

NORTH LODGE PARK  
CROMER  
A VENUE BESIDE THE SEA



For your Marriage, Renewal of vows, Baby Naming or Civil Partnership Ceremony, consider the cliff top Council Chamber at North Lodge Park with its fine views of the sea and colourful gardens, which provide a perfect setting for photographs.

Now introducing evening ceremonies and Duo Ceremonies – part of the ceremony is in the Chamber and part outside on the lawn overlooking the sea (weather permitting).



# CEREMONIES AT NORTH LODGE PARK

## CONDITIONS FOR USE

To enable you to make your arrangements for your ceremony please could we draw your attention to the following conditions relating to the use of North Lodge Park:

### **Ceremonies**

Ceremonies generally take place between 11am and 4pm but must be scheduled on the hour only. There is now very limited availability for ceremonies at 7pm.

We can also hold 'Duo Ceremonies' – weather permitting, part of the ceremony is held in the walled garden overlooking the sea and the legal part in the Chamber. Please phone for further information.

### **Please ensure that you also make your arrangements with the Registrar.**

For information in respect of arranging for the registrars to come out to North Lodge to conduct your ceremony, please visit

[www.marryinnorfolk.co.uk](http://www.marryinnorfolk.co.uk). Please use this link to book the registrar

[www.marryinnorfolk.co.uk/book-the-registrar](http://www.marryinnorfolk.co.uk/book-the-registrar). Once confirmation is received please complete and return to us our booking form.

**If you do not have internet access please complete and return to the Registrars their enquiry form, a copy of which is enclosed.**

### **Visitor Numbers**

**Under the conditions of our marriage licence no more than 40 visitors, including the Registrars and Bridal Party, are allowed in the Council Chamber.** Please note that entry to the building for disabled people can be very difficult. We recommend that you visit North Lodge Park before confirming your booking. Please advise in advance if you require the use of the disabled access ramp or the hearing loop.

### **Photographs and Videos**

These may be taken inside or outside the building before or after the ceremony. Permission must be obtained from the Registrar for videos and photographs during the ceremony. You may use any part of the gardens in North Lodge for your photographs.

### **Music**

Music is not provided by the Council but a stereo system is available for use. You may provide music on CD but this cannot be played during the ceremony except whilst the Register is being signed. Any music played must not be of a religious nature.

### **Flowers and confetti**

Two small artificial floral displays are provided by the Council. You can make your own additional arrangements concerning flowers, but please let

you know what you will be doing. Your guests may throw confetti outside the building, but it is preferred if it is bio-degradable.

## **Cars**

The only cars permitted to park in North Lodge Park are the Bridal Car and the Registrars' cars. We have a disabled parking space for anyone with a Blue Badge. Public parking is usually available in Cliff Avenue or Cliff Drive. Please ensure that your guests are aware that there is no parking at North Lodge and that they allow plenty of time to find a parking space.

## **Council Attendant**

A Council attendant will be on duty and has authority to act on behalf of the responsible officer for the premises, and may give further instructions on the day.

## **Fees**

Please contact the Town Council office for details of current fees. Payment should be received 2 weeks before the event. Cheques should be payable to Cromer Town Council. Registrar's Fees are payable directly to the Registrar. Please contact the Registrar concerning these fees.

## **What do I do next?**

Once you have confirmed the date and time of your ceremony with the Registrar please complete and return the enclosed booking form to the Town Clerk at the address below.

If you have any further queries or wish to make arrangements to view the Council Chamber please contact the Deputy Town Clerk during office hours (Mon, Weds, Thurs & Fri 10.00am to 1.00pm).



To view further photographs of our venue please visit our facebook page *Weddings in Cromer*



Cromer Town Council, North Lodge, Overstrand Road, Cromer, NR27 0AH.  
Tel: 01263 512254 Email: [deputy@cromer-tc.gov.uk](mailto:deputy@cromer-tc.gov.uk)

**HIRE OF COUNCIL CHAMBER, NORTH LODGE**

Please complete and return to:  
*Cromer Town Council, North Lodge, Overstrand Road, Cromer, NR27 0AH.*

This form is for booking the premises for your ceremony.  
**Please ensure that you also contact the Registrar to make arrangements for them to conduct the ceremony and please let us have a copy of the booking confirmation from the Registrar as soon as you receive it.**

Names .....

Address for correspondence .....

.....

.....Postcode.....

Telephone .....

Email .....

Date of ceremony ..... day, the ..... th of ..... 20....

Time of ceremony ..... am / pm

Type of ceremony   Marriage / Renewal of Vows / Civil Partnership / Baby Naming

Number of guests (if known) .....

Layout of chamber                   Aisle Style / Horseshoe Style

Have you booked a Duo Ceremony (outdoor) with the Registrar?   Yes / No

*If there is more than one ceremony on any one day, the choice of layout will be given to the earliest received booking unless the number of guests attending dictates that Aisle Style is required. Photos of the layouts can be found on our facebook page 'Weddings in Cromer'.*

Additional requirements (circle if required)                   Hearing Loop / Access Ramp

Please advise where you heard about our venue .....

I wish to hire the Council Chamber and agree to abide by the terms and conditions as set by Cromer Town Council.

Signed: .....

Date: .....

**FOR OFFICE USE ONLY**

Date of Enquiry      Confirmation Date      Registrar confirmed      Attendant      Fee Paid