



1. Weddings and Civil Partnerships



We would like to welcome you to Browns Courtrooms, a unique venue situated in the heart of London's West End. Browns Courtrooms occupies the Grade II listed, former Westminster Law Courts in St. Martin's Lane. Built in 1908, the Courtrooms have been spectacularly converted into private function rooms complete with magnificent sweeping staircases, judge's benches and chandeliered ceilings.

Browns Courtrooms are an ideal venue for a wedding reception and ceremony, catering for between 15 and 150 people. Friendly and accommodating service combined with a commitment to excellence have secured Browns its reputation for over thirty years and continues to be the focus of our business.

Our extensive menus offer a wide range of catering styles. All food is prepared freshly on the premises by our team of experienced and innovative chefs, and can therefore be adapted to individual requirements.

High corniced ceilings and original judicial features make the elegant Courtrooms the perfect setting for your wedding. There are 4 Courtrooms available for private hire. Courtrooms 1 & 2 are situated on the first floor and Courtrooms 3 & 4 on the second. All rooms have natural daylight, air-conditioning and sound systems. We have full disabled facilities and a lift to all floors. We can recommend and help you arrange a DJ, florist or any entertainment you may require.

We can create your dream wedding, tailor made to suit your exact requirements, from the ceremony right through to the reception. Our experienced events team will guide you through the planning process and ensure that your day runs smoothly. The flower arrangements, candles, table settings, music... everything is arranged exactly how you always dreamed it to be. With a Civil Wedding License and full catering facilities we can create a personalised wedding to exceed your expectations.

Please do not hesitate to contact the Browns Courtrooms' Event Manager Clare Pickens on 020 7395 6092 with any queries.

2. Weddings and Civil Partnerships



WEDDINGS OF 50 GUESTS OR MORE

COURTROOM 1 & COURTROOM 2

We require a minimum spend of £5000 + 12.5% discretionary service charge to have exclusive use of both rooms throughout the day and evening.

Our late license is until midnight Sunday - Wednesday and 1:00am Thursday – Saturday.

COURTROOM 1 is used for the wedding breakfast and reception with dancing and DJ to follow if so desired.

COURTROOM 2 is used for the ceremony, and can then be turned into a chill out room with low lighting and soft music for your guests to retire to later in the evening.

Our beautiful mosaic tiled foyer and bar area that is situated between the rooms is ideal for a Champagne reception following the ceremony and is used throughout the evening.

We offer a complimentary menu tasting and a wine tasting from selected wines, to help you with the decision making process for your day. White table linen is included.

SMALLER WEDDINGS OF 40 GUESTS OR LESS

For a smaller, more intimate wedding we can arrange the ceremony in COURTROOM 2 and the wedding reception in COURTROOM 3.

COURTROOM 3 also has its own mosaic tiled foyer area which is an ideal space for your Champagne reception.

All rooms can be used separately for smaller wedding receptions and dinners.

WEDDING CEREMONIES

If you just wish to hold your wedding ceremony at Browns Courtrooms the rooms are available on a room hire basis as follows:

Courtroom 1 - £1500.00 + VAT

Courtroom 2 - £1000.00 + VAT

To organise the wedding ceremony itself you will need to make a booking with the Westminster Registry Office by calling 020 7641 1162 or visit their website at www.westminster.gov.uk. It is advisable to make provisional bookings with both Browns Courtrooms and the Registrars Office before confirming your wedding. Westminster Registry Office will accept bookings for civil wedding ceremonies up to 1 year in advance of the ceremony date.



3. Weddings and Civil Partnerships



BOOKING & PAYMENT DETAILS

If you decide to confirm your wedding with us, we will require you to sign our Terms and Conditions and fill in your credit card details should cancellation charges be incurred. A non-refundable deposit of £500.00 is required to secure your booking. 70% of the estimated total is payable 8 weeks before the booking, to include the deposit. The remainder of the bill will be charged to the credit card details supplied on the booking form on the day, unless other arrangements are made.

MAXIMUM SEATING ARRANGEMENTS

The rooms can be arranged in different seating styles, depending on your requirements. Maximum numbers in each seating style and for each room are detailed below:

	COURTROOM 1	COURTROOM 2	COURTROOM 3 & 4
Dinner	100	48	50
Ceremony	150	70	N/A
Reception	150	70	70

Courtrooms 1 and 2 can be used in conjunction for a standing reception for up to 250 people.

MINIMUM NUMBERS

Each room has a minimum dining number requirement, depending on the style of menu chosen:

	COURTROOM 1	COURTROOM 2	COURTROOM 3 & 4
Dinner	50	20	15
Seated Buffet	60	30	25
Finger Buffet	70	40	45
Canapé	70	40	45

RECOMMENDED SUPPLIERS

Florist

JO LORAINE
 Floral Design House
 1 Midhurst Parade
 Fortis Green
 Muswell Hill
 London
 N10 3EJ
 Phone: **020 8444 0488**

DJs & Equipment

Chocolate Fountains
 Withney Williams
 Willmount Leisure
withney@willmountleisure.co.uk
www.willmountleisure.co.uk
 Phone: **0870 755 7660**
 Mobile: **07958 933 222**

Photographer

ANNA ROSELL
info@annarosell.com
www.annarosell.com
 Phone: **01932 567920**
 Mobile: **07766 983593**