



What is included?

Polhawn Fort is unique in so many ways - we have been running as an exclusive wedding venue for over 20 years and provide everything you need to make your special stay run smoothly. Just bring food and drink and **we can supply the rest!**

- We offer an **open supplier policy, no limitations** here! - you can **choose anyone** you like to do your catering/flowers/drinks and entertainment with no extra cost or hidden fees from us!
- We provide eight beautiful bedrooms with **sea views**, luxurious vi-spring beds and modern fixtures and fittings sleeping up to **24 guests**.
- Large immaculate gardens overlooking the sea with **exclusive beach access** - the perfect place to watch the sunset with your guests.
- **Private parking for up to 50 cars** (additional parking in a nearby field can be arranged if necessary)
- **Our team is here to support you** as you make your plans, we work quietly in the background to ensure that you have everything you need in the run up to your big day and whilst you are here.
- From 4pm on your day of arrival until 10am on your day of departure you have **sole private use** of the fort and all its facilities, rooms and grounds to use as your desire including exclusive beach access and even a **Tennis Court!**

Your Helping Hand

We want your day to run as **smoothly as possible**. Available from 9am on your ceremony day until the end of the evening we provide an **experienced wedding-team member** who will handle the logistics in setting up and re-arranging any furniture in the Fort or Garden whilst supporting the needs of the **bride, groom and guests**. In the morning we will consult with the bride and or groom to help make the decision to have an inside or outside ceremony - if the weather looks uncertain, they can **set you up for both!**

We will liaise with the registrars when they arrive, locate the groom and bride when required, help direct any suppliers/bands/entertainment with when and where they can store equipment/set up and continue to offer venue support until the end of the evening.



The Main hall Equipment provided:

- **5ft Round Tables** (each one seats around 8 people) (quantity 12)
- **Oblong tables** are available 8ft x 2ft 8 ½ with a 30-inch drop (quantity 12)
- **Oblong tables** are available 4ft x 2ft 8 ½ with a 30-inch drop (quantity 3)
- **White table linen** and napkins for 120 guests
- **Cheltenham Chairs** (quantity 120)
- **Bottle wine cooler** (fits 85 bottles) - did we mention? - **no corkage!**
- **A range of easels** for notices/signs/pictures/menus/seating plans
- **Decorative storm lanterns** (15 varying in sizes)
- **Small decorative lanterns** (10)
- **A Yamaha Clavinova electric piano** (available at request)
- **Professional PA system** and **Disco lights**
- **Panasonic flatscreen 42" TV**
- **2 x Oak Barrels** and table for your use - great for Bars/Cakes/table plans

Kitchen

- **Crockery and cutlery** for 120 persons (Kings Pattern Cutlery)
- **Crockery for 120** (White square)
- **White wine glasses** (quantity 120)
- **Red wine glasses** (quantity 120)
- **Champagne flutes** (quantity 120)
- **Hi-ball glasses** (quantity 120)
- **Glass water jugs** (12)
- **A self-feed ice-making machine**
- **2 large commercial gas ovens** (12 gas hobs)
- **1 large gas grill**
- **1 plate warming cupboard**
- **1 commercial dishwasher**
- **1 large double door commercial fridge**
- **1 large commercial fridge**
- **1 water boiler for constant boiling water**
- **1 small coffee machine** (2 jugs)
- **1 microwave** (domestic size)
- **Serving dishes** (limited amount), **coffee pots** and **teapots**, **milk jugs** and **sugar bowls**

Guest Rooms and bathrooms

- **Luxury beds** with the **highest quality** vi-spring mattresses
- **Bath towels** for 24 guests
- **Hand towels** for 24 guests
- **Bed linen** for 24 guests
- **Hairdryers** in each room
- **Locally made organic hand soap & shower gel**
- **Tea and Coffee** making facilities



Outside/Gardens

- **Summerhouse** (licensed for outdoor ceremonies)
- **White Resin folding Chairs** (quantity 120)
- **Garden Benches** (six)
- **Exclusive access beach path** directly from the garden
- **Large barbeque** (please check availability during winter months)
- **Games Shed** - (Croquet Set, various other garden games)
- **Glass dining table** available on the roof terrace
- **Outside electric hookups**

Children

- **Fireguard for hall fire** (upon request)
- **Travel Cots** (two)
- **Highchairs** (Four)
- **Stairgates** across main stairways included.
- **Child-proof Window Locks** on the bedroom windows

Utility Room

- **Washing machine**
- **Clothes steamer**
- **Tumble drier**
- **Iron & ironing board**
- **Under-counter Freezer**
- **2 x Jacket/Coat Stands** with hangers.

Our team are always here to **help you** with any questions you might have.

Just **call the office** (Monday - Friday 9am - 5pm) or email to **info@polhawnfort.com** and we will get right back to you.

We are looking forward to helping you plan your perfect wedding!

Best wishes from the **Team** at **Polhawn Fort!**