

Q & A

Your Wedding at Sofitel London St James



PARKING:

There is no parking onsite. The nearest carpark is Q-Park Leicester Square (4 minutes walk).

ACCOMMODATION:

Two of our packages include a bridal room on the wedding night.

Wedding guests receive a 15% discount on the public rates for up to 7 bedrooms. Should you require any additional rooms, kindly advise us of your requirements as soon as possible so that we may endeavour to fulfil your specific needs. Please contact reservations at: h3144-re@sofitel.com

CAPACITY:

Our maximum capacity is 120 seated guests.

TIMINGS & ACCESS:

An early setup access is offered from 9am for your vendors.

Loading bay address: 25 Charles II Street, SW1Y 4QN

Our wedding packages include venue hire for 8-hours from the cocktail reception. We charge £300,00 per hour thereafter. Our latest licence is 2am.

MUSIC LIMIT:

90 decibels

CIVIL CEREMONY:

We have a licence with the Westminster Council in our Mayfair Suite and Kensington Suite. Please book your registrar directly online after giving your notice of marriage. Link here: www.westminster.gov.uk



EVENING BAR:

The hotel offers three options for your drinks after your reception meal:

- Open bar (priced per hour) – please refer to our drink's menu
- Bar tab – We serve the drinks until we reach the amount set by yourself (possibility to top-up onsite)
- Cash bar – Your guests pay for their own drinks. We kindly ask that they use card and contactless payment methods only.

PAYMENT & DEPOSITS:

A 30% deposit is required on signature of the contract to guarantee the booking. The remaining balance is payable 1-month in advance of your wedding.

FORCE MAJEURE/COVID:

We include a Force Majeure Event clause in our wedding contracts which protects our wedding couples. Please speak to us if you require further details.

COVID UPDATE: NATIONAL LOCKDOWN:

Refund or postponement free of charge - Limit of number of guests.

VENDORS:

While we do have a list of preferred vendors that we work with, we do authorise the use of other vendors providing they send a proof of Public Liability Insurance.

SECURITY:

In accordance with health and safety regulations, for events over 80 guests, one security officer is required per 80 guests (or part thereof) at a minimum charge of £250.00 for 8 hours and £50.00 per hour thereafter. External security is not permitted.





DANCE FLOOR:

We can provide a wooden dance floor (12ft x 12ft) free of charge and it is possible to rent a LED white dance floor (14ft x 14ft) at £500.00.

OPEN FLAME:

We authorise open flame with candles. For any other specific request, please, contact us directly.

CONFETTI:

We do not authorise confetti inside the hotel.

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FOR MORE INFORMATION:

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Wedding Specialist

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