

# Party and Functions Brochure

Photograph by John James

Avoncroft



Avoncroft Museum, providing a unique, historic venue for your function



## About Avoncroft

Avoncroft Museum is a unique home for historic buildings which have been rescued from demolition and rebuilt in a beautiful corner of Worcestershire's rural countryside.

Many of the buildings house historical treasures and give an insight into how we once lived, worked and played.

Set in a picturesque location, Avoncroft allows you to also enjoy the beautiful gardens, duck pond and orchard on your visit.

Our historical re-enactors often frequent the grounds and buildings offering additional insight into the magical place and buildings, making Avoncroft a very special place for everyone to enjoy.

## Function Rooms

### [The Guesten Hall including the Weaver Gallery](#)

The Guesten Hall is the largest of our rooms and has a Grade II\* listed roof. It can hold up to 120 people seated and 150 people for an evening function. For larger parties there is the option of hiring a marquee to extend the Guesten Hall.

Above the Guesten Hall is the Weaver Gallery, an ideal extra space which can hold up to 35 people. It is reached by a staircase from the main Guesten Hall. The main part of the Guesten Hall is fully accessible. There is no wheelchair access to the Weaver Gallery.

### [The Long Room](#)

The Long Room is an attractive room on the upper level of the half-timbered 16th-century String of Horses building, a former Inn rescued from Shrewsbury and re-erected at Avoncroft between 1973 and 1976. It can hold up to 30 people seated and up to 50 for a non-seated function.

### [Catering](#)

Avoncroft offers flexible choices for your function. You may choose from our three approved caterers who all provide excellent menus at a range of prices.



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### Approved Caterers

#### Complete Caterers

Contact: Colin Pearson on 07766 357301  
or email [completecaterers@btinternet.com](mailto:completecaterers@btinternet.com)  
[www.completecaterers.com](http://www.completecaterers.com)

#### Edwards Event Catering

Contact: Chris Long on 07817 768722  
or email [info@queens-head-inn.co.uk](mailto:info@queens-head-inn.co.uk)  
[www.edwardseventcatering.co.uk](http://www.edwardseventcatering.co.uk)

#### Kemp and Kemp Catering

Contact: Karen Kemp on 07967 033332  
or email [info@kempandkempcatering.co.uk](mailto:info@kempandkempcatering.co.uk)  
[www.kempandkempcatering.co.uk](http://www.kempandkempcatering.co.uk)

### Bar Facilities

If you would like alcoholic drinks during your party please arrange this with our sole bar provider Bars on the Run: 01905 640 227. Clients are able to bring their own drinks when pre-arranged with Bars on the Run.

### Excellent Transport Links

Avoncroft Museum is located in the north of Worcestershire. It is easily accessed via the A38, the M5 and M42 motorway network. Birmingham and Worcester City Centres are approximately 12 miles away. Birmingham Airport, Birmingham Business Centre and the National Exhibition Centre are a 20 minute drive away. Bromsgrove has a small railway station, located 1.5 miles from Avoncroft.

### Free Parking

There is ample free car parking space in the main Museum car park.



## Entertainment

Avoncroft Museum has formed a partnership with Marksman Leisure to bring guests a different type of entertainment to make their function memorable.

Marksman Leisure provides outdoor and indoor country pursuits including:

- Archery
- Laser-Tag
- Laser Clay Shooting
- Treasure Hunts

All activities are fun and safe. There is no paint, no pain, no mess and every activity is specially designed to suit each occasion. For further information or a quotation please contact Mark on 01527 575141 or [mark@marksmanleisure.co.uk](mailto:mark@marksmanleisure.co.uk).

## Charges

Function Room	Cost per hour
Guesten Hall	£75
Long Room	£25



# Terms and Conditions

All bookings made by the client are subject to Terms and Conditions.

Client: means any person booking the services of Avoncroft Museum

Museum: means Avoncroft Museum

## Booking

Once a provisional booking has been made it will be held for two weeks. A booking is deemed to be provisional until the signed copy of the agreement is received, together with the 25% required deposit.

## Prices and Payment

Cheques are made payable to 'Avoncroft Enterprises'.

Fees are determined on the basis of an agreement between Avoncroft Museum and the Client to use the rooms for a set time. We reserve the right to make an additional charge in the event of any variation to this time.

The balance of the booking charges are payable 21 days prior to the event, as will a £400 returnable deposit for the Guesten Hall, and £200 for the Long Room. This deposit is for:

- any damage that may occur during the function, either to the function room or any part of the Museum buildings and site
- the room not being left in a reasonable state
- balloons being let into the roof of the Guesten Hall
- any additional costs incurred as a consequence of the function

Avoncroft reserves the right to withhold that deposit (or any part of it) if we believe any of the terms and conditions have not been upheld, and to invoice the Client should costs exceed this deposit.

The room must be vacated by midnight, to comply with the Public Entertainments Licence. At the end of the event, the room must be left in a reasonable condition.

No wines, spirits or food may be brought into the Museum, unless prior written consent of the Museum has been obtained.

All prices are quoted excluding VAT. VAT will be charged at the current applicable rate.

All accounts are to be settled in full by the date of the function.

Clients wishing to use their own electrical equipment must supply an up to date electrical test certificate, failure to do so may result in permission being refused.

The Museum does not accept any liability for any failure to provide or delay in providing the services contracted.

Any damage, wilful or otherwise, to the Museum, furnishings, fixtures or fittings will be the responsibility of the Client, and must be paid for on request of the Museum.

The Museum has a No Smoking Policy.

The Museum will not accept any responsibility for any loss or damage to personal belongings during the use of the room.

The Museum will provide banqueting roll to cover all tables unless the Client requests otherwise.

## Cancellation by the Client

If you cancel your function please confirm in writing.

- Cancellation with more than 60 days to the event – 50% deposit refunded and no balance to be paid.
- Cancellation between 60 and 31 days prior to the event – no deposit refund and 50% of balance of invoice to be paid.
- Cancellation under 30 days prior to the event – no refund of the deposit and full balance of invoice to be paid.

## Cancellation by the Museum

The Museum may cancel the event at any time based on the following:

- 1) If in our reasonable opinion the booking might in any way prejudice the reputation of the Museum or otherwise cause damage to the Museum.
- 2) If the Museum becomes aware of any alteration in Client's current financial status.



AVONCROFT

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[www.avoncroft.org.uk](http://www.avoncroft.org.uk)

Avoncroft  
Museum

