



Weddings

Wedding countdown



12 – 18 months before the big day

Book your ceremony with the Registrar or Church
Decide on the size of the venue for the reception by compiling a guest list
Make a provisional booking at 65 Queen's Gate. Pay your deposit and sign the wedding contract to confirm your date
Come in to chat through options with our caterers and wedding coordinator

6 – 12 months before the big day

Decide on menus – wedding breakfast, evening food, wine, beverages etc.
Arrange entertainment and other suppliers – secure the bookings with a deposit
Book your planning meeting (usually takes place 3 months before your wedding)

2 – 6 months before the big day

Have your planning meeting with your Wedding Coordinator
Confirm your menus and beverage choices
Send out invitations – along with information on our local hotels
Discuss table layout with your Wedding Coordinator
Make your 75% payment 90 days before your wedding
Book your final planning meeting (usually 2 weeks before your wedding)

4 weeks before the big day

Have your final planning meeting
Provide your Wedding Coordinator with your table plan, place cards etc.
Pay your final balance

On the big day

We will ensure your wedding is perfect, so relax and enjoy

Welcome to 65 Queen's Gate

65 Queen's Gate is a truly fantastic location for your wedding celebrations. It offers a blank canvas venue just waiting for couples to put their mark on. We have a fantastic, dedicated team on hand to guide you through your big day from start to finish. Together with experienced catering partners we can make your dream become a reality.



Welcome & drinks reception

Waiters will be on hand to greet you and your guests as they arrive after your ceremony and make the short journey to our wonderful Roof Terrace with views overlooking the incredible Natural History Museum.

Don't worry, if the British weather isn't on your side, we have a lovely indoor venue on hand for all eventualities.

Wedding breakfast

The Event Hall at 65 Queen's Gate can cater for up to 140 guests comfortably on round tables. Your top table can either sit at the front of the room amongst your guests, or on the stage, looking across the room.

Speeches

The Event Hall is equipped with fantastic technology allowing speeches to be heard easily throughout the room. We can accommodate a wide range of technical needs, even playing a film on our big screens, should you wish.

Dancing

Stretch your legs after dinner with a short drinks service on the Roof Terrace as the sun sets whilst our experienced team prepare the Event Hall for an evening of dancing.

Talk to us about recommended DJ and band options.

We've got the answer...

How do I book a viewing?

We would love to show you round the venue and are open for viewing on most days and evenings. Just give us a call on **020 7590 6909** or send an email to info@65queensgate.co.uk to book a viewing at 65 Queen's Gate.

Can I provisionally book a date?

Yes, a provisional booking to hold your selected date can be made and will be held for 14 days with no obligation.

How do I confirm a booking?

In order to confirm your booking, 65 Queen's Gate requires a deposit of 20% of your total booking cost as well as a signed contract. You can confirm any time within the provisional period, or without a provisional booking.

Can I have our wedding ceremony at 65 Queen's Gate?

Yes, 65 Queen's Gate has a license as an approved premises for all civil marriage and civil partnership ceremonies.

Can you book our registrar?

Legally, you and your partner need to give notice of your intention to marry for all civil marriages and civil partnerships.

To contact The Royal Borough of Kensington and Chelsea Register Office to book a ceremony venue and a registrar, call 0207 361 4100
www.rbkc.gov.uk/registrars

When do we need to pay the balance?

Your final balance will be due 14 days before your event. Any charges on the day (such as a bar bill) must be paid on your departure.

What is the capacity of 65 Queen's Gate?

The capacity for a seated meal is 140 guests using round tables.
Our evening capacity is up to 300.
Our Roof Terrace capacity is up to 140.

we've got the answer...

Can we bring in our own caterers?

We have a great in-house catering team who can cater to all your needs. Please ask for more details.

Can we decorate the venue?

Yes, we are very happy for you to decorate the venue as you wish. We do however have a no candles policy.

We can also provide an outstanding selection of creative suppliers.

Can we have confetti?

Yes we do allow confetti, we do just ask that it could be biodegradable or fresh petals, however we do not allow confetti cannons or rice.

Can we supply our own bar?

Our preferred in-house caterers can provide you with all your beverage needs for your big day. Please ask for more details.

Is there parking available for my guests?

We have free parking in surrounding streets from 6:30pm onwards.

Local car park in Harrington Road, SW7 3ND is a 4 minute walk away.

We are a few minutes' walk from both South Kensington and Gloucester Road stations.

Where do people stay?

We have a number of close relationships with local hotels. Please ask for more details.

What time do we have access to the venue?

We guarantee access to your function room from 1pm to start preparing the venue. If there is no function the day before, then you are welcome to arrive earlier, please contact us around a week before your event to confirm if this is possible. Your suppliers are welcome to start setting up from this time. You will have dropped off various wedding items (such as favours, name cards, table plans, etc.) with us beforehand so we can start setting up the venue on the day of the wedding ready for your arrival.

Wedding timings

What timings should my day follow?

We recommend the following...

4.00pm Drinks Reception

5.30pm Wedding Breakfast

7.00pm Speeches

7.30pm Drinks on the Roof Terrace (weather permitting), whilst we arrange the hall for your evening party

8.00pm Evening Party Commences

What is the standard finishing time?

The standard finishing time is 11pm for the bar and for music with guests departing by 11.30pm.

