



CROWN HALL
FARM

PARTY BOOKINGS



LET'S CELEBRATE!

Thank you for reaching out to us regarding your interest in private venue hire at Crown Hall Farm. We are delighted to assist you in creating a memorable and enjoyable event.

Our inviting team extends a heartfelt welcome.

Join us for tours every *Tuesday* and Open Days on Saturdays throughout the year.

Can't make it on a Tuesday or Saturday? *No problem!*

Book a personalised appointment using our online form. We look forward to welcoming you!

Tuesday
Mornings

10:00 - 11:30 AM

Tuesday
Evenings

6:00 - 7:30 PM

[click here to
BOOK A VIEWING](#)

If you have any questions or need further assistance, feel free to reach out to our dedicated team.

Venue Hire Info

Flexible Dates and Times:

Choose any day of the week for your event, subject to availability, with a minimum 5-hour hire duration available for both daytime and evening events.

Our standard finish time is midnight, but arrangements for a late license can be made through consultation with our team.

Venue Hire Details:

Standard venue hire begins at £350+VAT per hour, requiring a minimum 5-hour booking (totaling £2100 inclusive of VAT).

Additional set up and pack away time can be arranged at £100+VAT per hour.

Marquee Specifications:

Venue size is 12m x 21m, featuring rectangular wooden trestle tables measuring 6ft long x 2ft 6, or 5ft 6 round tables for a customised event experience.

Guest Numbers and Parking:

The capacity of our marquee is adaptable, depending on the configuration of your chosen furniture and entertainment layout. For a more intimate setting, the marquee can be partitioned to create a cosy ambiance.

If you opt for round tables accommodating 10 guests each, along with ample space for dancing, an ideal setup would consist of a maximum of 16 tables, accommodating up to 160 guests comfortably.

Our venue provides convenient parking facilities to enhance the overall experience for you and your guests.

Children and Challenge 25

Crown Hall Farm is a family owned venue who welcome guests of all ages. We do ask that children are supervised at all times, especially near the lake.

Please note we practice the Challenge 25 Policy at our bar. If you intend on buying alcohol, please bring identification.

Venue Cleaning:

Our team will meticulously clean and set up the marquee for your event and other guest areas. Prompt removal of personal items and décor at the end of the hire time is essential. While we may consider opening the next day for suppliers to collect décor at our discretion, any items left behind may be discarded.

What's included in Venue Hire?

Exclusive Use: Enjoy our venue and parking area for your exclusive celebration.

Luxury Marquee: A climate-controlled space with porcelain tiled flooring, accommodating up to 180 guests. Adaptable for intimate or grand affairs.

Scenic Spots: Fantastic photo opportunities across the grounds, capture moments on the rustic bridge overlooking the lake.

Elegant Seating: Choose round tables or rustic wooden trestle tables, both complemented by Lime Wash Chivari chairs.

Bespoke Catering: Access to our exclusive supplier list for top-tier catering on-site.

Outdoor Delights: 20ft boat for serving welcome drinks, fun bus stop for unique photos, and rustic outdoor seating.

Comfort and Style: Boutique toilets for your convenience.

Ambiance Enhancement: Giant poles with festoon lighting, customisable garden, lake, and tree lighting.

Quality Suppliers: Access to an exclusive approved supplier list ensuring the upmost quality for your day.

Personalised Support: Ongoing customer support via email, telephone, or face-to-face appointments. Meetings and site visits available.

Professional Staff: Friendly bar staff to run our fully licensed indoor bar and an on-the-day coordinator ensuring seamless execution.

At Crown Hall Farm, we take pride in crafting unforgettable moments. Our venue offers the perfect blend of luxury and natural beauty, providing an enchanting setting for your event.

What's NOT included in Venue Hire?

Table cloths: You have the option to either provide your own or rent them from us at a rate of £12+VAT per cloth.

Disco: While venue hire does not include a dedicated disco service, you can utilise our in-house sound system for your event from £400+VAT (7pm until midnight).

CULINARY DELIGHTS TAILORED TO YOU

Elevate your event with an *exceptional dining experience* curated by our outstanding chefs at Crown Hall Farm.

Tailor your dining experience by creating a bespoke menu or choosing from our extensive menu suggestions, designed to cater to *every taste and budget*.

From four-course seated menus to more casual dining experiences and even enticing street food options, we have a culinary offering to suit every preference.

For a unique twist, indulge in our on-site apple wood-fired pizza, where we craft *mouthwatering pizzas* cooked to perfection for your guests. Special requests are always welcomed, and our menu boasts exciting vegetarian and vegan options to accommodate diverse food preferences and allergies.

At Crown Hall Farm, we understand that everyone has their own *distinct vision*, so your menu can be tailored to reflect your unique style and delight both you and your guests!

We can also create you a bespoke drinks package with arrival drinks, toast drinks, drinks provided with the catering and we also have options for setting up a bar tab or offering pre-paid drinks tokens.

Note: Only food & drink provided by Crown Hall Farm can be consumed on site, and we do cater for all dietary requirements.

Please speak to our team if you would like further details regarding catering options and prices.



DECOR & SUPPLIERS

Décor Options:

Enhance the ambiance of your event with our versatile décor options. Choose from our curated selection of available décor items that you can conveniently hire for your event.

Alternatively, you have the flexibility to bring in your own decorations or coordinate with an external décor provider.

When planning, remember to account for set up and pack away time in your quote, which is an additional service beyond the event hire duration. We offer this service at a reduced rate to ensure your event preparation and conclusion are seamless.

Guidelines for Décor Usage:

To maintain the condition of our venue, certain guidelines must be observed. Real candles are not permitted as part of the décor, and all decorations should refrain from touching the marquee linings or being attached to the structure in any manner.

If your chosen items have the potential to scratch or damage the exquisite porcelain tiled floor, please ensure that adequate protective measures are in place to safeguard our flooring.

Supplier Engagement:

For services not directly contracted through Crown Hall Farm, we request that you provide:

- The contact details of the supplier
- Their PAT testing certificate (if electrical items are to be used);
- Their liability insurance.

This information should be submitted at least 5 weeks before the scheduled event date.

Your cooperation in providing these details is crucial in maintaining the high standards of quality and safety we uphold at Crown Hall Farm.



UNIQUE ENTERTAINMENT

Infuse your event with joy, laughter, and *personalised entertainment* that reflects your unique style at Crown Hall Farm.

Our sister company, Ace Tones, can bring a plethora of entertaining activities to enhance your event.

From vintage games to laser clay pigeon shooting, our offerings promise to add a touch of excitement and joy to your celebration.

Availability may vary, so enquire to receive our full brochure.

Sample Selection and Costs:

- Disco and DJ: From £400
- Deluxe Photo Booth (4 hours): £525
- Caricaturist: Starting from £695
- Award-winning Magician: Starting from £600
- Soft Play: £295 (white picket fencing + £100)
- Children's Bouncy Castle: £400
- Vintage Garden Games x 4 (entire day): £225
- Laser Clay Pigeon Shooting: £450
- Casino - Blackjack and Roulette with fully trained croupiers and fun money: £500
- Batak Wall: £450
- Giant Buzz Wire: £125
- 9-hole Crazy Golf: £425
- Interactive Light Chasing Table: £450
- Selfie Pod: £425
- Singing Waiters: Starting from £500

Please note: If you wish to book a band they must play through our unique sound system therefore we recommend that you do not sign contracts or pay a deposit until they have spoken to us to ensure that their equipment will be suitable.



October James



Honey & Heather



October James



Rapidm



Charlotte Wotton Photography



Michelle White Photography



On-SITE ACCOMMODATION

Extend your celebration by *staying the night* at Crown Hall Farm!

Our onsite luxury accommodation features *three deluxe rooms* with en-suite bathrooms, providing a comfortable retreat for you and your guests.

Additionally, to enhance your morning experience, we take pride in offering a complimentary continental breakfast hamper, carefully curated with an assortment of pastries, fruits, and cereals, ensuring a *delightful start to your day*.

For additional lodging options, a mere four-minute taxi ride away lies a charming luxury B&B, complete with a distinctive four-storey windmill. If you prefer a broader selection, Spalding and its surroundings boast ample accommodation choices, ranging from well-known hotel chains just a 10-minute drive away to cozy lodges and inviting guest houses a little further.

Whether you choose to unwind in our onsite rooms or explore the nearby offerings, your overnight experience should be comfortable..

MEETING ROOM HIRE

A perfect, multi-purpose add-on room for meetings, break out space, quiet room or something else!

Our meeting room, conveniently located near the marquee, provides a quiet and flexible space that can be tailored to accommodate both small and large gatherings. Our meeting room is equipped with modern amenities to enhance your meeting experience:

- **Air Conditioning and Heating:** Maintain a comfortable atmosphere in any season with our efficient air conditioning and heating systems.
- **Charging Points:** Stay connected with multiple charging points available in the room, ensuring that your devices are ready for use throughout the meeting.
- **Audiovisual Support:** We can provide TV monitors for seamless presentations, allowing you to connect devices and share screens effortlessly.



BOOKING PROCESS

Booking Process:

1. Estimate Approval:

- Upon receiving an estimate and ensuring it aligns with your expectations, we will send you a contract via DocuSign.
- Simultaneously, a non-refundable deposit invoice will be issued, securing your chosen date for the event. Immediate payment is required to confirm the reservation.
- For events with variable guest numbers, a minimum count will be agreed upon, allowing flexibility to increase within our capacity, but not decrease.

2. Terms and Conditions:

- A copy of our comprehensive terms and conditions will be provided for your review and signature.

3. Payment Agreement:

- Depending on your event date and type, we'll collaboratively agree on payment terms, and invoices will be sent accordingly.
- Full payment must be completed at least one month before the scheduled event.

4. Pre-Event Check:

- In the weeks leading up to your event, we conduct a pre-event check to ensure all arrangements remain consistent with your plans.

5. Post-Event Refund:

- Within 28 days post-event, we'll refund your damage deposit, deducting any incurred costs. Timely provision of bank details is essential for a smooth transaction.

Information Required Upon Booking:

- Booking Name (business and/or personal)
- Billing Address
- Contact Number and Email Address
- Emergency Contact Name and Number
- Event Start Time
- Set-Up and Packing Away Time Requirements
- Catering, Refreshments, Entertainment, and Special Requirements Details

Details Required Nearer to the Event:

- Dietary Requirements for Guests (at least 2 weeks prior)
- Menu Choices, if applicable (see link)
- Furniture Plan (see link)

[click here to download
TEMPLATES](#)

Terms and Conditions:

Please familiarise yourself with our terms and conditions before finalising your booking.

At Crown Hall Farm, we prioritise transparency, flexibility, and attention to detail throughout your booking experience, guaranteeing an unforgettable event for you and your guests.

[click here to view
TERMS & CONDITIONS](#)

FAQS

CAN WE ORGANISE OUR OWN DJ OR ENTERTAINMENT?

Yes absolutely. There are certain requirements they must meet so please check with us before booking.

DOES THE BAR ACCEPT CASH & CARD ON THE DAY?

Yes, we can take both cash and card at the main bar.

CAN WE HAVE FIREWORKS DURING OUR EVENT?

As we are positioned next to an equestrian centre and close to a main road we cannot allow firework of any kind.

Please note that the use of sky lanterns or similar is also strictly forbidden.

IS CROWN HALL FARM WHEELCHAIR ACCESSIBLE?

Yes, we have two disabled parking spaces and disabled toilet facilities. The paths to the marquee are suitable for wheelchairs and the marquee floor is flat.



READY TO BOOK!

At Crown Hall Farm, we believe in the power of *personal connections*.

We'd like to invite you to meet with us face to face at your earliest convenience.

This provides the perfect opportunity for us to learn more about you, showcase our *stunning venue* and grounds, and delve into the intricate details of your event.

Following your viewing, we'll craft a personalised proposal *just for you*, based on our discussions.

The best part? We'll collaborate to tailor it precisely to your desires, and there's *no fee* for this service until you decide to *secure your booking with us*.

Ready to take the next step? Schedule your complimentary viewing today!

click here to
BOOK A VIEWING



OUR TEAM LOOK
FORWARD TO
HEARING FROM YOU.

GET IN TOUCH:

events@crownhallfarm.co.uk

01733 442025

CROWN HALL FARM

Dozens Bank, Spalding,
Lincolnshire, PE11 3ND

*Crown Hall Farm is positioned on a main road,
but secluded behind a wall of tall conifers, so
it's easy to miss us, especially as the Sat Nav
will take you further down the road!*

WHAT3WORDS: ///TENT.ARCH.ZEBRA



2023 | Edition 1