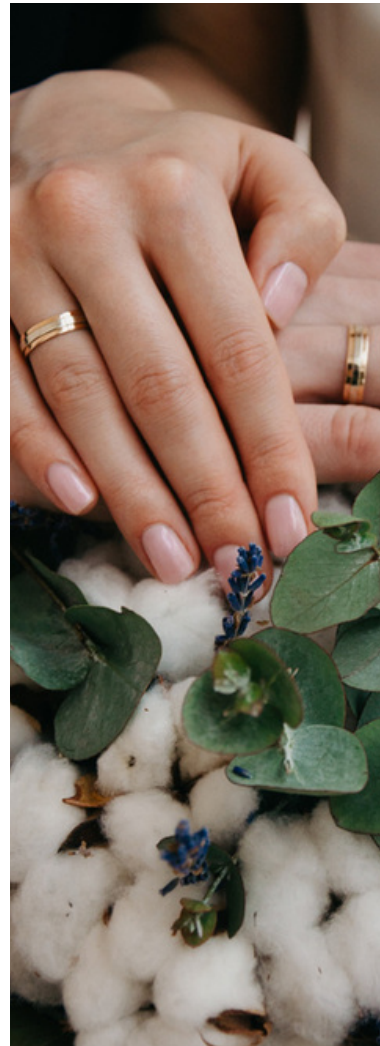


Weddings & Civil Partnerships

at York Mansion House





Welcome

from the Lord Mayor of York

For almost 300 years, Lord Mayors have lived, worked, and played in this most remarkable building. Recently benefitting from a multi-million pound restoration, I am delighted to be among the first to have my official residence in this new phase in the history of York Mansion House.

Far more than the sum of its parts, the Mansion House is an icon in the city of York; a constant landmark at the heart of civic life and changing society. While the building has undergone many changes, the primary functions remain – to welcome, to entertain, and to host.

As part of this long legacy, the Mansion House team and I are the current custodians of this unique history, and it is our privilege to invite you to experience it for yourself. Across four floors, we trust you will discover a home that will inspire you and your guests, and create a backdrop for a truly unforgettable occasion.

Janet M. Looker

The Rt Hon the Lord Mayor
of York, Councillor Janet
Looker 2019-2021



Your Wedding Day

We can't wait to add your story to ours...

We believe your day should be just that – yours, and so we treat each occasion as the unique event it is. You'll find everything you need to get started in these pages, but if you have any specific requests or ideas, please get in touch as we'd love to help you bring them to life.

Exclusive Hire

To allow you to be as flexible as possible, York Mansion House is offered as venue hire only, and will be exclusively yours during your hire. We provide the beautiful back drop, and you are free to choose from our preferred local caterers that cover a range of budgets and tastes.

Unique Spaces

Perhaps a ceremony in the State Room? An intimate sit down meal in the Dining Room? Tell us your vision for your dream day.

Please note, due to the historic nature of the building, dancing is not permitted. We can however recommend wonderful venues nearby to dance the night away.



Your Wedding Day

Availability

We have limited dates for weddings available throughout the year and do not increase our prices for peak season or weekend bookings. We welcome both early bookings and any late-availability enquiries you may have.

Catering, Styling, Planning

With our offering of 'venue hire only' we have great relationships with some of the best external Wedding Coordinators who can help you with your day. Similarly, styling, catering, bars; we believe you should be able to choose what you want, and we provide the space for that to happen.

Ceremonies

We are fully licensed for civil ceremonies throughout the building. Whether you're sharing your day with 2 or 80 people, we have the perfect space for you. Build your ceremony into your whole day hire, or take advantage of our ceremony-only offer - two hours of exclusive use, before you head off to the reception venue of your choice.

Read on to find out what awaits you.

York Mansion House



Exclusively Yours

Across the four floors of York Mansion House, Georgian elegance is found in abundance. Walking up the steps, which are dipped from hundreds of years of footsteps, you are welcomed into a light, open, beautiful home, designed with hosting at its heart.

With so much to discover, from the incredible historic kitchen downstairs to the galleries of shining silver at the top of the house, why not open up the house and let your guests make themselves at home?

Let our home become yours, and create a truly spectacular occasion.

Overview

Maximum capacity: 100

For your wedding day, let the whole house become your home.

Exclusively yours, spread your special day out through the house, welcoming guests with drinks in the Dining Room, before moving to the State Room for your beautiful ceremony.

The house is offered as venue hire only, so you can hand-pick your suppliers to bring your day to life.

Speak to us to arrange a viewing, and find out how much is on offer at York Mansion House.



The State Room



The State Room

This magnificent room is the pinnacle of grandeur in York, and the jewel in the crown of York Mansion House.

Climb the grand staircase to find an exemplary example of Georgian elegance. This immaculately restored space is the perfect location for celebrating and feasting, surrounded by grand portraits of royalty and Lord Mayors, and striking gold pilasters. Overlooking St Helen's Square and up to York Minster, there is no better location for your event in central York.

For a breath-taking ceremony, or unforgettable drinks or dinner reception, this unique space is perfectly suited to bring any vision to life.

Overview

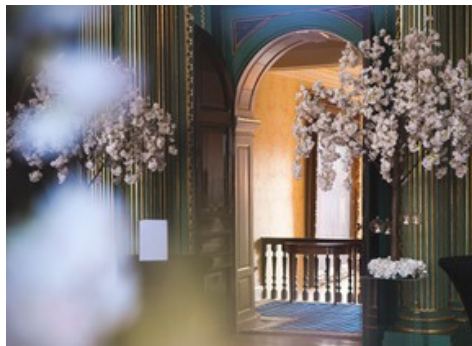
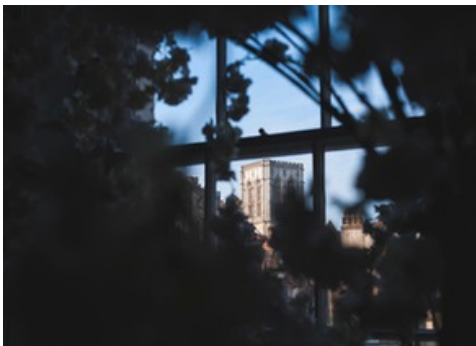
Maximum capacity **80**

We work with you and your planners to ensure the space works exactly how you envision.

Choose from the following layouts for your reception:

- Cabaret
- Top Table
- Theatre
- Cocktail

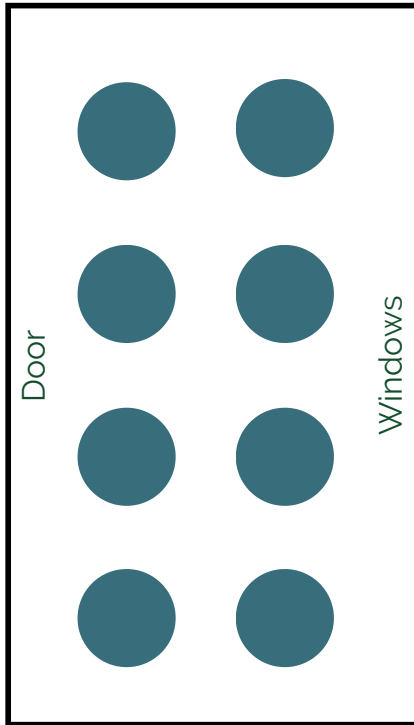
Or we can work with you to build your own layout



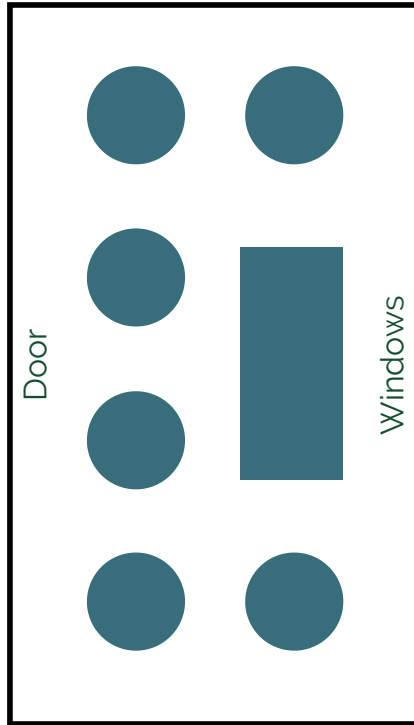
Room Layouts

These layouts have been tried and tested over many events, for maximum impact and success. However, we are happy to work around your personal requirements.

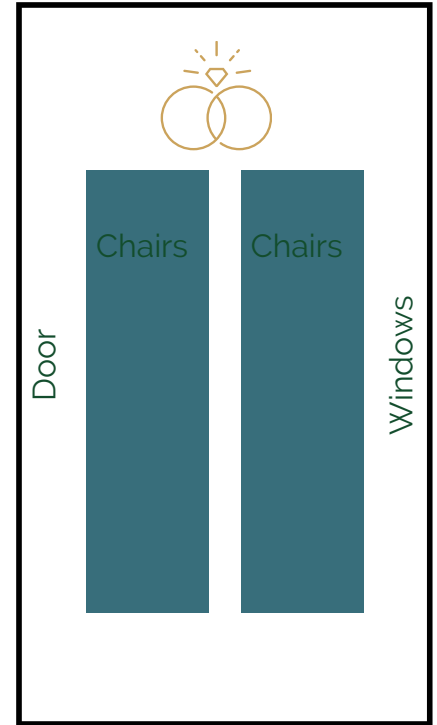
Cabaret



Top Table



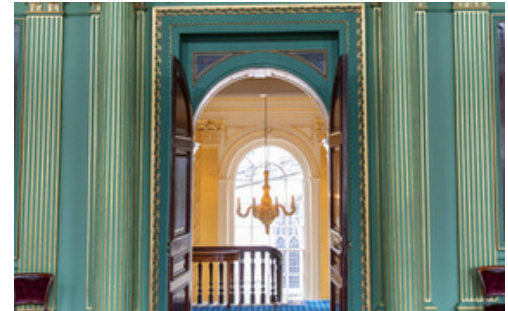
Ceremony



Total size: 15.2m x 8.2m

All depicted layouts are for 80 seated guests

Not to scale.



The Dining Room



The Dining Room

Just off the vast hallway is the Dining Room; an elegant, welcoming space that has played host to intimate private dinners, and infamous, raucous parties since the house first opened in 1732.

Activity in the room centres around our historic banqueting table, with guests seated at chairs made specifically for the Lord Mayor, embossed with the city crest. Overlooked by the centuries old sword and mace, and other treasures of office, the Dining Room is a remarkable space that effortlessly showcases the civic history of York.

Gather your guests round the table for an intimate, elegant ceremony, or come together to celebrate with a beautiful dinner or drinks reception.



Overview

Maximum **14** seated
Maximum **60** standing

With views into St Helen's Square, this is the perfect intimate space at any time of year, and a great flexible space to incorporate into your day.

The Dining Room is perfect for a sit down meal or boardroom style dining. The space also works perfectly for a drinks reception with the Georgian historical feast being a unique talking point for your guests.

Hidden Gems



Hidden Gems

Spaces as unique as you are

Why settle for something that doesn't tell the story of who you are? From top to bottom, the whole of the Mansion House is licensed for your civil ceremony, so you are free to create a beautifully personal occasion.

Aside from our main ceremony and reception spaces, or a whole house hire, there is plenty more to discover. If food and cooking is your passion, our recreated **18th century kitchen** could provide you with the perfect backdrop, complete with roaring fire.

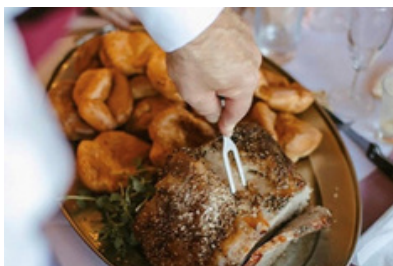
Moving up the house, our **Drawing Room** provides an elegant space for beautiful and intimate civil ceremonies. Or, for something truly special, surround yourselves with centuries of **mayoral silver**, displayed in sunlit galleries at the top of the house.

Of course, all these spaces are available for you to discover when you book your day with us.



Catering

York Mansion House is fully equipped with a catering kitchen. Over many years of hosting events, we have built excellent relationships with outstanding catering partners. We advise you make your selection from one of these recommended suppliers, who can work to any budget or dietary requirement.



Poppy Caterers

info@poppycaterers.co.uk

01347 878628



A La Tarte

info@alatarde.co.uk

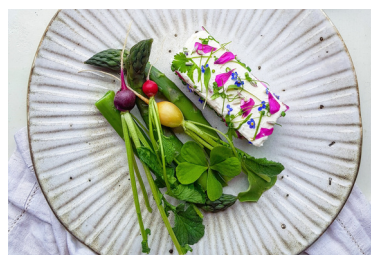
01904 798054



Baba Ganoush

info@babaganoushdining.com

01904 848490



Pastelle Kitchen & Events

info@pastellekitchen.co.uk

07805 411530

Once you have made your selection, please contact your chosen caterer directly to book. This keeps costs low for you with no hidden admin fees!

Unique Additions

Guided Tours

With so much fascinating history contained in the house, why not add a guided tour to your occasion?

Tailored to a specific interest, or keeping it broad, we have superb guides - many of whom lived in the house as former Lord Mayors - who would be delighted to share their wealth of knowledge with you.

These can be tailored around your wedding schedule.

Georgian Cooking Demonstrations

Our beautifully restored historic kitchen is perfectly suited to host an array of 18th-century cooking demonstrations; a completely unique addition to any event.

The Mansion House team will be happy to work with you to deliver a delicious addition to your day, and we can work these into any schedule.

Mingle with the Lord Mayor

On occasion the Lord Mayor and Civic Party are available to attend private events. As the oldest official residence of a Lord Mayor in the country, the attendance of the Mayor certainly makes an impact.

We can help you organise this directly with the Civic Party, and advise on any information that may be required.

Please be advised that attendance cannot be guaranteed.





Costs

As one of the most exclusive venues in York, we pride ourselves on being exceptionally good value, allowing all who wish to celebrate at the house to do so.

As venue hire only, please remember that these costs are simply for hiring the building, and all other costs must be worked out directly with your chosen suppliers.

**Full day exclusive hire - 7 hours
£1300 (exc. VAT)**

**Ceremony Only - 2 hours
£450 (exc. VAT)**

A personalised hire quote will be worked out with each couple depending on individual need, and any extra hours will be subject to an additional charge.

PLEASE NOTE: Costs are valid from January 2023, and subject to change in line with City of York Council budget setting.

It is the responsibility of the hirer to organise their legal wedding or civil ceremony with York Register Office and pay all statutory fees directly to City of York Council.

Frequently Asked Questions

Who organises the registrars?

You, the hirer, need to book the registrars directly before confirming your date and time with us. We do not organise the registrars on your behalf as they will require personal information.

What is a 'Venue Hire Only'?

We provide the setting for your special day. The hire fee is for use of the building and furniture set-up if you are using our tables and chairs. We can provide information for external wedding coordinators, caterers, wedding stylists etc. You must alert us to external suppliers booked so that we can process necessary checks.

Who will be there on the day from York Mansion House?

We will have a member of staff stationed at the front desk to ensure the space is set-up correctly and uphold the health, safety and security of the building and visitors.

Is set-up and clear down time included in my hire time?

Yes, external suppliers must be made aware of your exact hire period so they know when they have access from. We will try wherever possible to be flexible with deliveries and allowing different set-up times but due to other bookings we cannot guarantee this.

Our preferred caterer's will liaise with ourselves to book in their arrival time for food prep. You will not be charged for this.

What is a brief overview of restricted activities?

As we are a historical building, **we cannot permit dancing**. We are well suited to ceremonies and sit-down meals. We cannot allow decorations that could damage our interior such as items stuck to walls. Confetti cannot be released on the premises, but some couples take advantage of the beautiful square outside with the Mansion House in the backdrop. Please ensure your confetti is biodegradable. Dark drinks such as red wine should not be taken outside of the State Room or Dining Room. For further details on restrictions please contact the team.

Do you provide linen or glassware?

As a 'Venue Hire Only' we do not provide linen such as tablecloths or glassware/ crockery, this should be organised with your chosen caterer.

Can we bring our own alcohol?

You are welcome to provide your own alcohol as long as your chosen caterer have agreed in advanced to take full responsibility for serving alcohol and can provide us with a full PLH.

When can vehicles access York Mansion House?

Our building is situated in the centre of York and vehicles are not permitted between the hours of 10.30 – 17:00. You can apply for an access waiver from the City of York Council. Please do this directly and inform us of the outcome. Please note these times may be subject to change, further information can be found on the City of York Council website.

Have a question that is not listed here? Get in touch and we'll be able to help.

Useful Information

Accessibility

The Mansion House is wheelchair accessible, with lifts and ramps throughout. **Please be advised that due to fire regulations we are unable to have more than two wheelchair users in the building at any one time.**

The maximum number of people in the building cannot exceed 100 which is to include staff.

Music and Dancing

Live music is welcome throughout the Mansion House.

York Mansion house can provide a small bluetooth speaker for the playing of music, please request in advance.

Please be advised that due to the placement and delicate nature of our chandeliers, dancing is not permitted. However, we can recommend some wonderful venues very close by if you want to carry the party on into the evening.

Useful Information

Parking and Travel

We don't have parking on site, but our central location means there are several car parks within a five minute walk, or multiple park-and-ride buses stopping at the end of the street.

Photography

Photography is permitted throughout the house. We can advise you on the best way of maximising your time in the house, and the best spots to get the perfect shot.

We would love to share your beautiful wedding photos with potential future brides and grooms and maybe even be part of a future brochure! If this is something you are interested in please send us photos at your convenience.

Alcohol

The Mansion House is fully licensed for the sale of alcohol. You are welcome to use a bar hire company, or work with your caterer who will arrange this for you.



Terms and Conditions

Booking

City of York Council can provide PLI at a rate of 11% of the total hire cost.

All hire costs include one House Steward for security and house management. They will be on hand for any questions throughout your day.

To secure a booking, a 25% deposit is required, payable on signing the accommodation agreement.

All monies outstanding, unless agreed otherwise, must be paid six weeks before the event takes place.

All information in this brochure is correct as of January 2023.



Contact Us

To find out more or to book a viewing, please contact our Events team at

ymhevents@york.gov.uk

Alternatively, for more general enquiries, please contact the Mansion House team at:

mansionhouse@york.gov.uk
01904 553663/553660

“There will be music and refreshments, and we are going to have a jolly good time”

Lady Kay,
Lady Mayoress 1925

mansionhouseyork.com/hire

