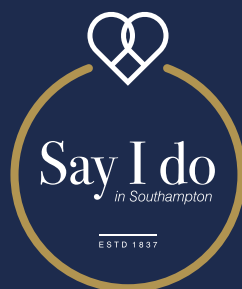




Ceremony Brochure

Your guide to marriage and civil partnership venues



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Welcome to Southampton's weddings and ceremonies venues

City of culture, travel and diversity...

Southampton has much to offer to those looking for their perfect ceremony venue. You have a choice of iconic buildings and a variety of unique venues to hold your ceremony in.

We offer a variety of beautiful rooms for your ceremony at Bugle Street, including the Golden Jubilee Room with its unique stained-glass window and historic beamed ceiling. Alternatively, our premium venue, 15th century Westgate Hall, is set in the old city walls and provides a perfect backdrop for your vows and promises. Tudor House and Gardens is another option for those liking the historical charm of quirky buildings.

And if you are looking for something with a little more grandeur, how about the Lord Mayor's Reception room, or City Art Gallery.

For those looking for a complete ceremony package,

Southampton's licensed hotels and venues have excellent event planners to make sure that you get the day of your dreams. Most offer exclusive packages along with simpler options to suit budgets of all kinds.

Whatever your ideas, hopes and dreams, we can guide you through planning your ceremony and be there to ensure your day is the special event you dreamt of. We can also help to manage those last-minute nerves, by booking a pre-ceremony consultation for you. This informal chat with your registrar will reassure you and help you feel more relaxed for the big day.

Why not get in touch and discuss your requirements with us? Drop us an email to registrars@southampton.gov.uk and we'll happily arrange this for you.

Tel: 023 8091 5327

Email: registrars@southampton.gov.uk

www.southampton.gov.uk/ceremonies





Lord Mayor's Reception room

A stately setting in the heart of the city

Welcome to the Lord Mayor's Reception room! With its' high ceilings, polished wooden floors and historic artefacts there is no doubt that this ceremony venue offers something truly spectacular. The magnificent high windows flood the room with light making it a perfect setting for your special moment. Afterwards, you can enjoy posing for your photographs on the stunning sweeping staircase – the balcony offering a truly majestic setting!

The Lord Mayor's Reception room seats 50 guests. The layout is theatre style which creates a beautiful long aisle to walk down. You will be able to make your entrance with real impact in a room which has seen many visiting dignitaries received by The Mayor.

The Lord Mayor's Reception room is in an enviable position sitting beautifully in the Civic Centre. Found in the heart of the city, The Civic Centre is one of the most iconic buildings Southampton has to offer. There are many practical reasons to choose The Lord Mayor's Reception room (good transport links and parking), however it will be the beauty of the building that really impresses you. To arrange a viewing please email: registrars@southampton.gov.uk or go to www.southampton.gov.uk/ceremonies.

Lord Mayor's Reception room

Tel: 023 8091 5327

Email: registrars@southampton.gov.uk

www.southampton.gov.uk/ceremonies





Westgate Hall

Southampton's stunning premier venue

Southampton's stunning premier venue Westgate Hall is a beautiful setting for you to say 'I do' in Southampton. Hidden away amongst the Medieval old town walls, this 15th century timber framed building is a truly unique venue for your ceremony. By choosing Westgate Hall, you will be adding to the history of this magnificent building. Recently restored and now beautifully decorated it's a picture perfect location for your special day.

Westgate Hall proves itself to be classic, historic and vintage all in one venue. It seats 74 guests and is already dressed for the ceremony, giving you more time and money to spend on the finer details. With the roses tumbling from the ancient oak beams, there will be a wealth of photograph opportunities for you to choose from.

It is no surprise that Westgate Hall is one of the most popular venues along the South Coast. However, seeing is believing. Contact us to view this spectacular building and let the magic and atmosphere wash over you. Email us on registrars@southampton.gov.uk or go to www.southampton.gov.uk/ceremonies for more information.

There is a host of options for celebrating after your ceremony at Westgate Hall. Located by the waterfront and nearby cruise terminals, Westgate Hall is within easy reach of many large hotels, small boutique hotels and restaurants.



WESTGATE HALL
Tel: 023 8091 5327
Email: registrars@southampton.gov.uk
www.southampton.gov.uk/ceremonies



Southampton Register Office The Golden Jubilee Room



Located in a beautiful old building in Bugle Street, part of the Medieval 'French Quarter' of the city, the Register Office was originally part of King Edward's School and previously housed Eastleigh Magistrates Courts. Now the building is home to our beautiful ceremony venue, The Golden Jubilee Room, which seats 60 guests and is purposefully decorated.

What is unique about this venue is the quiet awe that takes over you. You'll say your vows under the stunning stained-glass window, which is set off against an arch of historic laminated and timber arches.

The Golden Jubilee Room provides the ideal setting for your vows, but the location of the building offers even more. The beautiful courtyard area, and our historic arches make an ideal back drop for photographs.

It is difficult to find a better choice for your budget, allowing you to spend more on the extras that are important to you.

Southampton Register Office The Magnolia Room

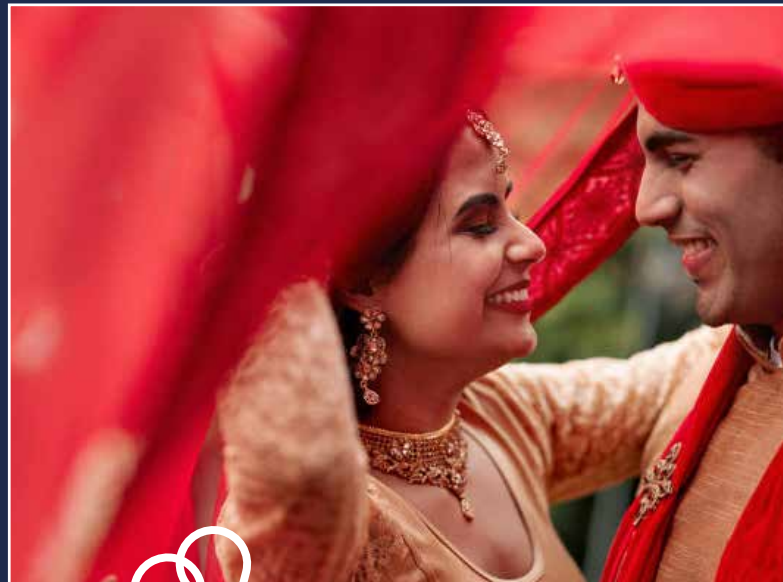
Looking for a more intimate setting?

The Magnolia Room is a smaller, pretty room, where you can invite up to 8 guests. It is a perfect choice for couples who are looking to keep their ceremony a little more private or decide to have a blessing ceremony later on. The blessing (or renewal of vows) might be taking place at another venue, or even abroad. But don't worry – even though the venue is smaller you can still exchange rings, create the right atmosphere with music and observe any of the traditions you are used to seeing.

Your blessing or renewal of vows may be the focus of your celebrations, but a ceremony beforehand might mean that others can attend to see you married – even though they can't make it to your bigger ceremony abroad.

You may feel that you simply want to get married or form your civil partnership and want the most straightforward option without any fuss.

Southampton Register Office is a working office, without any facility for music, readings or photographs. There is limited space, therefore you would only be able to invite 2 adults to act as your witnesses. Some couples choose this option, but if you feel that it is too limited to the administrative side, you may find that the Magnolia Room is a better choice for you. That way, you have the flexibility to invite more than just the two witnesses, and enjoy photographs with your guests.





Southampton City Art Gallery

Exquisite, inspirational...

Arriving at Southampton City Art Gallery, you'll soon see why this is such a sought-after space in which to tie the knot.

Imagine saying your vows against the backdrop of the stunning gallery window, which floods the space with light; it will certainly have an impact on your guests. Add this to the beautiful paintings, sculptures and impressive stone features of the gallery and you have a truly unique venue. The generous space provides an awe-inspiring atmosphere for your guests. To accommodate a smaller wedding party, the Baring Room offers brilliant smaller spaces. This is a stunning venue for civil ceremonies in the city and a truly unforgettable location for you and your partner to enjoy your ceremony.



SOUTHAMPTON CITY ART GALLERY

Tel: 023 8083 4536

Email: art.gallery@southampton.gov.uk

www.southamptoncityartgallery.com/hire



Tudor House and Garden

History and character at your fingertips

Tudor House and Garden offers a unique and beautiful location to celebrate your wedding, Civil Partnership, renewal of vows or naming. From the unique 16th century Banqueting Hall to the lovely Georgian Room overlooking the Garden, this beautiful venue is appealing for couples who love the history of Southampton. The rooms offer a romantic and intimate atmosphere, and there is so much of interest for guests to see.

The gardens themselves nestle sweetly within the old walls of the city, and many ceremony parties enjoy their photographs in the outside space. Snap away with your camera; there are so many lovely angles to choose from. Your only problem will be deciding which photographs to keep!



TUDOR HOUSE AND GARDEN

Tel: 023 8083 4536

Email: museums.hire@southampton.gov.uk

www.tudorhouseandgarden.com/venue-hire



Our other partner licensed venues

We are very proud to be able to offer a variety of bespoke licensed venues across the city. Many of these offer excellent tailor-made packages, so you can have your ceremony and celebrations all in one venue.

Your Registrars will attend the venue and conduct the ceremony for you, before the venue staff take over and lead you and your guests through the day's celebrations.

If you are looking for a larger venue to cater for your ceremony and celebrations, take a look at Southampton Harbour Hotel, The Novotel, Southampton Football Club or The Leonardo Royal Hotel Southampton Grand Harbour. These venues specialise in catering for large numbers.

Southampton is a beautiful city that has strong links with the sea. For waterfront views you can choose the Southampton Harbour Hotel for your ceremony.

Imagine making your vows with the stunning water views behind, while your guests enjoy the beautiful setting that these venues have to offer. If you are looking for an historic setting for your ceremony look no further than The Papillon or the Mercure Southampton Centre Dolphin Hotel. These venues have a real history with the city and provide the character associated with Southampton.

For a venue that is a short hop across to the cruise port, consider The Holiday Inn, Southampton. Some of the hotel's guest rooms overlook the cruise port, and the excellent ceremonies team can co-ordinate your ceremony to fit in with your holiday plans. For a full list of licensed venues please visit: **www.southampton.gov.uk/ceremonies**

For a full list of licensed venues please visit:
www.southampton.gov.uk/ceremonies

A list of licenced venues - Hotels and venues

God's House Tower

Town Quay, Road, Southampton SO14 2NY

Tel: 07733 092291

God's House Tower Welcome to God's House Tower – your local arts and heritage venue in the heart of Southampton's Old Town

godshousetower.org.uk

Holiday Inn Southampton

Herbert Walker Avenue, Southampton SO15 1HJ

Tel: 0871 942 9073

More about the Holiday Inn Southampton

[Leisure Breaks - Hi Southampton Hotel](#)

Leonardo Royal Hotel Southampton Grand Harbour

5 West Quay Road, Southampton SO15 1GE

Tel: 023 8071 1800

More about Leonardo Royal Hotel

[Hotel at Southampton Harbour | Leonardo - Formerly Jurys Inn \(leonardohotels.co.uk\)](#)

Papillon

58-61 Commercial Road, Southampton SO15 1GG

Tel: 023 8023 1101

More about Papillon restaurant, bar and events space
Papillon Southampton – Restaurant, Bar, Event Space

papillon-southampton.co.uk

Southampton Football Club

St Marys Stadium, Britannia Road, Southampton SO14 5FP

Tel: 02382 125605

More about Southampton Football Club

[Weddings - Southampton - Saints Events | Southampton FC](#)

The Bugle

1a Bugle Street, Southampton, SO14 2AL

More about the The Bugle

thebugle.house/weddings

The Grand

1 South Western House, Terminus Terrace
Southampton, SO14 3AS

Tel: 023 8033 9303

Email: info@thegrandsouthampton.co.uk

More about The Grand

[Premier Event & Wedding Venue Hire | The Grand](#)

The Harbour Hotel

5 Maritime Walk, Ocean Village, Southampton, SO14 3QT

More about The Harbour Hotel

[Wedding Venue in Southampton, Hampshire | Harbour Hotels](#)

The Novotel Southampton

1 West Quay Road, Southampton, SO15 1RA

Tel: 023 8033 0550

More about The Novotel Southampton

[Novotel Southampton | Southampton City Centre Hotel | Accor Hotel - ALL](#)



*Together we will plan
your ideal wedding*



NOVOTEL

NOVOTEL SOUTHAMPTON

1 WEST QUAY ROAD,
SOUTHAMPTON, HAMPSHIRE
SO15 1RA

02380 233 113





Renewal of vows

Are you ready to say “I do” (again)?

Renewing your vows is a fantastic way to celebrate your commitment to each other. Inviting your family and friends to watch as you make promises to each other and exchange rings, old or new is a way of saying that family are a part of who we are. After all, family and promises are at the heart of a good relationship.

The good thing about a renewal of vows ceremony is that there is real flexibility. Although there cannot be any religious content, adding readings, surprising each other with gifts and making individual promises means that the ceremony really is designed by you.

What does renewing my vows really mean to me?

A ceremony would be a perfect way to mark a significant anniversary and involve your children who are now an important part of your family. What a fantastic way to celebrate the day! Alternatively, you may have married abroad where only a handful of guests were able to attend. Now feels like the right

time to make a bigger celebration of it and making promises to each other again means that everyone can attend.

Commitment ceremonies

Intimate promises to each other

A commitment ceremony is designed for couples who wish to celebrate their relationship and commitment to each other, without entering into a legal Marriage or Civil Partnership. Although a commitment ceremony has no legal status, you will receive a commemorative certificate, perhaps exchange rings and make promises to each other. This is a real opportunity to create something really special and personal to you.

RENEWAL OF VOWS AND COMMITMENT CEREMONIES

Tel: 023 8091 5327

Email: registrars@southampton.gov.uk

www.southampton.gov.uk/ceremonies



Naming ceremonies

Welcome to the family...

There is nothing like a new addition to bring excitement to the family and with a naming ceremony you can include older children in the celebrations. Our bespoke naming ceremonies give you real choices to create the ceremony that is important to you. Bringing readings and vows into an intimate setting really does mark the occasion, and parents often like to present the child with a new gift.

There aren't many occasions that bring family and friends together, and a naming ceremony is the perfect chance to do this. After all, who doesn't love the opportunity to see your beautiful child and wish them luck to their bright future?

NAMING CEREMONIES

Tel: 023 8091 5327

Email: registrars@southampton.gov.uk

www.southampton.gov.uk/ceremonies

Brand
new venue!
Now taking
bookings

Say *I Do* in one of Southampton's most iconic and captivating monuments

Located in the heart of Southampton's picturesque Old Town, God's House Tower is a truly unique setting perfect for your special day.

With its captivating medieval interior and charming historic surroundings, this 700-year old Grade 1 Listed monument offers a variety of enchanting spaces and packages to create a truly memorable experience and deliver the wedding day of your dreams.

Fully licensed marriage venue - Wonderfully unique setting in Southampton's historic Old Town - Memorable venue merging the old and new - Beautifully grand medieval architecture - Packages to suit all budgets



God's House Tower, Town Quay Road, Southampton, SO14 2NY



Contact us to find out more about how we create a memorable day for you

www.godshousetower.org.uk

07733 092 291

info@godshousetower.org.uk

Photography by Jason Williams

How to book the perfect venue

To book your ceremony time, simply call us on 023 8091 5327 and we will be pleased to advise you on dates and availability. The booking fee is taken at the time of the booking.

Legalities

You must each give formal notice of your intention to marry or enter into a civil partnership, in person at a registration office in the district where you live. You are required to have lived in the district for at least seven clear days and nights before giving notice. The notice is venue specific, so you must know where you are going to have your ceremony at the time of giving your notice. The minimum waiting period between giving notice and when a ceremony can take place is usually 28 clear days. The marriage or civil partnership schedule can be issued on the 29th day after giving notice and is valid for 12 months from the date your notice was taken. Please be aware that you cannot give your notice more than 12 months in advance of the ceremony date. We ask you to give notice within three months of booking your ceremony or as soon as the one year countdown begins. For ceremonies arranged in less than three months, notice will need to be given within two weeks of making the booking.

There is a statutory fee payable, for each person, which is detailed on our website [Weddings, ceremonies and registrations \(southampton.gov.uk\)](http://Weddings,ceremoniesandregistrations.southampton.gov.uk)

Documents to remember

As with all legal events, you must produce evidence of your:

- Full name
- Nationality
- Age
- Status if previously married
- Proof of current address
- Evidence of any name change

Acceptable documents are listed on our website, or you can ask a registrar when booking your appointment. If you do not bring the correct documents we cannot take your notice, so please double check. Original documents are always required, photocopies are not acceptable.

Foreign nationals

Different rules apply if you are subject to immigration control. You will need proof of your immigration status, either in your travel document or by checking your immigration status online with GOV.UK, as the registrar will require proof of your status before continuing with your appointment.

Couples that do not have relevant immigration status will be referred to the Home Office. This may result in an extension of the notice period from 28 days to 70 days. When planning your ceremony, you should bear in mind that a 70-day wait may apply.

For further information regarding immigration status please visit Gov.uk online

Last minute questions?

Why not book a pre-ceremony consultation

We appreciate that you may have lots of questions about your special day and we would like to offer you a chance to meet a member of our registration ceremony team beforehand. Your pre-ceremony consultation will give you a chance to run through the finer details that are important to you.

Your pre-ceremony consultation includes a 30-minute meeting with an experienced Registrar, who will run through the finer details of the ceremony that are important to you. If you are having your ceremony at Westgate Hall, we can also book a 60 minute meeting. This will take place at Westgate Hall and give you the opportunity to discuss your ceremony in more detail.

This service is a fantastic opportunity that is open to all couples who are having their ceremony at one of our licensed venues in the city of Southampton. If you have chosen Westgate Hall, The Golden Jubilee Room or the Magnolia Room you will also have the chance to view the room again.

The Registrar will run through your notes for ceremony, carefully helping you with choosing your vows, readings and any personal vows. Additionally, we will go through the itinerary for your special day, so that you have a good understanding of timings and the order of the ceremony. This will help you if you wish to put together an order of ceremony to hand out to your guests, which makes a lovely keepsake for your family and friends.

If you would like to take advantage of this bespoke service, please contact us on **023 8091 5327**, or contact us at **registrars@southampton.gov.uk**. We recommend that you book this appointment around 4-6 weeks ahead of your ceremony. More information can be found at:

www.southampton.gov.uk/weddings-ceremonies-registrations/other-ceremonies/pre-ceremony-consultation/

The fee is payable at the time of booking and is non-refundable. (Please note: Marriages and Civil Partnerships in the small Register Office Room are pre-set with no options to enhance your ceremony. We do not require you to complete the notes for ceremony form and we do not provide you with the option of attending a pre-ceremony discussion).





Southampton Register Office

Southampton City Council
6a Bugle Street
Southampton, SO14 2LX

Tel: 023 8091 5327

Email: registrars@southampton.gov.uk
