



## Most Frequently Asked Questions

### Ceremony

#### Can we have a ceremony onsite?

Yes you may have your ceremony onsite. You may choose to have an outdoor or indoor ceremony. Both the Orchard and the Mill ceremony room are available to use. If you choose to have an outdoor ceremony we will also book the ceremony room as outdoor ceremonies are weather dependent. If your preference is ultimately to have an outdoor ceremony we will plan for this and can make a final call together on this the night before or morning of the wedding. The Mill has previously been fully approved for HSE civil ceremonies however each couple must apply individually.

#### What costs are involved?

We charge €400 hire fee to have a ceremony/blessing onsite.

#### What time can the ceremony onsite be held at?

Ceremonies can be held at 3:00 pm (no later or earlier, unless pre-approved by venue)

## **What types of ceremony can I avail of onsite?**

This is entirely up to you but there are many types to choose from Humanist, Spiritualist or Civil ceremonies or a simple blessing from some family members that can be conducted onsite. We have had many official ceremonies onsite and provide a list of celebrants on our wedding supplier's directory.

## **What is the address for Hse Correspondence?**

The address is The Millhouse, The Old Mill, Slane, Co Meath.

### **Civil Marriage Information**

- [www.hse.ie](http://www.hse.ie) and follow the links regarding marriage

## **Do you have power in the Mill or Orchard for musicians?**

Yes, this is located behind the bar. Extension leads can be provided if needed. We can supply chairs for your musicians and an iPod station or CD player for background music.

## **Accommodation**

### **How many rooms are in the house? Do we have to fill them all?**

There are 15 bedrooms; we have no venue hire fee we just ask that you fill all bedrooms for the night of your wedding. Foldaway Guest Bed can be provided for the larger rooms and are charged at €25 for under 12 years old including breakfast and vat and €35 for over 12 and travel cots are complimentary. The bridal suite is complimentary for the night of your wedding. If staying the night before or after the wedding, we ask that you fill 12 rooms minimum. (this is only subject to availability)

## **Can our guests camp?**

Yes, your guests are welcome to bring their own tent. Hot showers and toilets are available at the Treehouse. The charges are €35 per person per night for Camping and Breakfast (guests pitch own tents).

Glamping onsite is also possible for your guests. The tents can be booked by the Bride & Groom through the Silk Road Tents who can provide bell tents, yurts or tipis and then they are set up for your guests on arrival. The Guests will also still have to pay the Millhouse the €35 pp. Hot showers and toilets are available at the Treehouse, includes Breakfast.

Your guests however will need to notify you to enlist them on your camping form. [info@silkroadtents.com](mailto:info@silkroadtents.com) Office: 00353 (0) 16284747 – Mobile: 00353 (0) 863027910 (Fionn) \*\* Please note the Millhouse does not provided the bedding for any outside hire (tipis, tents, yurts etc.)

## **What local accommodation is available?**

There is lots of local accommodation to choose from be it Hotels, B&B'S, Guest houses, Hostels or Self catering or Glamping or camping onsite. There is a long list of local accommodation on our wedding suppliers list available

## **Do you take bookings for rooms?**

No we don't take the reservations, you must allocate them by filling in the room allocation form. This ensures that only your preferred guests can stay in the Millhouse. The allocation is usually done on the night of your complimentary tasting when you are onsite. We are happy for you to allocate foldaway Guest Bed or travel cots for children in the larger rooms and we charge €25 for under 12's and €35 for over 12's including breakfast and vat. Travel cots are complimentary.

### **Are all rooms en suite?**

Yes all rooms are en suite. The larger superior rooms all have a bath and a shower and some of the smaller rooms also have both.

### **How many people can sleep in the house?**

33 Adults, without adding foldaway Guest Bed to the rooms. We also have five foldaway Guest Bed and three travel cots. We have 12 double rooms, 1 twin room, 1 Single and 1 family suite (over two rooms, 2 adults & 4 children) 15 rooms. Three of the superior rooms are often chosen as bridal suites and you can choose your favorite for the night of your wedding.

### **What time is breakfast?**

Breakfast is served between 9am to 11am in the cottage wing of the house and in the Orangery. We offer a selection of cereals, juices, fruit salad, granola, yogurt, bread selection, croissants, pastries, tea & coffee and of course the traditional fry of bacon, sausages, black & white pudding and eggs as you wish. The breakfast is cooked to order and comes straight from the kitchen.

### **What time is Check In / Check Out?**

- **Check in time is 3:00 pm** for your guests
- **Check out time is 12:00 noon** on the day of departure.

### **Is there somewhere we can get ready in early that day?**

Yes, Enjoy our beautiful dressing room beside the river. It is the perfect space for you and your bridal party to get ready in - and to calm those pre-wedding nerves! This room is available from 9am for your private party. The cost of hire of this room is €200 and this includes a Fruit platter and a bottle of prosecco on arrival. You may like to organize pre-wedding breakfast or Sandwiches Tea/Coffee (all food must be pre-ordered)

### **Can I get ready in the house?**

Subject to availability, Yes, an early check in can be arranged from 09.30am and is charged at €300 providing we don't have a wedding or event on the day before. (This cannot be confirmed until at least 3months from your wedding date) Otherwise your guests check in is from 3pm unless pre-arranged and agreed with our wedding team.

### **Can we stay the night before/after the wedding?**

Subject to availability on Sun - Wed only (excluding bank holidays) and we require a minimum of twelve rooms to be booked and food and bar spend.

### **Can we eat at the house the night before or after our wedding? Is there a restaurant in the Millhouse?**

There is no restaurant open at the Millhouse but if you book to stay the night before a bar menu or buffet, a light lunch or a three-course dinner can be arranged for your guests. For day after wedding bookings We require a minimum spend of €1500 (on buffet BBQ menu) on Food and at least 12 bedrooms to be booked. If there are more than 60 guests attending the BBQ the price of €25 per person after this, please pre-book before your arrival. Menus are available upon request.

## **Wedding Information**

### **Where does the drinks reception take place?**

The drawing rooms in the house is usually where your drinks and canapé reception takes place depending on the weather. We have capacity for 150 people in the main drawing rooms. However, during the summer, we have had receptions for up to 240 people in the orangery and courtyard area which has lots of additional seating. The courtyard is very popular in the summer months as we tend to get the sun as we are south facing. Canapés and drinks are served to wherever your guests are gathered be it inside or out.

### **What time are guests called to the main banquet?**

Guests are generally called to the Pavilion at approximately 5.30pm. We recommend that you allow two to two and a half hour for your drinks reception as this allows for plenty of time for photographs and mingling.

### **Can you amend the set packages?**

No, we don't allow any changes to our set packages as they have been costed effectively to suit every style and budget, you can add extra to the package and price will change accordingly. However, you do have the option to tailor make your own package from our menus which we will price accordingly for you.

### **How long is dinner service?**

Dinner service depends on your menus and numbers. As a guideline a 4 course served meal for 100 guests would take a maximum of 2 hours

### **How is the BBQ served?**

The BBQ is served to the tables so all guests are seated. The Barbecue area is in sight of the Pavilion so your guests can see the barbecuing. First of all, a hot plate is placed in front of every guest, then your choice of three salads are placed to the Centre of each table for your guests to help themselves and then the barbecued choices are silver served to each guest by our wait staff. With the BBQ menus each guest gets both barbecue options that you have chosen. There is no starter with the BBQ menu but you can add one if you wish for an additional cost. Dessert is included.

### **What happens when dinner is over?**

After dinner our wedding team come in and clear down any remaining dishes and remove as many or as little tables from the upper deck of the pavilion to transform the room for your dancing. This is a good opportunity for you to go over to the main house or courtyard to cut your cake whilst the band and DJ set up in the pavilion. The bar in the main house will reopen at this time.

### **How long is the bar open in the pavilion?**

The bar in the Pavilion opens until 2am. At 2.30am the bar in the main house will reopen as your resident's bar. All residents in the house and campers may avail of this bar. This bar is open at the night manager's discretion and may open all night if needed.

### **How many people can be seated in the Pavilion?**

Presently it can seat a Maximum of 150 guests. The Pavilion can be expanded to seat up to 240 guests with an add-on marquee at the front to interlinking with our bi-fold doors. There is an additional charge to add on the Marquee. We recommend using Boyne Valley Marquees , [www.boynevalleymarquees.net](http://www.boynevalleymarquees.net) Boyne Valley Marquees (Frank 087 7734067) you can contact them for cost a size depending on numbers.

### **Are there High chairs available?**

Yes we have 3 high chairs available and 3 booster seats. Please ensure you detail where they are required on your table plan

### **Are there babysitting services available?**

Yes, a babysitting service is available for children resident in the house. The rate is €10 per hour and finishing time must be no later than 2am. A minimum of 4 hours is required. The maximum number one babysitter can mind is 2 children and they must all be in the same bedroom. The babysitter is to be paid in cash direct. Cancellation of the babysitter within 24 hours of the wedding will incur full charge. Under 16 year olds are not permitted to stay in a bedroom unaccompanied by an adult.

### **Are pets allowed on the property?**

We will let dogs attend the wedding but are not allowed in food area or any of the bedrooms

### **What beer is available on draught?**

We have Guinness, Krombacher & Heineken beer on draft. All other beers are available bottled. The price of a pint of Guinness is €5.00. We can bring in other draught beers on request for an additional set up charge of €250.

### **May I bring in my own wine?**

This is **not allowed on any of our packages** only on Tailor made packages. Couples on tailor made packages wishing to supply their own wine will be charged a Corkage fee to cover the following:

- Delivery & Storage
- Staff for polishing of glasses and serving of wine
- Disposal of the bottles

The number of bottles of wine permitted is a half-bottle per guest and only allowed during meal. Corkage is €15 per bottle of wine or €20 per bottle of prosecco and €25 on champagne



### What non-alcoholic options are available for guests?

We have a full bar with a range of minerals, juices etc. We also offer non-alcoholic Erdinger. We are happy for you to supply nonalcoholic lemonade, elderflower cordial or Schloer table for your guests. We charge €3.50 corkage for each bottle brought in. Both Marks & Spencer's & Tesco have a wonderful selection. This includes the cost of table linen, ice, glassware, a sign, and lemons. It can be setup in the reception area or in the courtyard depending on the weather.

### How many toilets do you have?

We have two Ladies toilets and two Gents toilets in the Pavilion, another toilet between the cottage bars, three outdoor toilets in the orchard and two toilets in the main house are in the lower level of the house and can be accessed from the courtyard and also from the main house.

### Is The Millhouse wheelchair accessible?

We have portable wheelchair ramps that will allow wheelchair guests to access the main house and the Pavilion. Prior notification is required. We also have an outdoor wheelchair accessible toilet. **Please note**, there are no bedrooms on the ground floor of The Millhouse, we do not have wheelchair accessible bedrooms

### Do we use/allow a catering company?

No. The Millhouse has a full kitchen team lead by our own head chef. We do not allow any outside caterers or any food not prepared by The Millhouse kitchen's on the premises apart from your Wedding cake or Wedding cupcakes. Please note we only offer one serving of a wedding cake, which is with the evening food. If you require two servings or have a Cheese Wheel cake as well as a Wedding cake there is a charge of €1.50pp on this.

### **Can we taste the food on offer?**

Yes we provide a canapé buffet style tasting of our menus. This will happen in at the start every year. If you are unable to attend this due to living abroad you can send a family member on your behalf. If you book your Wedding after these Tastings a smaller menu section tasting will be offered, subject to availability. Please contact the office for more details

### **Can you recommend suppliers for your big day?**

We would be delighted to help you in any way that we can with planning your wedding. Our wedding supplier directory is a great resource for ideas and options to create a memorable day for both you and your guests.

### **When can we decorate the venue?**

Provided that the house is available you can come the day before and decorate usually between 2-5pm. If there is wedding or event at the house the day before your wedding, we will advise when this can be done and a meeting will be arranged with one of our team. Our wedding team will help to decorate the venue for you on the morning of your wedding, along with a member of the bridal party. (help maybe required the morning of with your décor setup, all depending on the amount brought in)

### **What decorations do you supply?**

We supply two floral arrangements in the main house only. Tea lights, candles and fairy lights in the Pavilion and Mill, and candles and fairy lights in the courtyard/orchard area at night.

**Do you have a PA system?** Yes we have a PA system for speeches only. We also have a portable microphone and amp for your speeches, which can be moved to wherever your party is seated.

### **Where/when do speeches take place?**

We recommend that you have your speeches before the meal at your drinks reception in the orangery/courtyard @ 5pm / 5.15pm (weather permitting) or in the Pavilion before meal.

### **Can we supply a candy buffet?**

We can permit hard candy, bonbons, sweets and cakes macaroons - other confectionary are not permitted. Your wedding cake & cupcakes are the only exception to this rule.

### **Do you have a surround sound system in the main house and pavilion?**

Yes we do have both a cd player and an iPod system in place so you can make a playlist and we can arrange to have it playing on the day of your wedding. This is just suitable for background music and not a replacement for a band or DJ.

### **Where can we setup a photo booth, caricaturist or musician for our drinks reception?**

The drawing rooms or Orangery rooms are suitable for this depending on wedding party numbers and size of band and weather. The courtyard and orchard can also be wonderful should the weather be good. We can run power to these areas.

**Do you supply easels for our table plan?**

Yes we have a small A3 size one for the reception area:

And a larger one for outside the pavilion, A2 is fine for this:



**Do you supply printed menus?**

No this is something you must arrange. Make sure to email a copy to us before print to be sure the wording is correct. Also the same goes for your Seating plan that you wish to display for guests

**Do you have cake/cupcake stands?**

Yes we have a range of different cake and cupcake stands from single tiered cake stands and 2/3-tiered stands for cupcakes.

**Can we hang decorations in the Mill/House/Pavilion?**

Yes you can of course provided they don't damage the property, paint or woodwork.

**Can you supply hay bales for us?**

Yes we can of course, they are €5 per bale.

**Do you have table numbers/holders?**

Yes we have an array of different table numbers that you can choose from.

**Are there local taxi services available?**

Yes there is lots of local taxi men, for a full list of local taxi suppliers, please see our wedding supplier directory. Taxi signs are posted at reception and the main bars with the local taxi telephone numbers. Mickey Dillon ph 0872143088 is a local taxi driver in Slane and he can be booked to ferry guests to their local accommodation. Guests can pay him individually (usually €5 for local area) or he can be paid by you from midnight until 2am, contact Mickey to discuss charges