



DUNS CASTLE

Response for Wedding or Function Enquiries 2017

Thank you for your enquiry. We hope that the information below will help you in planning your wedding or function and that Duns Castle will be your choice of venue.

1. Accommodation

The Castle price is the minimum price for accommodation for up to 23 guests and does not include access for large numbers of guests staying elsewhere off the estate, coming to a marquee or attending the function. We would therefore have to agree how the castle itself was to be used and additional fees may be payable for agreed access.

DUNS CASTLE - EXCLUSIVE USE (accommodation only) 2017	Low Season	High Season	Peak Season
Weekly Price (Flexible start date)	£10 900	£11 850	£12 400
1 Night mid-week (Monday-Thursday)	£2 300	£2 750	£2 850
2 Nights mid-week (Monday-Thursday)	£4 400	£5 200	£5 450
3 Nights mid-week (Monday-Thursday)	£6 500	£7 700	£8 050
4 Nights mid-week (Monday-Thursday)	£8 500	£10 200	£10 500
1 Night Weekend (Friday or Saturday)	£5 400	£5 900	£6 200
2 Nights Weekend (Friday and Saturday)	£5 400	£5 900	£6 200
3 Nights Weekend (includes Friday and/or Saturday)	£7 700	£8 500	£9 050
4 Nights Weekend (includes Friday and/or Saturday)	£9 800	£11 000	£11 700
5 Nights	£10 300	£11 350	£12 000
6 Nights	£10 700	£11 650	£12 200
Prices are for up to 23 guests (inclusive of VAT @ 20%)	06 Jan - 09 Feb	10 Feb - 16 Feb	14 Apr - 20 Apr
Pre-booked Breakfast (whole group only) £11pp. Sekf-catering possible)	17 Feb - 30 Mar	31 Mar - 13 Apr	26 May - 01 Jun
2 Hours basic housekeeping included 9.30-11.30am. Laundry services by arrangement.	03 Nov - 21 Dec	21 Apr - 25 May	14 Jul - 31 Aug
Fully licensed premises, bar stocked and open by arrangement. Wine lists available.		02 Jun - 13 Jul	06 Oct - 26 Oct
Events hosted in the castle by prior arrangement only. Facility fee may be applicable.		01 Sep - 05 Oct	22 Dec - 04 Jan
Please see Terms and Conditions for further details.		27 Oct - 02 Nov	

NB Smaller numbers 1-20 may pay a B&B rate of £120 per person midweek. Dinner optional see menus

For additional accommodation

- An extra twin room (with ensuite) is available in the castle basement at the reduced rate of £75 per person, but may only be booked subsequent to all other rooms in the castle being booked.
- Our 6 self-catering holiday cottages (accommodating a total of 26 people in 14 rooms) are bookable online at www.dunscastleholidaycottages.co.uk.
- Please note that any of your guests staying in the cottages are welcome to join you for breakfast in the castle at an additional cost of £11 per person per day and to a maximum of 60 place settings.
- We will be able to provide you with contacts/suggestions for other offsite accommodation (hotels, guest houses, B&B's etc.) if required.

2. Marquee

- While the castle can host ceremonies for up to 60 guests (seated) or 120 guests (standing), meals are nevertheless limited to 60 place settings. Should you anticipate more guests than the Castle can hold, you may wish to either scale down your guest list or consider welcoming your guests in a marquee on either the front or back lawn. We can either coordinate this for you or put you in touch with Marquee providers. The cost may be upwards of £5,000.
- For winter weddings or functions, we would advise scaling down numbers (if possible) in order to host your guests in the Castle as this would still offer greater comfort than a heated marquee.
- You may also wish to consider projections of special effects against the castle walls. These could include a slide show, video, family crest, bride and groom's initials, cultural expressions etc. All special effects are bespoke and will be budgeted separately.

3. Catering

- Breakfast may be pre-booked (whom group only) at £11 per person per per day.
- Catering ranges from approximately £25-£65 per person for a 3 course dinner (please consult caterer), excluding drinks.
- Drinks packages from £25 pp (includes 3 glasses Prosecco, half bottle of house wine per person and still or sparkling water at dinner). The bar may be run at other times according to your requirements on a cash or consumption basis. Should you choose to bring your own table wine, please note that corkage is charged at £9 per bottle of wine and £12 per bottle of sparkling wine (£18 per bottle of champagne).
- Seated dinners in the castle are limited to 60 place settings.
- Please note that the menus on our website are simply an example of the quality we have provided recently. These are due to be replaced by the menus created by our panel of preferred caterers whom we have recently appointed or can be bespoke.
- We invite you to contact either of our preferred caterers to explore the best catering solution for your budget and dietary requirements:

- **Wilde Thyme**

Andrew Hamer (Managing Director)

Wilde Thyme Limited

t: 01764 679322

m: 07921 728964

Andrew@wilde-thyme.co.uk

www.wilde-thyme.co.uk

(Catey's Finalist 2015 / UK Event Awards 2013 - winner "Best Caterer" / Scottish Event Awards 2012 - winner "Best Caterer" / CIS Excellence Awards 2011 - winner "Best Caterer" / UK Event Awards 2010 - winner "Best Event Caterer")

- **Regis Catering**

Ryan Longmuir

Managing Director

Regis Banqueting Ltd

Tel: 01236 734444

ryan@regisbanqueting.co.uk

(Wedding Caterer of The Year 2015)

- **Georgie Harding-Newman** (independent local caterer for smaller groups)

Tel : 07891 918001

georgiehn@icloud.com

- The use of outside caterers is permitted but will be subject to meeting certain conditions (site visit, insurance, hygiene certification etc.) and a facility fee will be applicable.

4. Photography

We recommend you consider the services of any of the photographers listed below, most of whom have been hired for weddings at Duns Castle.

- [Ashley Coombes](#)
- [Brian Cassidy](#)
- [David Ho](#)
- [Derek Lunn](#)
- [Q Photography](#)
- [Parris Photography](#)
- [Samantha Jane Photography](#)
- [Stanbury Photography](#)

5. Entertainment

We can provide many forms of entertainment from musicians, magicians, mime artists and theatrical performances to fireworks and light shows. We will be happy to discuss your preferences in order to best enhance your chosen theme and provide costings according to your budget. For instance, we could offer a Piper at £135 and 4 Highland dancers at an additional £275.

6. Activities

We are able to propose numerous activities for you and your guests. These can include archery, falconry, clay pigeon shooting, mini highland games, casino tables, quad biking, art classes and even professionally-assisted tree-climbing (an activity we hope to introduce this year). Prices will depend upon numbers, availability and guest profiles, however we will be happy to discuss your preferences and find the most suitable solution for your enjoyment.

7. Additional Services

Upon confirmation of your booking, we will be happy to assist you with the planning of your special event and can put you in touch with a number of other service providers such as florists, hair & make-up, manicurists, masseurs and audio-visuals suppliers.

8. Airport & Rail Station transfers

There is a very good local coach-hire company with whom we have preferential rates.

9. Extra costs.

In addition to the above Private Hire rates, the following fees would apply:

- An extra facility fee of £750-£1750 to cover admin, basic wedding or party planning and general logistics leading up to and for the event.
- Celebrant's fee for any ceremony (usually £100-£200 – you will need to make contact directly)

10. Accessibility

- Duns Castle is within easy reach of Edinburgh Airport (approx. 1 hr), Newcastle Airport (approx. 75 mins) and Glasgow Airport (approx. 1.5 hrs).
- The nearest train station is Berwick-upon-Tweed (25mins) only 3.5 hours from London Kings Cross.
- For airport and rail transfers, we can recommend a local coach and minibus company.

11. Booking

- Our [Terms and Conditions](#) are available on our website. To secure your reservation, we ask for a 20% deposit (minimum £2000) for castle and 50% of cottage prices. The balance will need to be paid at least one week prior to arrival and any additional expenses incurred must be settled before departure.

Please find attached a copy of our presentation as well as an access plan. You will be more than welcome to view the property. Do call us to arrange a visit. We hope this additional information is helpful and that we will have the pleasure of hosting you and your wedding guests at Duns Castle. Thank you.