

# Weddings at Anteros

A unique venue in the heart of Norwich





Ambrà Vernuccio

## ABOUT ANTEROS

The Anteros Arts Foundation is a charity for the education and the promotion of arts in Norfolk. We are probably best known for running art exhibitions and courses, as well as holding music events. However, we also hire out parts of our beautiful Tudor building for private use.

As a wedding venue, our aim is to offer people a unique, flexible and affordable location right in the centre of Norwich. We hope you enjoy reading through this brochure and look forward to welcoming you for a tour around our building.

## THE CEREMONY

The Music Room (below) features original 16th windows and fireplace, a painted Tudor ceiling and a stunning wooden floor. It is the perfect space for your ceremony with a relaxed, intimate feel. There is also a Steinway Grand Piano which you are welcome to use during your ceremony. The maximum seated capacity for this room is 80 people.

You can also opt to have your ceremony in the Main Gallery where the maximum capacity is also 80 people (pictured right and on the following page). This is a beautiful room featuring a carved Tudor ceiling, large fireplace and majestic stone floor.





## THE RECEPTION

If you choose to have your Reception with us, you will have access to all our rooms; the Main Gallery, the Music Room, the Library and Front Room areas, as well as our romantic Courtyard. You are free to use the Main Gallery either for a buffet-style meal (maximum 100 guests) or for a sit-down meal (maximum 60 guests).

After dining the room can be rearranged as you require. You are free to decorate the rooms as you wish subject to prior arrangement and with respect for the building's magnificent listed features.



## CATERING & BAR

Whilst we do not provide catering ourselves, you are welcome to bring in external caterers subject to our approval.

Our friends at The Merchant's House cafe will supply all your beverage needs throughout the day including hot and cold drinks, a private bar, wine and water for the table and champagne or similar for toasting. The bar will be responsible for all glassware and refrigeration however a corkage service is available if you prefer to bring your own drinks.

Details of The Merchant's House Bar Options can be found at the end of this brochure. Please email Phil at [phil@merchantsourcenorwich.co.uk](mailto:phil@merchantsourcenorwich.co.uk) to discuss your requirements or to book a consultation.



# WEDDING PACKAGES

## Package 1: CEREMONY ONLY

Including: 4 hours (taken between 9am and 4:30pm)  
Rooms included: Music Room OR Main Gallery,  
Reception area and Courtyard  
Maximum capacity: 80 people  
Cost: £600

## Package 2: RECEPTION ONLY

Including: 6 hours (taken between 9am and 11:30pm)  
Rooms included: Main Gallery, Front Room Gallery,  
Reception area, Library Room and Courtyard  
Maximum capacity: 60 people for sit-down meal or  
100 people for buffet-style meal  
Cost: £1000

## Package 3: CEREMONY & RECEPTION

Including 8 hours (taken between 9am and 11:30pm)  
Rooms included: Music Room, Main Gallery, Front  
Room Gallery, Reception area, Library Room and  
Courtyard  
Cost: £1400

Please note the cost of the registrar is not included  
and you will need to check their availability.

The crew at Anteros looks forward to meeting with  
you and helping you plan your special day. Tell us  
about your hopes for catering, staffing, decoration  
and storage and let us help you finalize the running  
order of the day.



## OTHER INFORMATION

### Decorating & Preparation of the venue

We will be available at a mutually convenient time to receive deliveries of flowers, cake, decorations etc. We will ensure you have two hours access to the building, the day before your wedding, to decorate and prepare your venue. Furniture arrangement is included in your wedding package.

### Food & Catering

If you require sandwiches, quiches or cakes at any point during the day, our neighbours at The Merchant's House are happy to discuss your requirements. They can also recommend an affordable cake-maker for your Wedding Cake if you require. For more formal catering options, we are happy for you to bring in external caterers subject to our approval.

### Health & Safety

To comply with the law and for insurance purposes, there is a strict no smoking policy anywhere inside the venue. If you desire, smoking and e-cigarettes are permitted in the Courtyard and ashtrays can be made available on the outside tables. Fireworks and Sky Lanterns are not permitted.

### Getting here

As a city central location, Anteros does not have its own car park, however there are multiple public car parks nearby. Colegate, Elm Hill and Magdalen St are the closest. We are easily accessible via train (approximately 15 minutes walk from Norwich station), bus (between Anglia Square and Tombland stops) or bike (racks available at St Clements Church and Fye Bridge).



### Confetti

Guests are welcome to use confetti providing it is biodegradable/natural dried petals.

### Music and Entertainment

You are free to use your own DJs and/or Band. As we are in a City Centre location we would ask that the music is kept at a reasonable level for both our neighbours and your guests, especially if you use the Courtyard for your entertainment. You will need to provide your own sound system for the day both for the ceremony and evening entertainment.

### Finishing Times

**Monday - Saturday:** We ask that last drinks be served at 10:45 and the final dance to be by 11pm after which time the music is switched off. We request that all guests have left the premises by 11.30.

**Sundays** - We ask that last drinks be served at 10.15 and the final dance to be by 10:30 after which time the music is switched off. We request that all guests have left the premises by 11.00.

Occasionally, and at the couples' expense, it may be possible to obtain a late opening event licence for your reception. For the sake of our residential tenants, please give as much notice as possible if you would like to explore this option.



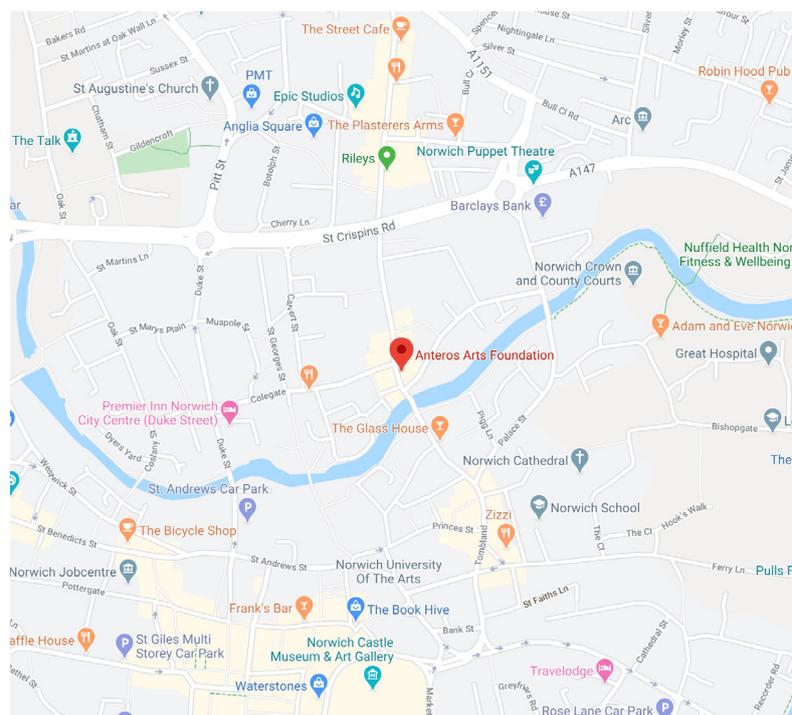
## HOW TO BOOK

As we are also an art gallery, running back-to-back exhibitions, our availability for weddings is primarily limited to the summer months. However, with sufficient notice, we may be able to offer availability at other times of the year.

We would recommend you place any booking for 2021, or certainly register your interest, prior to 30th November 2020.

For all enquiries and bookings, please fill in the enquiry form on the website or call 01603 766129 and we will get back to you as soon as possible.

We look forward to speaking to you soon.





## Bar Options

### Prosecco Reception

£24 per bottle.  
Approximately 6 servings per bottle.  
Unopened bottles will not be charged.  
Bulk discounts available over 10 bottles.  
Soft drink alternatives from £3 per litre.  
Includes glassware, service and iced tap water.

### Wine Service

From £18 per bottle.  
Approximately 5 servings per bottle.  
Unopened bottles will not be charged.  
Bulk discounts available over 12 bottles.  
Soft drink alternatives from £3 per litre.  
Includes glassware, service and iced tap water.

### Corkage

£7 per bottle including glassware and service.

### Use of the public bar (non-exclusive)

The Merchant's House are happy to discuss your individual requirements including bar tabs and availability of bulk discounts.

### Pop-up bar in your venue (exclusive)

Minimum spend of £300.

### Hot Drinks

Tea and coffee - £2 per person.

To discuss requirements and availability, please contact [phil@merchantsourcenorwich.co.uk](mailto:phil@merchantsourcenorwich.co.uk)

A non-refundable deposit of 50% will be charged one week prior to the event.

Prices correct as of May 2020 and include VAT.

