



Registered Charity – SC039173

**The Burn
Glenesk
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Wedding Event - Information Sheet



Introduction

1. **General Description.** The Burn is a Georgian Mansion House located at the centre of a 200 acre private estate. The estate stands at the foot of Glenesk on the southern boundary of Aberdeenshire. For most of the year The Burn operates as an academic retreat and student holiday centre but when the programme allows, and particularly during the summer, The Burn serves as a splendid setting for weddings and celebrations of all kinds.

2. **Overview.** The Burn Mansion House is an imposing building with many historic features. The main house has 18 bedrooms with 6 more in the adjoining Courtyard House. Most of the bedrooms are twin-bedded but some contain 3 or 4 single beds and provide spacious accommodation for families or small groups. The Burn holds both a wedding and bar licence and has successfully hosted a range of wedding events from small ceremonies in the house and grounds to much larger and more elaborate marquee based celebrations. Burn House can only provide formal dining for up to 50 guests and a marquee would be required for larger numbers. The photograph above shows a marquee connected to Burn House.



Meeting Your Requirements

3. **Exclusivity and Flexibility.** When The Burn is used as a wedding venue it is reserved for the exclusive use of the wedding party. In accepting a booking we can offer guest accommodation, a party venue and a spectacular setting for the marriage ceremony. We will do as much or as little as you require and we pride ourselves in being both supportive and adaptable. We don't offer set packages as we feel that you should have the wedding day that you want.
4. **Team Effort.** The Burn has developed strong working relationships with other professional organisations that assist and support wedding events. We work closely with a local marquee company and can help you connect with photographers, florists, bands, etc. during the planning and preparation stages.
5. **Value for Money.** We are fully aware of the fees and charges of other venues and we hope that you find our charges to be highly competitive. We aim to achieve the highest standards in all areas and set our sights on delivering excellent service to you and your guests.
6. **Management and Coordination.** The Burn team has developed its skills during the past 3 years and we are now in a position to offer our expertise and experience to help you at every turn. The Burn's head chef has organised and managed over 300 weddings and The Burn is well placed to meet any and every requirement.



Marquee set for a Wedding Breakfast.

Planning and Illustrative Costs

7. **Booking a Date.** The Burn is not solely a wedding venue and the range of dates available for weddings can be limited. Potential customers are encouraged to book as early as possible.

8. **Venue Hire.** The cost of hiring The Burn mansion house as a wedding venue for 2 days (48 hours) would be £6,000.00. This fee buys the house and includes B&B accommodation for up to 40 guests for 2 nights in 18 bedrooms. The hire of Courtyard House with its additional 6 bedrooms would be additional £1000.00 for both nights.

9. **Marquee Hire.** The cost of hiring a marquee is largely governed by its size, contents and standard of presentation. A rough order cost to aid planning would be approximately £4,500.00-£5,500.00 for a group of 100-150 people. Points to consider include dining space, style and standard of decoration, type of tables and chairs (with or without covers), space for dancing and the band/DJ, etc. The Burn's standard design layout links the marquee to the house and allows the house to remain an integral part of the wedding celebration.

10. **Wedding Breakfast and other Meal Requirements.** The Burn has a professional catering team that is able to prepare meals to a very high standard. The cost of each meal is governed by the choice of menu and the complexity of the dishes. As a planning figure, the cost of a formal and served wedding breakfast meal of 3 courses with coffee would be in the region of £35.00-£45.00 pp. A simple evening buffet at the end of the wedding day would be between £5.00 and £8.00 pp, and the cost of canapés after the marriage ceremony would range from £4.00 to £8.00 pp.

11. **Wines, Beers and Spirits.** The Burn can provide a full bar service and all the liquor for any event. Wine, beer and spirit costs at The Burn are in line with other similar commercial venues and, to illustrate this, our own label house wine is available at £14.00 a bottle. We have permitted guests to use their own wines but we would charge corkage of £6.00 per bottle to cover our support and service costs. The corkage charge for Champagne, Pimms, etc. would be higher.

12. **Management.** The Burn team would manage and coordinate your event and provide a Master of Ceremonies on the day if required. There is no additional charge for this management, planning and coordination service.



Master bedroom – The Bridal Suite

The Framework of a Wedding Day

13. An example breakdown of a wedding day at The Burn is set out below.

09.00	Breakfast for residential guests
10.00	Final preparations – hair & makeup
11.30	Light lunch
12.30	Guests arrive for the marriage ceremony (Church/Burn)
13.00	Guests take their seats
13.15	Marriage ceremony
13.45	Champagne & canapés (Photographs)
15.00	Guests called to the wedding breakfast (Receiving Line)
15.30	Bride & Groom take their seats (Speeches/Cake Cutting)
16.00	Meal service
18.00	Break to prepare for the evening function.
19.30	Evening guests arrive (Receiving Line?)
20.00	First dance
21.45	Evening party and buffet
01.00	Bar closes

Conclusion

14. This information sheet provides a broad overview of wedding arrangements at The Burn. In presenting this information we recognise the fact that every wedding event is different and the final format will be as requested by the bride and groom. It does not include details or costs for a wide range of items and services such as entertainment, photography, transport and flowers but we stand ready to help where we can to make your day a very special and memorable occasion.



The perfect summer event venue.

The costs and charges quoted within this information sheet are illustrative and are subject to change.