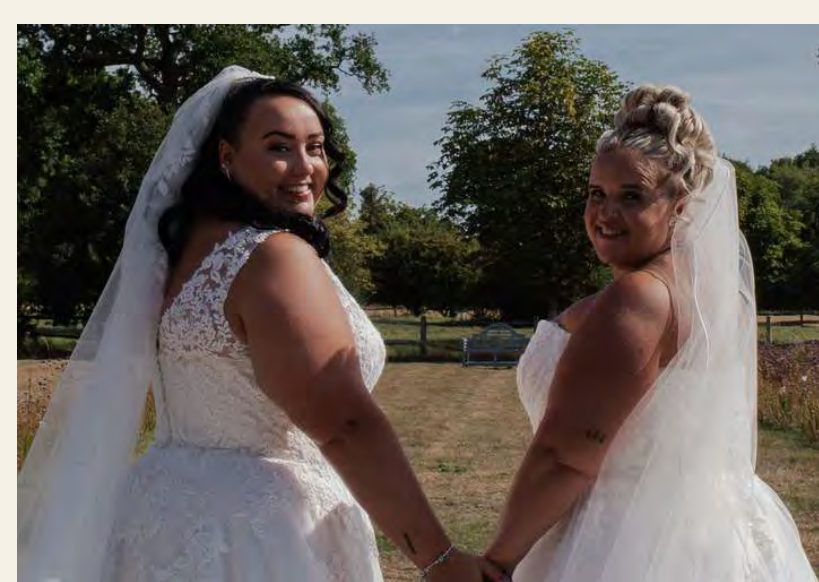
YOUR CIVIL CEREMONY

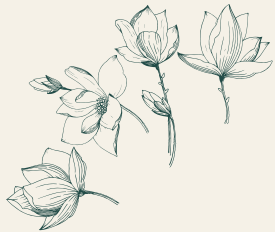
Guildford Manor offers two settings for your ceremony.

Our outdoor setting, The Pavilion, gives our couples the option of a romantic outdoor wedding in a beautiful, natural setting. Laced with fragrant Jasmine arches & fairy-lights, this area is sure to provide fairy-tale photos and memories to cherish.

Our indoor ceremony option, the Bloomsbury Suite, looks out over the gardens and provides a light and intimate setting for your ceremony.







MEMORIES TO CHERISH

Following on from your ceremony whilst you are having your photos taken, your guests will be treated to canapes and reception drinks either on our outdoor private Terrace or in the Lounge.

Our 10 acre site in the idyllic Surry Hills offers a variety of settings to capture those all important newlywed photos, from wild flower borders to romantic archways to whimsical woodlands!

Garden games are a popular addition to keep the kids entertained!









YOUR WEDDING BREAKFAST

Our Lytton Strachey Suite can seat up to 120 guests for your wedding breakfast and up to 200 guests for your Evening Reception.

Starting from your Menu Tasting, your designated Wedding Coordinator will guide you through the process of finalising your menu and setting your table plan.

All of our food is made in-house by our talented team of chefs. Where possible, we use local sustainably-sourced produce.

Following on from your food, the room will be tidied up in preparation for your Evening Reception & disco.







YOUR EVENING RECEPTION

Benefitting from beautiful fairy-lit draping, a private bar inside the room & direct access to our private Terrace, this Lytton Strachey suite is the ideal setting for your Evening Reception & dancing.

Our parties run up until midnight on Fridays & Saturdays, and 11pm on Sundays.

Evening food options include a beautifully presented buffet, hog's roast, wood fired pizzas, paella street food or a delicious Summer barbecue.

Enjoy the feast!







EXTEND YOUR WEDDING EXPERIENCE

With 51 bedrooms, spa facilities, treatments, and a fine dining restaurant, Guildford Manor gives you the perfect opportunity to extend your wedding experience with us. Why not arrive the afternoon before and relax in the spa before the wedding the following day.











THANK YOU FOR YOUR TIME

Thank you for considering Guildford Manor as your wedding venue.

We would be delighted to host this very special occasion.

If you have any questions, please contact the team directly.

01483 222 624

events@guildfordmanor.com

Guildford Manor Hotel & Spa, Shere Road, Guildford, Surrey, GU4 8SE

Not sure where to start? Book in for a show-round today to discuss your requirements with one of our passionate wedding professionals & see the venue in the flesh!

Photo Credits: Catherine Carter / Emma Russell / Paolo Ferla / Laura Hiron Photography / Studio M&T / Love Heart Photography / Ginger Snaps Photography / Moments Like These





DRY HIRE

The venue hire includes

- The Bloomsbury Suite, which is licensed for ceremonies up to 120 guests.
- The Lytton-Strachey Suite, which can seat up to 120 for your wedding breakfast and has a private bar for the evening, which can then accommodate up to 200 evening guests in total.
- The Lounge area with private bar.
- Point of contact during the planning process.
- Operations Manager will be available to run a Civil ceremony and organise service of drinks for the day.
- Honeymoon suite for the night of your wedding.
- 12 x 5.6ft Round tables / 3 x 6ft Round tables / 5 x 6ft Trestle tables / 1 x 3ft Square cake table.
- 120 chairs.
- Easel / Red carpet / 12 x Lanterns / Artificial green & pink flower center pieces.
- 4 x White artificial blossom trees / 4 x Pink artificial blossom trees.
- Ceiling draping, illuminated by romantic fairy lights in the Lytton Suite.
- Preferential room rates for your guests.

PRICE LIST 2026	SATURDAY	SUNDAY - FRIDAY
HIGH SEASON (MAY, JUN, JUL, AUG & SEPT)	£9,500	£8,500
MID SEASON (APR, OCT, DEC)	£8,500	£7,500
LOW SEASON (JAN, FEB, MAR, NOV)	£7,500	£6,500

All prices are inclusive of VAT.

PRICE LIST 2027	SATURDAY	SUNDAY - FRIDAY
HIGH SEASON (MAY, JUN, JUL, AUG & SEPT)	£10,500	£9,500
MID SEASON (APR, OCT, DEC)	£9,500	£8,500
LOW SEASON (JAN, FEB, MAR, NOV)	£8,500	£7,500

All prices are inclusive of VAT.

If you would like to hold your ceremony outdoors, at The Pavilions, there is a £500 non-refundable supplement charge

Friday and Saturday music and the bar will finish at Midnight / Sunday 11pm

APPROVED SUPPLIERS

The following catering companies are pre-approved for dry hire functions at Guildford Manor Hotel and Spa and will not be subject to an £800 fee.

PASSAGE TO INDIA

They offer authentic Indian cuisine and Asian catering. They also offer Indo-Chinese & Gujarati menus.

T: 0208 577 7977 / E: info@passagetoindia.co.uk / W: www.passagetoindia.co.uk

PREETI CATERING

They offer spectacular Punjabi & Gujarati cuisine as well as canape and afternoon tea menus.

T: 0208 606 0303 / E: info@preeticatering.co.uk / W: www.preeticatering.co.uk

SPICE VILLAGE

Traditional dishes prepared over hot stones, coal grills and conventional tandoori ovens.

T: 0208 680 8844 / E: sunny@spicevillage.co.uk / W: www.spicevillageevents.co.uk

TASTE HAVEN CATERING & EVENTS

Taste Haven creates delicious African, Caribbean, Chinese and Afro-fusion food and caterers.

T: 07939 856963 / E: events@tastehaven.co.uk / W: www.tastehaven.co.uk

PALM TREES CATERING

Palm Trees is a family run business with over 60 years of experience.

T: 07947 327827 / E: info@palmtreescatering.com / W: palmtreescatering.com

NON-APPROVED SUPPLIERS

Use of a non-approved caterer will be subject to an £800 fee. They will also need to agree to the space that is given to them on the day of the wedding by signing a set of terms and conditions.

Caterers will need to bring their own cooking equipment to set up in a large area just outside of the kitchen.

Provided inside the kitchen will be:

Single sink, hot & cold

Drop off point & waste collection area (must take their own rubbish away)

1 x Work surface

2 x Carbon dioxide fire extinguishers

2 x Fire blankets

First aid box

Rational 20 grit (under canopy with extract & Ansul system) – subject to availability

Double tier pass area with heating lights on both levels – subject to availability

Your caterer will be responsible for the set up and running of your day, along with providing all the food.





YOU WILL NEED TO

- Book your Civil Ceremony if applicable.
- Book your caterers who will be looking after the day. If not on the pre approved list they will need to make contact with Guildford Manor to discuss the kitchen facilities.
- Book your suppliers and notify Guildford Manor of the suppliers booked.
- Provide Guildford Manor with timings for your day.
- Pay a security deposit of £750, which will be returned following a check of the room following the event, with no damage, and rubbish and spaces left in a clean state removed from the site.

CATERER WILL NEED TO

- Set up all function spaces as you require at the start of the day, providing table linen, cutlery and crockery. Glassware will be provided by the venue but will need to be placed on the tables where necessary by the caterers team.
- Provide a team of servers and supervisors to ensure that all aspects of your day run exactly as you have planned.
- Clear down the venue and remove all waste from the premises once the event has ended.

OUR TEAM AT GUILDFORD MANOR WILL

- Hand over the function spaces to the caterer when they arrive, stacked chairs and tables will be left in the Lytton Strachey Suite.
- Provide a point of contact between the registrars (where applicable) to ensure your civil ceremony takes place in a timely manner.
- Run a full bar service for the duration of the event (see below).
- Provide a point of contact to liaise with your caterer and answer any questions they may have on the day.

DRINKS PACKAGES

- Guildford Manor will provide all beverages, glassware and bar staff.

Alcoholic Package

Drinks Reception - £7pp
1 x Glass of Prosecco per person

Wedding Breakfast - £14pp
Half a bottle of house wine per person

Toast Drink - £7pp
1 x Glass of Prosecco per person

Non-Alcoholic Package

Drinks Reception - £5pp
1 x Glass of Sparkling Elderflower per person

Wedding Breakfast - £10pp
2 x Jugs of soft drinks per table

Toast Drink - £5pp
1 x Glass of Sparkling Elderflower per person

- Guildford Manor will also open and operate our Lounge and Lytton bars.





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