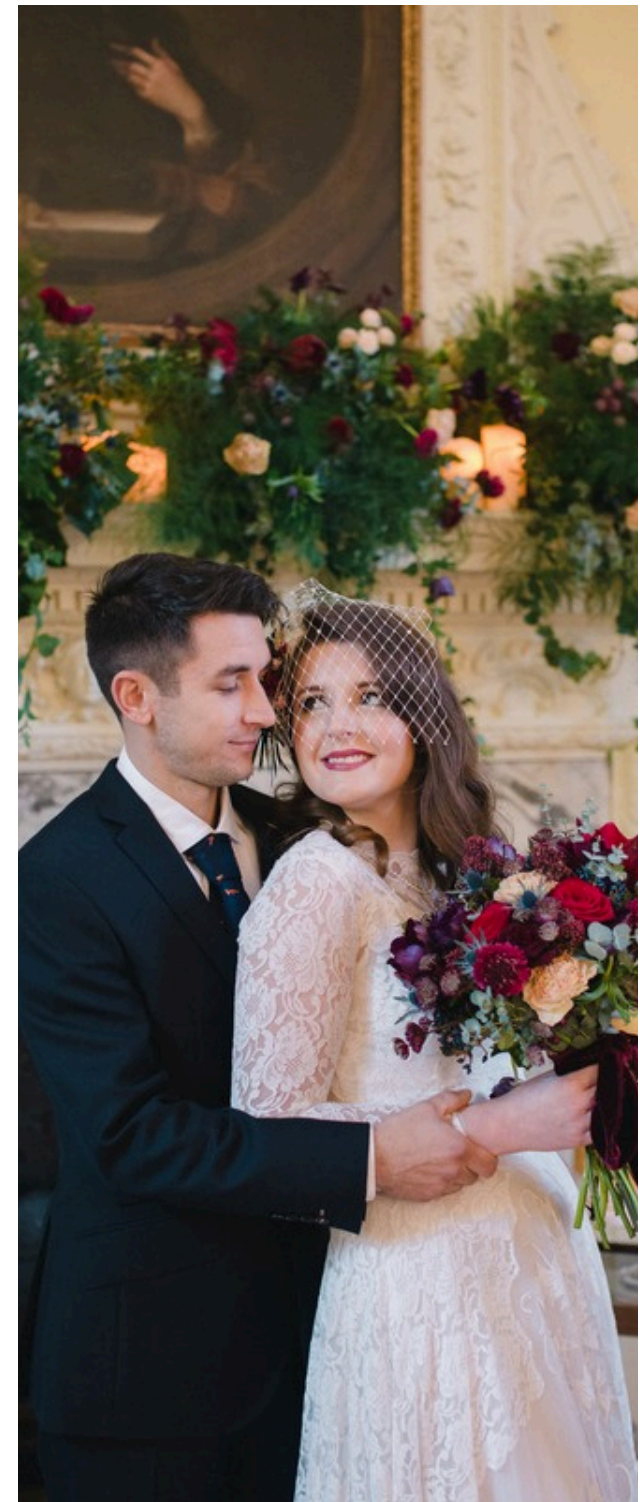




BURY ST EDMUNDS  
**GUILDHALL**

# WEDDINGS AT THE GUILDHALL

Bury St Edmunds | 2026-2027





# WELCOME TO THE BURY ST EDMUNDS GUILDHALL

Set in the heart of the historic town of Bury St Edmunds, The Guildhall is a magnificent Grade I listed mediaeval building. Lovingly restored in 2018, this special venue blends historic charm with thoughtful modern touches, creating a truly unique and memorable setting for your wedding day.

Step beyond its ancient façade and discover a private walled English cottage garden and charming paved courtyard, idyllic spaces for drinks receptions and those all-important photographic moments. Perfectly positioned just off the picturesque market square and within easy walking distance of local hotels and car parks, the Guildhall offers both romance and convenience for you and your guests. While we have proudly hosted weddings for over eight years, historical records show that celebrations have taken place here since the 1600s – making your special day part of a long and joyful tradition.

Our dedicated weddings team will guide and support you every step of the way, ensuring your plans unfold seamlessly. We offer a range of packages, from ceremony and reception options to a complete wedding experience that includes your ceremony, wedding breakfast, and evening celebration. Whatever you envision, we will work closely with you to create a bespoke wedding that reflects your style, wishes and budget.

With the Banqueting Hall, Court Room, World War Two Operations Room, Robing Room, Tudor Kitchen and beautiful garden all licensed for civil marriages and partnerships, the Guildhall offers a variety of distinctive spaces in which to say “I do”.





## SMYTH PACKAGE

Celebrate in style with our full ceremony and reception package, creating a day as timeless as your love. Engage in a full-day celebration with complete exclusive hire of the Court Room, Banqueting Hall & Gardens.

**Availability:**

Friday / Saturday /  
Sunday only

**Pricing:**

2026 £4400  
2027 £4700

Weekdays subject to availability.

## PACKAGE INCLUDES

- Exclusive hire of the Guildhall, including the Court Room, Banqueting Hall, Catering Kitchen, and Walled Garden
- Fully licensed bar service
- Dedicated wedding planning service, including liaising with the Registry Office
- Ceremony set up and clear down
- Wedding breakfast set up and clear down
- First-aid-trained Event Manager present throughout your event
- Access for caterers to set up and for you to decorate the day before your wedding (subject to availability)
- Access on your wedding day from one hour before the ceremony – 11.30pm (off site by 12 midnight). Later by arrangement at an additional charge.
- Access the day after (not including Sundays & Bank holidays) by arrangement to remove décor items.

**Recommended Caterers: Rutherford & Buck**

## NEW YEAR'S EVE PACKAGE

Start your year by celebrating with the one you love with a special New Year's Eve wedding at the Guildhall. Be a part of the 800-year history of the Guildhall with the first exclusive wedding ceremony and reception on New Year's Eve at the Guildhall

**Availability:**

31 December 2026 (date-specific package)

**Pricing:**

£4500

### Capacity

Maximum 80 seated guests for the ceremony and wedding breakfast  
Maximum 100 seated guests with hired chairs  
Up to 180 guests for the evening drinks reception

\*\*\*Additional catering and drink package charges apply\*\*\*  
Please see our list of recommended suppliers and the Guildhall Menu documents for more information



## SPINK PACKAGE

Say 'I do' surrounded by history in our atmospheric Court Room and enjoy the wedding breakfast of your dreams in the Georgian Banqueting Hall.

Availability:		Pricing:
Weekday package only	2026 Monday–Thursday	£2800
12pm–6pm	2026 Friday only	£3100
Additional hours: £175 per	2027 Monday–Thursday	£3100
hour	2027 Friday only	£3300

### Capacity:

Maximum 60 seated guests

## PACKAGE INCLUDES

- Ceremony in the historic Court Room
- Banqueting Hall set up to your preferred configuration
- Fully licensed bar service
- Access to the beautiful Walled Gardens during your hire
- Access to the fully equipped catering kitchen
- Dedicated wedding planning service, including liaison with the Registry Office
- First-aid-trained Event Manager present throughout your event

**Recommended Caterers: Rutherford & Buck**

## TWILIGHT PACKAGE

Say your vows under the stars in the beauty of our stunning Walled Gardens with this unique package.

Availability:		Pricing:
Mid-May to mid-September only		£1200
4:00pm – 9:00pm		

### Capacity:

Maximum 40 seated guests

## PACKAGE INCLUDES

- Ceremony in the Walled Gardens
- Alfresco dining
- Fully licensed bar service
- Dedicated wedding planning service, including liaising with the Registry Office
- First-aid-trained Event Manager present throughout your event
- Alternative indoor area available in the event of inclement weather

**Recommended Caterers: Rutherford & Buck**

\*\*\*Additional catering and drink package charges apply\*\*\*  
Please see our list of recommended suppliers and the Guildhall Menu documents  
for more information



## BRIGHT PACKAGE

Say 'I do' with just your nearest and dearest in an intimate elopement ceremony at the Guildhall. Choose from either the Robing Room for up to 15 guests or the Tudor Kitchen for up to 24 guests.

### Availability:

Monday–Thursday only  
Between 10am and 6pm

### Pricing:

Robing Room 2026	£850
Robing Room 2027	£950
Tudor Kitchen 2026	£950
Tudor Kitchen 2027	£1050



## WARTIME THEMED PACKAGE

Step back in time with a beautiful 1940s-inspired ceremony in the historic WWII Operations Room, accommodating up to 15 guests.

### Availability:

Monday–Thursday only  
Between 10am and 6pm

### Pricing:

2026	£920
2027	£980

### Optional:

Add a delicious afternoon tea provided by Elite Cakes & Buffets in our Tudor Kitchen for £250 (including a 1-hour extension).

## PACKAGES INCLUDES

- One celebratory drink
- Professional witnesses are available if required
- Dedicated wedding planning service, including liaison with the Registry Office
- First-aid-trained Event Manager present throughout your event
- Access The Guildhall on your wedding day, 45 minutes before the ceremony and up to one hour afterwards.

\*\*\*Additional catering and drink package charges apply\*\*\*  
Please see the Guildhall Menu documents for more information

## OAKES PACKAGE

Celebrate your love story in our breathtaking historic Court Room, then toast your day with fizz and canapés.

<b>Capacity:</b>		<b>Pricing:</b>	
Maximum 60 seated guests	2026 Low Season	£750	
Availability:	2026 High Season	£950	
Monday–Thursday only	2027 Low Season	£850	
Between 10am and 6pm	2027 High Season	£1050	

**Optional:** Add a delicious afternoon tea in our grand Georgian Banquet Hall for an additional £400.

## PACKAGE INCLUDES

- Ceremony held in the atmospheric Courtroom
- Access to the stunning Walled Gardens for wedding photos and drinks (Court Room access available in poor weather)
- Selection of canapés created and served by award-winning Baileys2 (from £12 per head)
- Dedicated wedding planning service, including liaising with the Registry Office
- First-aid-trained Event Manager present throughout your event
- Access to the Guildhall on your wedding day for 45 minutes before the ceremony and up to two hours afterwards.

## JERMYN PACKAGE

Party the night away with a show-stopping package made for unforgettable celebrations and packed dance floor.

<b>Capacity:</b>		<b>Availability:</b>	
Maximum 80 seated guests for the wedding breakfast	Friday / Saturday / Sunday		only
Maximum 100 seated guests with hired chairs	Weekdays subject to availability.		
Up to 180 guests for the evening drinks reception			
		<b>Pricing:</b>	
		2026	£3200
		2027	£3500

## PACKAGE INCLUDES

- Exclusive hire of the Guildhall, including the Court Room, Banqueting Hall, Catering Kitchen, and Walled Garden
- Fully licensed bar service
- Dedicated wedding planning service
- First-aid-trained Event Manager present throughout your event
- Access on the day from 10am (for suppliers set up and decoration) and off-site by 12 midnight. Later by arrangement.
- Access the day after (not including Sundays & Bank holidays) by arrangement to remove décor items.

**Recommended Caterers: Rutherford & Buck**

\*\*\*Additional catering and drink package charges apply\*\*\*  
Please see our list of recommended suppliers and the Guildhall Menu documents for more information



## FINER DETAILS

### BOOKING

Due to excess demand, the only fair basis we can operate on is "first confirmed." We recommend an early viewing and meeting to discuss your requirements. No booking is confirmed until the hire fee has been paid.

### CANCELLATION

Please see our Terms and Conditions for cancellation terms.

### USE OF THE GUILDHALL

We offer exclusive use of the Guildhall for wedding hire with access to certain rooms stipulated in your package of choice. The hire cost includes the use of our table and chairs arranged in your desired layout and access to our private walled courtyard and gardens (until 9:30 pm).

### THE MARIAGE

We are approved as a venue for civil marriage ceremonies. Before securing the date with us, you will need to contact Bury St Edmunds Register Office to check available dates. You will also need to contact your local Registrar to complete the formalities. Please note that they will charge separately for their services.

Register Office: [weddings.suffolk.gov.uk/contact-us](http://weddings.suffolk.gov.uk/contact-us)

### MAXIMUM NUMBERS

Guest numbers are subject to the maximum numbers and capacities outlined in your chosen package.

### LICENSING

The Guildhall is licensed to serve alcoholic beverages until 00:00 on weekdays and 1:00 on weekends (subject to an additional £250 fee).

### CATERING

We don't have an in-house caterer; instead, we work with several trusted local catering companies (please see our list of recommended suppliers). A fee of £150 is chargeable for sourcing your own caterer, and they must have third-party public liability of at least £5 million and a Local Authority Level 4 food hygiene or above. You would need to provide us with contact details for your choice of caterer on confirmation of the booking or shortly afterwards.

### BEVERAGES

All beverages will be provided by our licensed bar run for us by The Event Bar Company. They offer a variety of packages to suit your requirements and guest numbers. External suppliers or 'bring your own' is not permitted.

### PAYMENT

25% stage payments based on estimated costs will be due 12, 6, and 3 months before the wedding date; the final invoice is due 4 weeks before and will be adjusted to reflect changes since booking. The final payment will include a refundable damage deposit charge of between £300 and £500 (depending upon the size and duration of the function) against damage and any breach of our T&C's.

Only available for packages over £2000; for all other packages, 50% payment is due to secure the date, and the final balance is due 4 weeks before your wedding date.



## HOW TO FIND US



## ACCESS & PARKING

Parking is limited onsite with two bays available at the back of the building accessible from 79 Whiting Street (IP33 1NX) these will be reserved for your caterers and the registrars. Suppliers should unload at the front of the building on Guildhall Street.

There is on street parking on Guildhall Street and surrounding roads, including Angel Hill, Churchgate Street and Whiting Street (charges vary). Designated disabled parking spaces are located on these streets, which are free for Blue Badge Holders for an unlimited time period. Public car parks within a short walk of the venue included Arc-Cattlemarket (IP33 3DG), Ram Meadow (IP33 1XP), St Andrews (IP33 1TZ) and Parkway multi-storey (IP33 3BA).

Contact us to arrange a viewing or discuss your wedding plans  
; we would be delighted to hear from you.

Call: 01284 247037

Email: [admin@burystedmundsguildhall.org.uk](mailto:admin@burystedmundsguildhall.org.uk)

[www.burystedmundsguildhall.org.uk](http://www.burystedmundsguildhall.org.uk)

