

Terms and Conditions of Booking

The Guildhall

We can accommodate 75 guests (plus the couple, registrars and wedding stewards) in the ceremony room if you **do not** require use of the lift. If you do require use of the lift we can accommodate 65 guests due to fire regulations.

A lift to the main chamber from the car park and a disabled toilet is available.

Parking space adjacent to the Guildhall is available for two cars.

Flash photography is allowed inside the building.

Confetti is allowed outside of the building. **Only bio-degradable confetti may be used.**

Access to the Guildhall is limited to 30 minutes prior to the ceremony. However, it is possible for you to decorate the chamber with your own floral decorations prior to the ceremony if arrangements are made with us at least one month before the ceremony date.

No food or drink may be consumed or sold on the premises in accordance with the civil marriage and partnership licence.

Music

You are welcome to add music of a non-religious nature which must be approved by the registrar prior to the ceremony day. Recorded music is encouraged to be downloaded to your mobile phone but can be on a CD or USB stick (MP3 format). If this is sent to us at least three weeks prior to the ceremony so that we can ensure that the music is appropriate and compatible with our sound system.

Cancellation

The Balance payment must be paid in full at least 1 month before the ceremony date. In the event of cancellation, the full hire fee will be payable unless the office is notified at least 48 hours prior to the date of the ceremony. The deposit payment is non-refundable.

Please note that hire of the Guildhall is separate from any legal arrangements or charges made by the registrars. It is your responsibility to book the Registrars and comply with the legal

Civil Marriages and Partnerships at The Guildhall Lyme Regis

Licensed Civil Marriage and Civil Partnership venue in the heart of the Dorset coastal town of Lyme Regis



2023-24

Welcome to The Guildhall, Lyme Regis

The history of The Guildhall can be traced back as far as the Stuart period. The Main Chamber with its curved ceiling and coat of arms was once the local court. The main body of the building including the Mayor's Parlour was built in 1887 on the site of the town lock-up.

Lyme Regis is located at the heart of Dorset's Jurassic coastline. With stunning views across the sea towards Charmouth and West Bay, the Guildhall provides the perfect backdrop for any wedding photography.

If you are considering holding your ceremony in The Guildhall, you are welcome to view venue first. Please contact us to make arrangements.

We hope you choose to share your special day with us and we look forward to welcoming you to Lyme Regis.

Guildhall Hire Charges

Monday to Friday 2022/23	£300.00	2023/2024	£400
Saturday or Sunday	£400.00		£500
Deposit	£50.00		£100

A deposit is required upon booking with the balance due one month prior to the ceremony date.

Payments can be made by BACS to "Lyme Regis Town Council"

Sort Code 30-90-37 A/c No. 18761468

Reference your name and "Wedding booking"

or by Credit/Debit card by contacting the Town Council.

Booking the Guildhall

Please ensure the registrars from Dorset Registration Service are available for your chosen date, then complete the Guildhall booking form and return to us with a deposit of £100. Once we have received your form we will confirm your booking.

Your civil marriage is a very important day and we would like to help in any way we can to make the day special and to run smoothly. Please let us know if there is anything we can do.

We are currently taking bookings for 2023 and 2024.

"Beautiful setting for our special day. The Guildhall followed by our reception in two funky beach huts was the best wedding ever. The staff, people and the setting of Lyme made for the most romantic wonderful day. The sun was out too, couldn't have wished for more.

Claire & Rich Mort

Married in the Guildhall, Lyme Regis in September 2015

Contact Details

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