



Booking

Please contact us to check availability for your preferred time of year or date.

Once you have viewed The Barn at Botley Hill, we will be happy to provisionally reserve a date for you and hold it, without any obligation on your part, for seven days. We do recommend that you explore the catering options at this stage.

If you would like to proceed with the booking, we will send you the e-contract and deposit payment information.

To confirm the booking and secure the date, we ask you both read and e-sign the e-contract and pay the deposit.

Payment Schedule

The Barn at Botley Hill requires a non-refundable deposit of 50% of the venue hire, payable in two instalments:

- 25% on confirmation of booking
- and 25% no later than one year prior to the event date.

Where the event will take place within one year of the booking being confirmed, 50% deposit is payable on confirmation.

The remaining 50%, and any agreed additional fees, is to be paid no later than three calendar months before the event date.

A payment plan option is available on request and will incur an administration charge.

Your drinks package and the refundable security deposit is payable a month before the event.

Deposits are paid into in a separate designated trust type Client Account with Barclays Bank. The purpose of this is that neither Barclays or other third parties have any recourse to the deposit whilst it is in the account. We may only draw down on your deposit when we are contractually entitled not to have to return it to you and instead treat it as part payment of booking.

Caterers

Only our approved caterers are allowed to work at the Barn. Full details of our approved caterers can be found on the website. When you have chosen your preferred one, please let us know so that we can liaise to make sure everything runs as smoothly as possible. It is a condition of hire that you choose a caterer from the approved list.

Suppliers

We have a huge list of suppliers for things such as floristry, music, photography etc. that we know and love, for all things wedding related. There is a lot to be said for using suppliers who know the venue, but there is no obligation for you to use them. If you wish to use your own suppliers, please make sure they have public liability insurance of at least £5m.

Please refer to our full terms and conditions, which explain your responsibility for all suppliers who require access to the venue, including photographers, florists and musicians.