SUNSET
Signature Package

November | December | January | February | March

Designed exclusively for weddings at dusk, this twilight package offers a beautifully curated, alternative way to celebrate. During the hours of sunset and into an evening of celebration.
Perfect for couples seeking a more relaxed, cosy and alternative idea instead of a traditional full day wedding, without compromising on elegance or experience.

Whether you're envisioning an intimate celebration with close family and friends or a lively evening reception filled with energy and joy, our sunset package provides the perfect setting to make it uniquely yours.

PRICE...

Monday | Tuesday | Wednesday	£2,750
Thursday | Sunday	£3,250
Friday	£3,500
Saturday	£3,950

Please read the following pages to find out what the Sunset Package cost includes.

LET THE EVENING BEGIN
& make the memories



KEY INFORMATION

What times of the year can we hold our sunset signature package?

The Signature Sunset Package is exclusively available during the winter and early spring months of: November, December, January, February and March.

What is included in this package?

The venue hire includes exclusive use of the venue, featuring an on-site ceremony at 4:00pm.

- Tables, chairs, glassware and dedicated venue staff for your evening reception.
- 50 glasses of our finest prosecco following the ceremony.
- Fairy lights filling the ceiling of our Mill Room.
- A Wedding & Events Specialist to coordinate the afternoon/evening of events.
- Bridal Dressing Room

What time can we access the venue?

- Access to the venue the couple and suppliers begins at 12:00pm.
- Guests are invited to arrive from 3:00pm to enjoy our pre-ceremony bar in our Stable Room, before being invited through to your ceremony.



What food can be provided?

The signature sunset package is in partnership with Total Hospitality, offering a wide range of menu options to choose from. Food will be served buffet-style with no seated seated meal required.
You can choose an alternative partnered caterer for your evening buffet if you wish. Please note, external catering fees still apply if sources externally.

Is there a minimum number of guests required?

Yes, this package is based on a minimum of 50 guests, which will apply to your canapé selection, drinks and evening food. Should you wish to increase your guest numbers above 50, additional food and beverage quantities can be arranged and discussed.

THE CEREMONY

Conservatory or Mill Room

- The Conservatory and Mill Room can accommodate a ceremony for up to 100 guests.
- The Wed Shed, our on-site decor and styling supplier can help bring your dream ceremony visions to life with arches and aisle arrangements. Alternatively, you are welcome to source your own supplier.
- Our Signature Sunset Package is available for ceremonies from 4:00pm onwards, embracing the beauty of a later day celebration.

WEST BERKSHIRE REGISTRATION OFFICE
01635 279 230

WELCOME DRINKS & CANAPÉS



What happens after the ceremony?

Following your ceremony, your drinks reception will be hosted in the alternate space to your chosen ceremony room - the Mill Room or the Conservatory.
In collaboration with our trusted catering partner, Total Hospitality, a selection of elegant canapés can be served throughout your drinks reception. Discuss your ideas and food choices directly with the team at Total Hospitality.

Drinks Included:

Your Signature Sunset Package *includes* 50 glasses of chilled prosecco following the ceremony. Should you wish to have any additional glasses or options, please speak with our Wedding & Events Specialists.

Example Add-Ons

Pink Gin and Lemonade
£6.30

Summer Pimm's and Lemonade
£6.80 Per Glass
£25.20 Per Jug (Serves 6)

Mixed Lager Bottle Bucket (Serves 10)
£46.00

Kilner of Lemonade (5 Litres)
£21.50

Elderflower Presse (Jug Serves 9)
£15.40

Cocktail Hour Add On:

£425.00 *50 cocktails*

To further elevate your celebration, a curated selection of signature cocktails are also available as an optional enhancement, *priced separately*.
The Signature Cocktail Hour includes 50 handcrafted cocktails at an *additional cost*, with the option to extend in increments of 10.

Choose 3 options from the following:

- Aperol Spritz
- Pimms and Lemonade
- Pornstar Martini
- Espresso Martini
- Sex on the Beach
- Stawberry Daquiri
- Pina Colada
- Cosmopolitan

Additional cocktails: £85.00 for 10

YOUR EVENING BUFFET

in partnership with Total Hospitality

MENU OPTIONS

BBQ Feasting	£39.00pp
Woodfired Pizza Oven	£37.00pp
Hog Roast	£35.00pp
Lighter Bites	£33.00pp

Served during your evening reception as your main food.

Other menu options and courses are available.
These would be charged as a supplementary cost to this package.
Includes waiting staff, plates, cutlery and disposable napkins.

Canapes	£6.50pp

Served alongside your drinks reception following your ceremony.

Sharing Desserts	£6.50pp

Help yourself to a beautiful display of homemeade sweet treats.

All prices are inclusive of VAT.

For the full food menu and options available as per the above, please view Total Hospitality's brochure attached alongside our Sunset Signature Package information.



YOUR SUNSET PACKAGE

What might my day look like?

12:00PM bridal party arrive

3:00PM guests arrive and are welcomed with drinks in The Stable Room

4:00PM ceremony commences

4:30PM drinks reception and canapés served

6:30PM evening guests arrive

7:00PM cake cutting and first dance

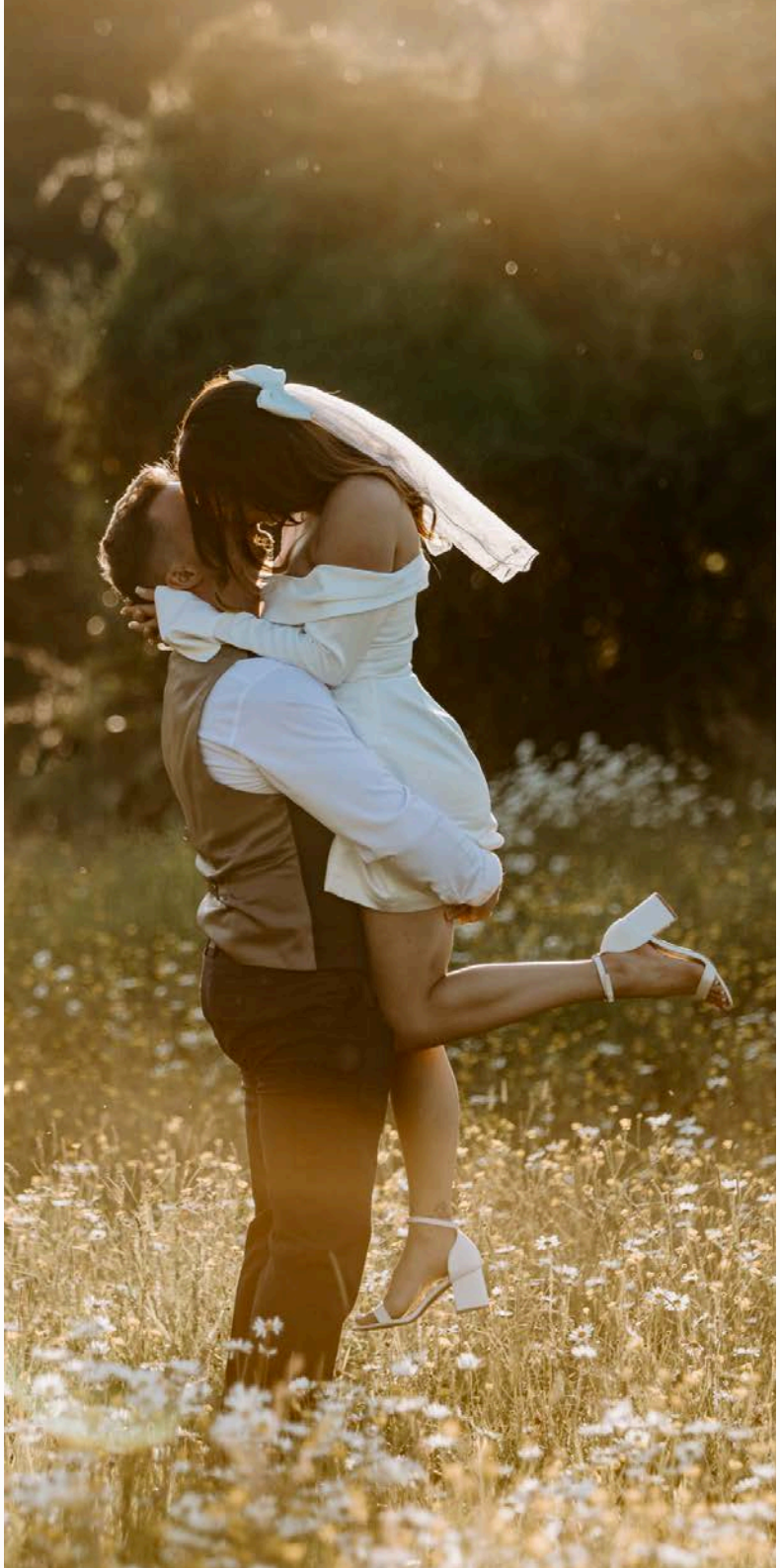
8:00PM evening buffet served

11:30PM final orders at the bar

12:00AM carriages and venue close

We welcome all kinds of evening entertainment.

Speak to our Wedding & Events Specialists about your ideas.





Interested in our

SUNSET

Signature Package?

We would love to invite you for a personalised viewing at The Old Mill. Please contact our team or visit our website to book this in.

CONTACT US

0118 9712365

www.theoldmillaldermaston.co.uk

@theoldmillaldermaston

The Old Mill, Aldermaston.
Wedding and Events Venue.

@theoldmillaldermaston

TERMS & CONDITIONS

The sunset package includes:

- Exclusive use of The Old Mill and its grounds from 12:00pm until midnight.
- A choice of our Conservatory or Mill Room with panoramic river views for your ceremony.
- Inside areas at The Old Mill include the Conservatory; Mill Room; Dressing Room and Bar.
- The Old Mill can accommodate a maximum of 180 guests from your drinks reception onwards.
- Use of our Bridal Dressing Room from 12:00pm. Includes a complimentary bottle of Prosecco for the morning. Should you wish to add any additional drinks to the complimentary bottle of prosecco for your morning preparation, these can be purchased from the bar on the day.
- Fully licensed and stocked bar will be available following your ceremony until 12:00am (midnight).
- An Old Mill representative with a wealth of knowledge in the industry, available to help make your big day here at The Old Mill run as smoothly as possible - taking the stress out of planning your special day.
- Tables, chairs and glassware are all included.
- Fairy lights on the ceiling and walls in the Mill Room.
- 50 glasses of prosecco for your welcome drinks following the ceremony, with the option to add more and other alternative options.
- Access to Sonas, our wedding planning software.

Prices and Payment:

- A provisional booking will be held for 7 days, after which an initial deposit of £800.00 towards your total venue hire cost is required as confirmation. A 7-day cooling off period will apply once your deposit has been paid.
- A second venue hire deposit of 60% of the balance will be required 9 months prior to your booking.
- The remaining venue hire balance is then required in full 6 months prior to booking.
- A £250.00 refundable deposit will be required 12 weeks prior to your wedding, which will be returned to you after your wedding should all terms have been adhered to. Please note, any banking fees for international accounts will need to be covered by the couple when your refund is being processed back to you.
- The final number of guests attending should be with us 12 weeks prior to your wedding date. At this point, we will issue you with an invoice and all monies owing on final numbers given will need to be settled in full 6 weeks prior to your wedding date. No deductions to your drinks order can be made after this point. If beverage quantities increase after this time, immediate payment will be required.
- Bank Holiday Friday's and Sunday's will be charged at Saturday rates and Bank Holiday Monday's are charged at Sunday rates.
- No bookings can be taken for the sunset package from 22nd December until 2nd January.
- Independent wedding insurance cover is recommended.
- All soft and alcoholic beverages must be supplied by The Old Mill, we are only licensed for consumption of alcohol purchased on our premises. Please note, drinks prices are reviewed every 12 months.
- Anyone bringing or consuming their own alcohol/drinks without prior agreement with the management will be asked to leave and you will be liable for corkage charges, this includes wedding favours/miniatures.

Cancellation Policy:

- Should you need to change your wedding to an alternative date, an administration fee of £200.00 will be charged and revised acceptance of our updated and most recent terms and conditions will also be required. This cannot be done within 6 months of the original wedding date. Changes within this time will require full cancellation and a new booking. Dates cannot be moved in excess of 2 years from the date of request. Anything beyond this window requires full cancellation and a new booking. Dates can only be moved once and are subject to any prices increases (if applicable).
- In the event of cancellation by yourselves, all monies paid are forfeited. All deposits are non-refundable.
- Should government legislation prevent your day going ahead, The Old Mill will offer the option to move to another date, subject to any prices increases (if applicable).
- The Old Mill do not accept any liability and shall not be liable for non-completion of the wedding or for any delays arising as a result of: exceptional adverse weather conditions, loss or damage by fire or floods, Government Acts or any other cause beyond its reasonable control.

Exclusions and Clarifications

- The Old Mill will ensure the room(s) are set up in preparation for the ceremony and evening reception.
- Ceremonies must take place from 4:00pm only to be eligible for the Sunset Package. Please contact West Berkshire Registry Office to arrange this directly with them for your date.
- Total Hospitality have created menus specifically for the Sunset Package. Therefore, whilst we advise to use Total Hospitality as your caterer, you may choose a caterer of your own for the evening buffet. Should you wish to select another one of our partnered caterers to cater for your evening buffet, no additional charges are required. However, should you wish to source your own catering company, an £850.00 charge will apply for the use of our kitchen and facilities or a £300.00 charge will apply to any external catering companies that do not need use of the kitchen facilities.
- Note: All food must be provided by a licensed caterer/catering company. You cannot supply your own food or buffet as a main meal or evening reception.
- Should you be hiring a marquee, all furniture (including tables and chairs) and decorations will need to be hired in and set up by your nominated supplier - these must be cleared from the venue by 9:00am the following day. Should your numbers exceed 94 guests, glassware will need to be hired in from an external supplier. The Old Mill will provide glassware for numbers up to 94.
- Should the stable room require a turnaround for any other use than what is provided by The Old Mill, an additional fee will be incurred. The cost of this fee will be determined based on the extent of work require
- Cake cutting must be provided by your caterer, The Old Mill cannot provide this service and cannot provide access to our kitchen for alternative arrangements.
- The Old Mill reserves the right to undertake maintenance, renovations, or refurbishments to the venue and grounds prior to your wedding. Please be aware that there may be enhancements and changes to the appearance of the facilities from the date of confirmation.
- All entertainment must be conducted in full compliance with The Old Mill's current noise policy.
- The bar will be open following your ceremony and close at 11:30pm.

TERMS & CONDITIONS

Decorations and Third Party Contractors

- Table confetti is not permitted on tables inside the venue - failure to comply will result in an additional cleaning charge of £250.00.
- Bubbles and bio-degradable confetti are allowed outside only - failure to comply will result in an additional cleaning charge of £250.00.
- We do not allow Chinese paper sky lanterns. However, we do permit fireworks by a licensed/insured pyrotechnic only.
- We do not allow hot or cold indoor sparklers or anything deemed similar to this under any circumstances inside the venue.
- Outside power sockets are available from our outside patio area and can be used for suppliers requiring electricity for entertainment purposes (such as, lighting, bouncy castles, live musicians). However, should these outlets not provide enough power for the intended entertainment, The Old Mill cannot be left liable. Suppliers may make use of what is available, however, we cannot take responsibility for the incompletion of such services. We recommend site visits from suppliers wishing to utilise these spaces.
- The Old Mill does have a decorations drop-off and pick-up point available on site for your convenience. Decorations belonging to you will need to be set up by yourselves or a nominated supplier from 11:00am. The Old Mill will assist where possible during these preparations. Smaller items, up to the size of a trolley, can be stored overnight using the service. If you would like to use this, please let your wedding specialist know in advance. Drop-off should be made by 11:00am the day before your wedding and collection no later than 11:00am the day after. At the end of your wedding night, The Old Mill will help load items into your designated event trolley. Please note, larger items may need to be moved by yourselves and any items left uncollected after two weeks will be disposed of.
- All belongings and gifts can be stored using the on-site service or in cars overnight, if not taken with you. Cars can be collected the following day by 11:00am.
- All DJs providing evening entertainment are required to complete a Music Supplier Agreement Form. Please note, that any DJ who fails to comply with the terms of this agreement may be prohibited from performing on the premises for future bookings.

Loss or Damage

- Please note that any damage or theft caused to our property by any member of your party this includes suppliers will be invoiced to yourselves and shall be payable within 7 days of the completion of the event.
- In the event of guests vomiting in areas across the venue, please note that an additional cleaning fee may be charged due to extensive cleaning. This fee will be determined based on the severity of the incident and the costs incurred to restore the affected areas to their original condition.
- Those that wish to take photos in our fields with livestock do so at their own risk. We cannot be held liable for any damage to clothing or personal items that may occur during these interactions. We also kindly request that you are respectful and considerate of the animal's space and behaviour. Your safety and the welfare of the animal are our top priorities.
- Closed Circuit Television (CCTV) is used throughout our venue for the prevention of crime and for the protection of our staff. All data is handled in line with legislation and copies of our CCTV policy are available upon request.

Your confirmation of booking will signify acceptance of these terms and conditions.

All the above apply when confirming and booking The Old Mill.

Prices include VAT at 20% and are valid at the time of booking.