## Comments by Mr & Mrs

'We loved our ceremony at the town hall; it was intimate, fun and relaxed. A really unique and special place.'

Mr & Mrs Quick

'All the grandeur, elegance and historical interest of the 'big house' and hotel venues at a fraction of the cost. PLUS the previous day to allow for decorating at no extra fee. Friendly, calming, accommodating and efficient staff. A true gem of a venue.'

Mr & Mrs McGregor

'To be surrounded by close family & friends in such a beautiful building gave us our perfect wedding day. Penryn Town Hall was our first choice of venue and it didn't let us down. Thank you to all who were involved.'

Mr & Mrs Brunsden

'It was a beautiful venue and many of our guests commented on it. Being able to walk to the ceremony was particularly special for us and now, walking past the Town Hall brings back all those good memories.'

Mr & Mrs Thompson

'We loved Penryn Town Hall, it is such a beautiful building, and gave a real sense of occasion.'

Mr & Mrs Smales

'We couldn't have asked for a more perfect venue for our Wedding Ceremony. All involved were professional, thoughtful and warm. We would like to extend our most sincere thanks to a wonderful start to our marriage!'

One & Ones Colston

### Fown Crier

The Penryn Town Crier is now available for hire for your special day. Please ask us for more details.



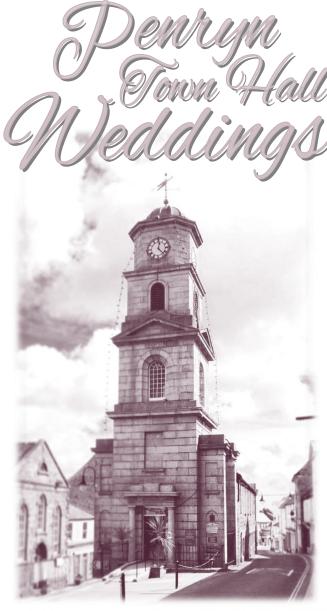
# Useful Contacts

Falmouth Registry Office, Falmouth Library, Municipal Offices, The Moor, Falmouth, TR11 3QA Tel: 0300 1234 181 (Ask for Ceremonies)

Opening Hours: Monday to Friday 8:30am - 6pm

Penryn Town Council, Ground Floor, Saracen House, Higher Market Street, Penryn, Cornwall TR10 8HU Tel: 01326 373086

Email: admin@penryntowncouncil.co.uk
Opening Hours: 9.00am - 5.00pm Monday to
Thursday
9.00am - 4.30pm Friday





www.penryntowncouncil.co.uk

# Penryn Fown Hall

Penryn Town Hall is an approved premise as a venue for marriages under the Marriage Act 1949 and as a venue for Civil Partnerships under the Civil Partnership Act 2004. In addition to this, the Town Hall is licensed for other civil ceremonies such as naming ceremonies and the renewal of Civil marriage vows.

Penryn is one of Cornwall's oldest towns, receiving its first charter in 1236. The beautiful granite Town Hall was originally known as the Market House and is one of the most recognisable landmarks in Penryn. It is thought that some of the stone from the historic ecclesiastical Glasney College was used in its construction. The clock tower was then added in 1839.

We want you to feel relaxed on your special day so our volunteer Councillors will guide you through the process and be there to greet you with a smile. Our venue is perfect for a quiet and small affair or a larger ceremony, seating up to 80 people.



## Booking Your Magical Day

We recommend that you confirm availability of the Town Hall and contact the local Registry Office to verify your date and times before making final arrangements.

The cost for the hire of the Town Hall is £360.00 which includes the day prior to the ceremony to allow for setting up and decorating the hall. In order to reserve the date for your ceremony we require a non-returnable deposit of £150.00 with the balance to be paid at least two months prior to the ceremony.

Marriages cannot take place without the attendance of the Superintendent Registrar and with civil partnerships a Civil Partnerships Registrar. It is therefore essential that you ensure the availability of the Registrar before planning you ceremony. A fee is payable to the Registry Office prior to the ceremony. Please see our Useful Contacts page for more information.

We advise you that the Superintendent Registrar can only perform a civil, non religious ceremony and as such all music, readings and photography must be agreed with the Registrar in advance.



### Terms and Conditions

#### **Payments**

Payments can be made by cheque made payable to Penryn Town Council, cash or BACS. The price is inclusive of VAT.

### Liability

Penryn Town Council cannot accept liability for any loss or damage to property brought into the premises in connection with any hiring.

### Health and Safety

A safety brief will be given by Penryn Town Council representatives prior to the start of any Ceremony. In the unlikely event of the fire alarm sounding, all persons should evacuate the building and assemble outside the building immediately. No persons should re-enter the building until instructed to do so by the Town Council representatives.

