# WEDDINGS & CIVIL CEREMONIES

DULWICH PICTURE GALLERY

















# **Dulwich Picture Gallery**

Dulwich Picture Gallery, situated at the heart of Dulwich Village, offers an exclusive setting for your special day. Founded in 1811, the unique building - designed by Sir John Soane - was the first purpose-built public art Gallery in the world.

Displaying one of the finest collections of Old Masters in the world, your guests will be surrounded by some of the greatest names in Baroque painting, such as Rembrandt, Rubens, Canaletto, Murillo and Veronese.

This prestigious venue with both indoor and outdoor options, offers flexible event spaces for your civil ceremony, drinks reception, wedding breakfast and dancing.

Talk to us about your bespoke requirements or look at our ceremony packages and list of approved suppliers at the back of this brochure.

Dulwich Picture Gallery is one of Britain's most valued artistic and architectural treasures. All money generated through venue hire goes towards the conservation and care of the gallery and the development of our leading education and exhibition programmes.

Contact the events team for more information: events@dulwichpicturegallery.org.uk

# Soane Gallery

Sir John Soane's design for Dulwich Picture Gallery has inspired gallery architecture worldwide. This suite of eight perfectly proportioned rooms interlink to form a stunning enfilade. Famous for its rich red walls and natural lighting, the Old Master paintings are densely hung to recall the Gallery's Victorian splendour.

Choose the Soane Gallery for your wedding breakfast or a drinks reception. The Soane Gallery is also licenced for civil ceremonies upon special agreement at 6pm Tuesday-Saturday, or throughout the day on a Monday when the Gallery is closed to the public.

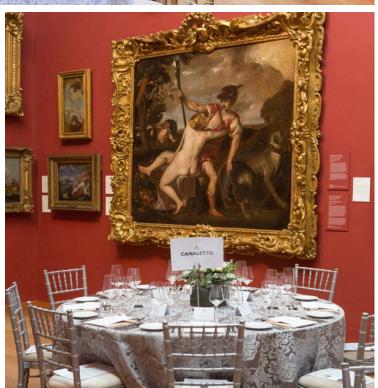


### Soane Gallery Capacities

Civil ceremony – up to 150 guests Standing reception – up to 250 guests Seated wedding breakfast – up to 120 guests









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# Linbury Room

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The Linbury Room offers a contemporary setting. Surrounded by sleek blank walls, this flexible space is perfect for your civil ceremony and/or first dance.

The room can be transformed into your own unique venue with personalised decor and floral arrangements.













### Linbury Room Capacities

Ceremony or dancing after dinner – up to 120 guests Seated wedding breakfast – up to 50 guests



# Gallery Gardens & Meadow

Dulwich Picture Gallery is surrounded by beautiful landscaped gardens that offer a secluded and tranquil retreat from the city.

Choose between our main gardens, which give you Sir John Soane's architecture as a stunning backdrop, or opt for our private meadow, which provides a more secluded option and is perfect for those earlier evening or daytime weddings.









### Gallery Gardens & Meadow Capacities

#### Main Gardens:

Standing reception – up to 300 guests Seated wedding breakfast – up to 200 guests (Please note, guest access is 4pm to 11.45pm, with music and alcohol finishing at 11pm)

#### The Meadow:

Standing reception or seated wedding breakfast – up to 300 guests (Please note, guest access 1pm to 9.45pm, with music and bar finishing at 9pm) Subject to Southwark Council Approval















# Gallery Café

Overlooking the Gallery's picturesque gardens, the Gallery Café is a perfect space for evening events in a more contemporary setting. Ideal for smaller wedding breakfasts for up to 50 guests, including use of the Gallery terrace and gardens.

The Gallery Café is exclusively catered by Gather & Gather and is only available for guest access from 6pm.

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### Gallery Café Capacities

Standing drinks reception – up to 80 guests Seated wedding breakfast – up to 50 guests

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# Wedding Ceremony & Reception Options

## Rembrandt Package

#### Up to 120 guests

3pm or 4pm – Ceremony Linbury Room (up to 120 guests) or at an external venue of your choice

Followed by – Drinks & Canapes in the Linbury Room & Cloisters or on the Cloister Lawn in front of the Linbury Room

6:15pm – Call to dinner in the Soane Gallery 9pm – First Dance in the Linbury Room 11pm – Event finish & guest departure begins

Venue Hire: £6,000 + vat

Added extra – Extend the music and alcohol licence for indoor events until Midnight

Total Venue Hire: £7,000 + vat

# **Rubens Package**

#### Up to 120 guests

5:45pm – Guests arrive and seated in the Soane Gallery 6pm–7pm – Ceremony in the Soane Gallery & a wedding photo opportunity

#### Followed by –

Drinks & Canapes in the Linbury Room & Cloisters or on the Cloister Lawn in front of the Linbury Room until 8pm 8pm–10pm – return to the Soane Gallery for your Wedding Breakfast Use of the Linbury Room for dancing till 11pm

Venue Hire: £6,000 + vat

Added extra – Extend the music and alcohol licence for indoor events until Midnight

Total Venue Hire: £7,000 + vat

### Constable Package

#### Up to 50 guests

3pm or 4pm – Ceremony Linbury Room or at an external venue of your choice

#### Followed by –

Drinks and Canapés in the Linbury Room and Cloisters or on the Cloister Lawn in front of the Linbury Room 6.30pm – Call to dinner in the Gallery Café 9pm – First Dance in the Linbury Room 11pm – Event finish and guest departure begins

#### Venue Hire: £2,500 + vat

Added extra – 5.30pm–6.30pm – Additional hour in the Soane Gallery for an extended drinks and canapé reception and a wedding photo opportunity

Added extra – Extend the music and alcohol licence for indoor events until Midnight

Total venue hire: £4,500 + vat

### Gainsborough Package

Ceremony – up to 120 guests Reception – up to 200 guests

3pm or 4pm – Ceremony Linbury Room (up to 120 guests) or at an external venue of your choice

#### Followed by –

Drinks and Canapés in the Linbury Room and Cloisters or on the Cloister Lawn in front of the Linbury Room or perhaps within or outside your Marquee. Your Marquee for dinner and dancing until 11pm

#### Venue Hire: £3,750 + vat

Added extra – 6–7pm – A Private View in the Soane Gallery for your guests and a wedding photo opportunity

Total venue hire: £4,750 + vat

# Poussin Package

#### Reception - up to 300 guests

1pm or 2pm – Ceremony Linbury Room (up to 120 guests) or at the venue of your choice

Then move to the secluded Meadow space for Drinks & Canapes outside of your Marquee. Your Marquee for dinner & dancing until 9pm.

Venue Hire: £3,750 + vat

Added extra – 6pm - 7pm A Private View in the Soane Gallery for your guests & a wedding photo opportunity

Total venue hire: £4,750 + vat

### Canaletto Package

Ceremony – up to 150 guests Reception – up to 200 guests

5.45pm – Guests arrive and seated in the Soane Gallery 6–7pm – Ceremony in the Soane Gallery and a wedding photo opportunity

Followed by – Drinks and Canapés within or outside your Marquee The Marquee for dinner and dancing until 11pm

7pm–11pm Your Marquee in the main gardens for dinner and dancing.

**Added extra** – 7pm - 8pm – Additional hour in the Soane Gallery for an extended drinks & canape reception

Total venue hire: £5,500 + vat

# Marquee Wedding Reception Only

# Van Dyck Package

#### Up to 200 guests in the Main gardens

4pm – Arrival at Dulwich Picture Gallery after your Ceremony at an external venue of your choice

Drinks and Canapés on the gallery lawn in front of your Marquee

Your Marquee for dinner & dancing until 11pm

Venue Hire: £3,500 + vat

**Added extra** – 6–7pm – A Private View in the Soane Gallery for your guests and a wedding photo opportunity

Total venue Hire: £4,500 + vat

### Lely Package

#### Up to 300 guests in the Main gardens

1pm/2pm arrival at Dulwich Picture Gallery after your Ceremony at an external venue of your choice

Drinks and Canapés on the secluded meadow lawn in front of your Marquee

Your Marquee for dinner and dancing until 9pm

Venue Hire: £3,500 + vat

**Added extra** – 6–7pm – A Private View in the Soane Gallery for your guests and a wedding photo opportunity

Total venue Hire: £4,500 + vat

# Wedding Ceremony Only Options

### Murillo Package

#### Up to 120 guests in the Linbury Room

Ceremony in the Linbury Room at any time of the day

Venue Hire from 9am–5pm (allowing for room decoration): £750 + vat

**Added extra** – drinks receptions available through our approved caterers in the room or gardens after the ceremony. POA

### Reni Package

#### Up to 150 guests in the Soane Gallery

5.45pm – Guests arrive & seated in the Soane Gallery 6–7pm – Ceremony in the Soane Gallery and a wedding photo opportunity

Venue Hire: £1,500 + vat

Added extra – 7–8pm – Additional hour in the Soane Gallery for a drinks and canapé reception

Total venue hire: £2,500 + vat

# Please note:

All prices exclude VAT

Prices quoted for Spring/Summer Saturday Evening – potential discounts for midweek and out of season

All costs for catering, marquee, furniture hire, flowers and entertainment are in addition to the venue hire

An extension for music and bar service until midnight can be offered at an extra cost of £1,000 on Friday and Saturday evenings only. For outdoor events extensions are subject to a Temporary Event Notice application to Southwark Council see FAQ's.

Marquee options: The main gardens can accommodate marquees for up to 200 guests. The meadow for up to 300 guests. See timings. Licensable activity such as amplified music is subject to a Temporary Event Notice (TEN) & Southwark Council approval.

Flexible all day hire can be offered on Mondays when the Gallery is closed to the public

All bespoke wedding day ideas considered where possible



# **Approved Suppliers**

Our approved suppliers offer a wealth of experience and represent the highest standards of service, creativity and delivery.

### **Approved Caterers**

Blue Strawberry / Table Talk bluestrawberry-tabletalk.co.uk 020 7733 3151 hannah@bluestrawberry.co.uk Bubble Food bubblefood.com 020 7703 2653 kathryn@bubblefood.com Food Show Events foodshowltd.com 020 7793 1877 enquiries@foodshowltd.com

**Gather & Gather/Creativeevents** Gallery Café & On-site Caterers creativevents.co.uk 020 8299 8719 Agnieszka.PintoDaSilva@ gatherandgather.com

Ginger Jar ginger-jar-food.com 020 7733 9991 hungry@ginger-jar-food.com

Good Thyme Catering www.goodthymecatering.co.uk 020 7735 9000 events@goodthymecatering.co.uk

**Social Pantry** www.socialpantry.co.uk 020 8871 1949 eliza@socialpantry.co.uk

Suzanne James suzannejames.co.uk 020 8693 6331 info@suzannejames.co.uk

### Additional Approved Outdoor Caterers

Gourmet Hog Roast gourmet-hog-roast.com Nick: 07825 533440 info@gourmet-hog-roast.co.uk

**The Travelling Gin Company** www.the-tgc.com Ed: 07973 758598 info@thetravellingginco.com

### **Approved Florists**

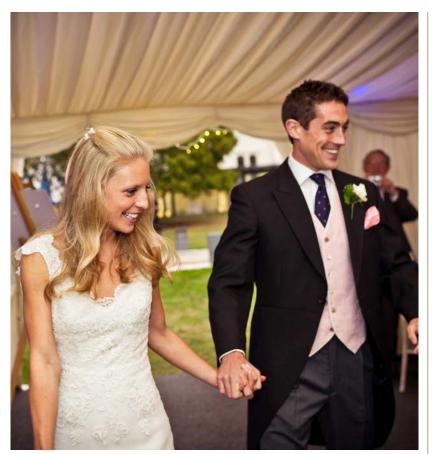
All For Love London allforlovelondon.com 07786 081412 ruth@allforlovelondon.com Floral Evolution floral-evolution.com 07742 013292 floralevolutionflowers@gmail. com

**The Fresh Flower Company** freshflower.co.uk 020 8693 6088 studio@freshflower.co.uk

Lavender Green Flowers lavendergreen.co.uk 020 7127 5305 info@lavendergreen.co.uk

**Pinstripes and Peonies** pinstripesandpeonies.com 020 7720 1245 flowers@pinstripesandpeonies. com





# Approved Lighting & Sound Companies

DJ For Me Events Ltd www.djforme.co.uk 07727 228 554 john@djforme.co.uk

Event Concept eventconcept.co.uk 020 7064 3506 amber.worrall@eventconcept. co.uk

### Approved Entertainment Providers

DJ Danny Nutt www.djdannynutt.com 07884 050 954 dannynutt@me.com

DJ For Me Events Ltd www.djforme.co.uk 07727 228 554 john@djforme.co.uk

Liquid Strings liquidstrings.com 020 88472012 hello@liquidstrings.com

**SNAP Entertainment** snapentertainment.co.uk 020 7652 2332 ben@snapentertainment.co.uk

**Sternberg Clarke** sternbergclarke.co.uk 020 8877 1102 sales@sternbergclarke.co.uk

### Approved Marquee Providers

Paul Simon Marquees paulsimonmarquees.co.uk 01798 815 006 enquiries@paulsimonmarquees. co.uk

Raj Tent Club rajtentclub.com 020 7820 0010 nicky@rajtentclub.com







#### Storm

stormltd.co.uk 014 8375 7211 07876 213 933 emma.gallagher@stormltd.co.uk

White Light VenuesWL.com 020 8254 4870 Events@whitelight.ltd.uk

# **Frequently Asked Questions**

#### What is included in the venue hire?

- Exclusive use of the venue for your wedding after 5pm (non-exclusive before 5pm due to public opening hours)

- Set-up time for caterers and other suppliers

- Operational support from the Events Manager or Events Co-Ordinator.

Free use of the PA system and wireless microphone when hiring the Soane Gallery or Linbury Room.
Access to the Gallery's external power supply for marquee receptions in the Main Gardens (for marquee receptions in the Meadow a generator would need to be hired at an additional cost).





# Can we get married in the Chapel next to Dulwich Picture Gallery?

Christ's Chapel is independent of the Gallery and comes under Church of England regulations. You would, therefore, need to contact the Parish Office directly on 020 8693 1524 or parishoffice@stbarnabasdulwich.org to discuss availability and eligibility. Do ask our Event Manager for a full list of other local churches.

#### Can we bring our own suppliers?

As a listed building with priceless works of art on display as well as short set-up time in our Gallery and Grounds, we ask you to work with our approved list of suppliers for catering, marquee hire, furniture, lighting, AV equipment, flowers and entertainment. They are well respected and flexible suppliers who go through a rigorous approval process and therefore know the Gallery and our staff well. They would be happy to quote for your wedding day.

#### Can we supply our own drinks?

You are welcome to provide your own drinks. This would need to be arranged directly with your chosen caterer, who may charge a corkage fee in order to chill, deliver and serve the drinks. Feel free to discuss as part of your catering quotation.

#### Are there restrictions on catering in the Gallery?

We are not able to accommodate buffet style catering in the Soane Gallery, though this can take place in the Cafe or in a marquee. Red wine and dark coloured drinks are not permitted in the Soane Gallery however can be served in all other areas. In addition, any foods that are liable to stain are not permitted. These include saffron, beetroot, red berries and turmeric etc.

#### Can children dine in the Gallery?

Yes, if always supervised by adults and the elegant surroundings of the gallery are respected.





#### Can my wedding go on later than 11pm?

Our usual licence allows for music and bar service until 23.00 with all guests departed within 45 minutes. We are able to extend our licence for indoor events by one hour, to allow music and bar service until midnight. This is available on request and has an additional charge of  $\pm 1,000 + \text{vat}$ . Please note, any potential outdoor event extensions would be subject to Southwark Council approval and the terms and conditions of your event and can only be granted a maximum of 15 times a year. We cannot extend our licence for any weddings in the Meadow and events in that area need to conclude by 21:00 in consideration of our neighbours.

#### Are fireworks and candles allowed?

Fireworks are not permitted at Dulwich Picture Gallery. Flames and candles are not allowed in any of our spaces, but LED Candles offer a great alternative to real flame.

#### Can we use the Gallery for our wedding photos?

The Bride and Groom are welcome to use the Gallery for photos in the evening. We will discuss the options with you and your photographer ahead of the day. Please note that flash photography is not permitted inside the Soane Gallery.

# Who do I need to contact to book registrars for a civil ceremony at the Gallery?

Dulwich Picture Gallery belongs to the Borough of Southwark. Please contact Southwark Council Registrar's Office on 020 7525 7651 or email registrars@ southwark.gov.uk to book your registrars to conduct your ceremony. Popular dates and times do get booked up well in advance so do contact them as soon as possible to avoid disappointment. Please note that Southwark Council are only able to arrange ceremonies up until 6pm, Monday – Saturday, or up until 1pm on a Sunday or Bank Holiday. Do also remember that as well as booking a registrar for your ceremony in the borough in which you are to marry, you will also need to give notice of your marriage with the council where you reside. You can give notice up to a year in advance of your wedding date, but no later than one month before.



#### Is confetti allowed?

No type of confetti is permitted, either internally or externally at the gallery. This extends to rice, paper, petals and biodegradable confetti.

#### Are there restrictions regarding decoration?

Due to the heritage listing of our venue, nothing may be affixed to any surface of the Soane Gallery, either internally or externally. Freestanding decorations can be considered in the Gallery however must be positioned at least 1 metre or falling distance, from any artwork. All positions must be agreed in advance with the Event Manager.

#### Can we provisionally hold a date?

You can hold a date in our diary, free of charge and with no obligation. If you are holding a date we ask you to come and see the Gallery in person and we will ask for a decision within two weeks. Please get in touch if you would like to check availability and book a visit with our Event Manager.

#### How do we confirm our booking?

To confirm your booking we will need to invoice for 50% of your total venue hire as a deposit. We will also send a venue contract with our full terms and conditions that will need to be signed and returned. Upon receipt of your deposit and signed contract your wedding will be confirmed and the date will be secured in our diary.

# Please get in touch with us if you have any more questions, at events@dulwichpicturegallery.org.uk



events@dulwichpicturegallery.org.uk +44 (0)20 8299 8713 dpg.art/weddings

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# DULWICH PICTURE GALLERY

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