



Party and Events venue in the heart of Kent



15 Old Chatham Road, Blue Bell Hill, Chatham, ME20 7EZ

Tel: 01622 960 140

Email: info@edenwoodplace.co.uk

Web: www.edenwoodplace.co.uk

Edenwood Place is a flexible venue for large events, or smaller intimate gatherings.

With stunning views over the North Downs and a range of spacious, flexible, multi-use rooms, this is the perfect venue for your events.



THE SERVICE

Offering an alternative way to do things.

With our unique and flexible spaces, we are able to accommodate whatever you may need.

Our team of staff and dedicated events coordinator will work with you to create your event, allowing you to get on with the important business of enjoying yourself.

THE SPACES

Whatever your vision, Edenwood Place has a space to compliment. We offer a range of beautiful rooms, terraces and patios.



The Orangerie

This light and airy space allows you to enjoy the beautiful views across the North Downs, whatever the weather.

Vintage and industrial pieces sit amongst luscious foliage and miniature orange trees. This area is suitable for drinks and canapés for 30 guests or intimate seating for around 20 guests.

The Viewpoint Terrace

Featuring a summer house, a tiki bar area and fire pits, alongside stunning panoramic views from three interlinked terraces.

This extraordinary space lends itself to partying under the stars for over 100 guests - or simply a place to relax and unwind.

The Main Space

Our main space has an industrial theme, with statement walls showcasing a beautiful rusted effect.

A spacious area with dark wood floors, this room is perfect for dancing and can accommodate a band. An adjoining marquee doubles the capacity to over 100 guests.

The Terrace Room

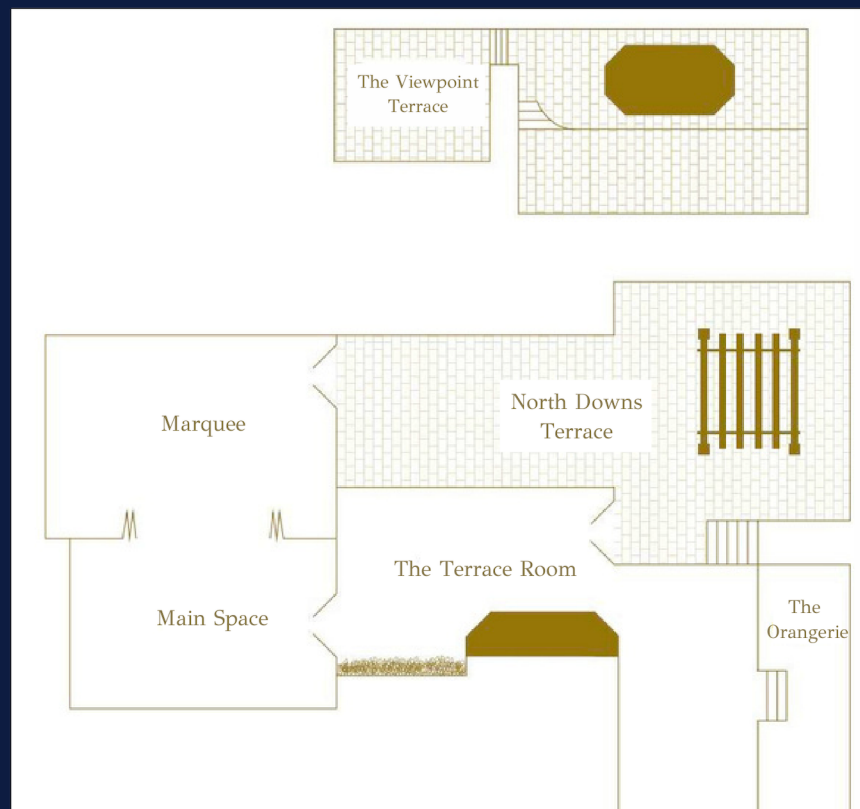
Our beautiful bar area is perfect for hosting a party. Featuring blue and white panelling, sea green paint and a foliage feature wall covered with prosecco glass holders.

The room alone can comfortably accommodate over 100 guests and also has some of the best views from inside the venue.

North Downs Terrace

Available for outdoor events, the North Downs Terrace's gorgeous view speaks for itself.

The outdoor patio boasts olive trees and plants; an idyllic location for enjoying cocktails or a BBQ and watching the sun go down behind the pergola.



WHY EDENWOOD PLACE?



Truly unique

Proud to be different.

With breathtaking backdrops and stunning views, Edenwood Place offers the ultimate picture-perfect venue for your event. We're here to help you make a statement, whatever the occasion, and so if you feel you have an unusual request, just ask.

A dedicated team of staff

On hand to make your day.

We are a family run business with a wealth of experience. We also understand the importance of making your event run smoothly. Our dedicated team of staff are here to deliver a truly personalised experience.



It's all in the details

We have everything you could need.

With a prosecco wall, candy cart, pergola; Edenwood Place is ready to go – all you need to do is to turn up. Alternatively, if you would like to design your own event, our on-site events team are on hand to arrange any additional extras.

Your choice

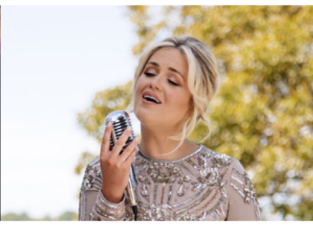
Al fresco or intimate and private.

Edenwood Place boasts both indoor and outdoor function areas. You can choose to hold your party in the main space, The Orangerie, or take in the incredible vistas of the Kent countryside on our North Downs terrace. There are stunning settings throughout the space. We also offer exclusive hire of the entire event space.



PARTY PRICING

AT EDENWOOD PLACE



Effective from 26th February 2024, our prices will be charged at the following rates:
December and Bank Holiday pricing available separately on request.

EVENING VENUE HIRE

JAN - NOV	Monday - Thursday	Friday	Saturday	Sunday
Pricing	£750	£900	£1000	See Hourly Rate
Timings	7pm - Midnight -	7pm - Midnight Option to extend to 1am £150	7pm - Midnight Option to extend to 1am £150	-

HOURLY VENUE HIRE

JAN - NOV	Monday - Thursday	Friday	Saturday	Sunday
Pricing	Available on request	Available on request	£200	£175
Times available	-	-	9am - 3pm Minimum 3 hours	9am - midnight Minimum 3 hours

Booking information:

Please note that bookings include a designated setup period before your event with the option to request additional setup time for an extra fee.

Catering and additional extras are also available, please ask for more details.

Terms and conditions apply.

CONTACT US TO CHECK AVAILABILITY

-  01622 960140
-  info@edenwoodplace.co.uk
-  15 Old Chatham Road, Blue Bell Hill, Chatham, ME20 7EZ
-  www.edenwoodplace.co.uk

To book a viewing
Scan here:





Your Event

All venue hire includes a staffed, private bar and standard tables & chairs set up to support your event.

Your event will be overseen by dedicated security personnel ensuring the health and safety of all our guests.

Additional Extras

We have a wide range of additional options available upon request including:

- Venue hire extension up to 1:00am (Usual closing time 12:00am)
- Welcome Drinks
- Catering
- Prosecco Wall
- Doughnut Wall
- Sweet Cart
- Silent Disco
- Lighting
- Projector
- Children's Play Activities
- Table linen



Recommended Suppliers

We have worked with some fabulous businesses to help create the perfect events.

So, if you are looking for a band, DJ, photographer, venue stylist, or anything else... please ask, as we are more than happy to assist you making your vision a reality.

Our trusted network of suppliers have all previously worked with the venue so know the layout and team well.

Party FAQs

Q: How many guests can the venue accommodate?

A: The venue has a capacity for 250 standing guests. If your event includes a sit-down arrangement, we can accommodate up to 75 sit down guests.

Q. Can I hold a date?

A. Kindly be aware that within this 48 hour window, the reservation remains unsecured until the deposit is paid and the contract is signed. Should another customer express interest and want to pay within this timeframe, we will reach out to you for the first opportunity to confirm your booking. Failure to respond will result in the booking being transferred to the customer prepared to make the necessary booking arrangements.

Q. What are the steps to proceed with booking and making a deposit?

A. We'll forward a venue hire confirmation contract encompassing our terms and conditions, along with a deposit invoice. The deposit amount will vary based on the event type and advance booking period.

You can settle the deposit by BACS into our account details provided

Account Name: Edenwood Events Ltd Account: 37895301 Sort code: 23-05-80

All payments must contain the Invoice reference number in the reference field.

Q. Whats the next steps after securing my booking

A. After you've signed the contract and settled the deposit invoice, your reservation will be confirmed. Following this, the responsibility of planning transitions to you.

We collaborate with exceptional suppliers who can offer assistance throughout this process. Please note we only allow suppliers from our extensive hand picked list to be used at events. If you are looking to bring an external supplier please contact the venue before booking with them.

Our events management team will reach out three months prior to your event to enquire about the progress of arrangements. At this stage we will discuss optional add-ons, pre-order beverages, guest count and discuss your event specifics.

Your event manager will review your information given and issue you with any additional invoices and your Event Order Sheet no later than 3 weeks prior to your event. Subsequently, it will be necessary for you to sign this sheet, confirming agreement with the event's proceedings

Q: Is it possible to make changes to my Event after I've already signed the Event Sheet?

A: Any modifications requested after signing your event sheet must be communicated through your event manager, will be at the venues discretion, subject to the nature of the change, and may incur additional charges.

Q: How many times can I come back to view the venue?

A: You're invited to attend any of our free in-house events, offering valuable insights into how you might wish to configure the venue for your event, we host at least 2 Event Showcases a year.

For scheduled viewings when the venue is unoccupied, after your initial visit, you're automatically given two additional viewings. Your event manager will coordinate these with you. Typically, it's optimal to plan a return visit around 3 months before your event to finalise all details, and the other visit can be arranged with an Event Coordinator. Further meetings can be agreed upon at the discretion of the venue with an additional £40 charge. Viewings at the venue may be rearranged at our discretion if the venue becomes occupied by another booking.

Q. What is included with my booking?

A. Depending on the event type, the Venue Hire will include either a 1 or 2-hour setup window before the event for you or your suppliers for decor or setup if required. Our venue hire also covers pre-event venue support with an event coordinator. Our setup includes our classic furniture arrangement including our wooden square or tressel tables and chairs. Additionally, we provide a dedicated Front of House team to manage the fully stocked bar throughout the evening, offering assistance whenever needed. Furthermore, a security team will be stationed at the front of the venue to address any requirements if needed.

Additional furniture, decorations, cutlery, crockery, etc., will not be provided. There will also be no provision of a coordinator, alteration of music when using Spotify through our sound system, microphone usage, or rearrangement of furniture during the course of the evening. All of this will need to be arranged by yourself through our suppliers.

Q. Do all bookings come with a security guard?

A. For all evening bookings the venue will have a security guard.

For daytime events, if the guest count goes over 50 then a security guard will also be present.

For guest counts in excess of 180 or more, or for use of our Top Terrace, an additional fee for extra staffing will be chargeable. Pricing available from the venue.

Q. Will we have an on the day event coordinator?

A. No, on the day of your event, the team on board will be the Bar/Front of House staff.

Q. How long before can I set up?

A: The setup time depends on your booking specifics. Bookings lasting up to 4 hours will include a 1-hour setup window, while events exceeding 4 hours will be allotted a 2-hour setup period. Note that supplier drop off times must be within the designated set up period which adjoins your booking start time.

Should you require additional setup time, it can be arranged at a rate of £40 per extra hour. Please coordinate this with the venue Events Team at least 3 weeks before the event date.

Q: Are we able to deliver items to you in advance?

A: Unfortunately we cannot accept items before your designated setup time.

Q. When do I need to take my items home? (What happens at the end of the evening?)

A: All items, including but not limited to, gifts, decorations, personal items, and items from suppliers, are to be removed at the end of each event. The venue is not liable for any items left behind. All external suppliers must pre-agree timings for both setup and close down for an event.

Q: Is the top terrace available for use?

A: The top terrace is accessible only upon advance arrangements and additional payment. Please contact our team to discuss further.

Q: Are we allowed to bring our own catering?

A: All arrangements for guest catering must be arranged via our designated caterers. However, items such as cakes, sweets, and food favors can be purchased from our curated list of suppliers.

Q: How can I arrange the catering from the companies you collaborate with?

A: To secure The Smokehouse BBQ Grill or Barn Events Catering for your event, kindly reach out to one of our Event Coordinators via email or phone. Your coordinator will facilitate the connection with them. It's crucial to keep us informed to ensure the seamless transition of your event.

Please be aware that food options, invoices, and payments are handled directly through the catering company and not through Edenwood Place. It's essential to select a caterer at least 6 months before your event date (unless there's a shorter timeframe, in which case, efforts will be made to secure their services on short notice). Finalising food quantities and options must be done with the catering company no later than a month before your event, unless otherwise agreed upon directly.

Q. Can I bring a birthday cake, leave it in your fridge and have it cut?

A. We are unable to store cakes in our venue fridges. Cakes must remain in place for the entirety of the event. However, we will supply a dinner knife for your convenience if you wish to cut the cake yourself.

Q. What forms of payment can we make at the bar?

A. Attendees and hosts have the option to buy drinks from the bar during the event, making payment with a card at the point of purchase, as our bar operates on a cashless basis. Additionally, you have the convenience of arranging and pre-paying for any pre-orders, ensuring they are ready for your guests to enjoy upon arrival. We do not allow on the evening bar tabs, but for added flexibility, we can arrange a pre-paid bar tab with specific purchasing guidelines. All such arrangements must be finalised and paid for at least three weeks in advance.

Q. Can I bring in my own drinks ?

A. None of the guests in attendance are permitted to bring their own alcohol for consumption onto the site. An additional charge will also be payable by the renter should any other alcoholic drinks be found in the possession of guests on our premises. This charge will reflect the full price at the bar (+50%). Please ensure all your guests are aware of this. Any gifts or favours brought into the venue are not able to be consumed on the grounds and charges will apply if this is not adhered to.

Q. Can we have under 18s?

A: Although we don't host parties specifically for 16th, 18th, or 21st birthdays, guests under 18 are welcome to attend your event. Please be aware that we'll request identification from anyone who appears under the age of 25. If we find anyone under 18 consuming alcohol, we'll promptly confiscate the drink and inform them that a repeat offense will result in their removal from the premises, along with the responsible person, either of the individual or the person who bought the drink.

Children under the age of 18 must be supervised by a parent or guardian at all times.

Q. Do you have any noise restrictions?

A: Music externally at the venue must stop by 8pm. Internally, we do have a noise level monitor which we will use throughout the evening and we do ask that the levels are turned down after 11pm to a reasonable level due to the nearby village.

Q: Is there a designated area for me to change during the event?

A: While we don't have dedicated changing facilities, we do have either the bathrooms available or an accessible toilet with ample space that can be used for changing, if necessary.

Q. Are we allowed to have candles?

A: Unfortunately, we do not permit open flames inside the building, except for small birthday candles on a cake during specific timed events. However, there are wonderful flameless candle options available that can provide a similar ambiance without the risk of an open flame.

Q. Can we have fireworks, flares or sparklers?

A: We do not permit fireworks or flares on the premises. However, if it's for a staged photo, sparklers are allowed on the lower terrace. Please ensure all children are supervised during this activity.

Q: Am I allowed to have soft play or a bouncy castle for the young children attending?

A: Absolutely, you're welcome to arrange soft play for the little ones. However, we do not permit bouncy castles or mini cars/scooters inside the venue due to safety reasons.

Q: Is overnight parking available for our guests in the car park?

A: Certainly, your guests are permitted to park overnight in the car park. However, it's essential that they relocate their cars by 11 am the following day. In case of an early event the next day that requires the car park, we will inform you in advance if cars need to be removed earlier than 11 am. If vehicles are not removed by 11am they will be subject to a parking penalty notice.

For any other questions not covered in the FAQs, please contact us at the venue where we will be more than happy to assist.

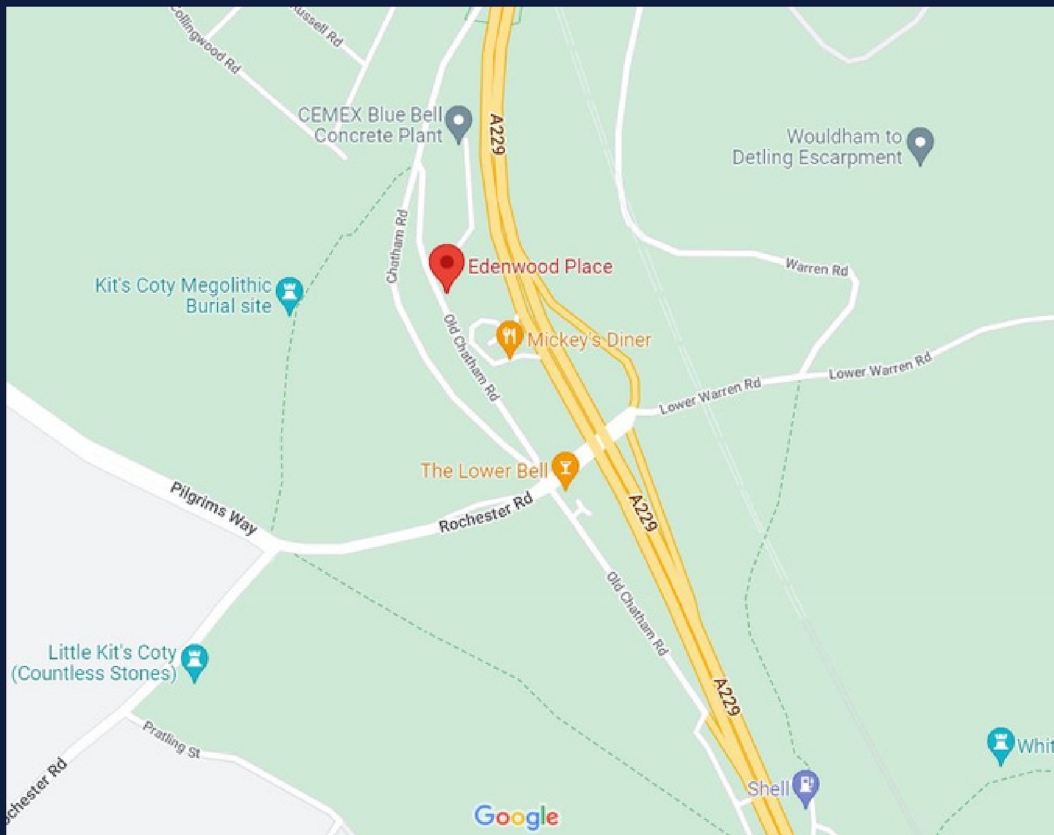
Directions to Edenwood Place for your guests:

Address for Sat Nav :

Edenwood Place, 15 Old Chatham Road, Aylesford Kent ME20 7EZ

What Three Words:

///photo.belong.promising



Directions from South (from Maidstone) of A229:

- Follow A229
- Take the exit toward Sandling/Eccles/Burham/Wouldham (341 ft)
- Go past the Lower Bell Inn across the crossroads
- Turn right onto Old Chatham Road (slightly hidden road)
- Destination will be on the right (0.4 miles)

Directions from North (from Medway) of A229:

- Follow A229
- Take the exit toward Eccles/Burham/Wouldham (0.2 miles)
- Continue onto Rochester Road (436 ft)
- Turn right onto Old Chatham Road (slightly hidden road)
- Destination will be on the right (0.2 miles)

Parking

Edenwood Place has 48 free car parking spaces available opposite the venue. There is parking along the road, however, this is through-access for the Ambulance service and for larger vehicles so we ask that people be aware of this.

Guests attending an event can leave their vehicles overnight should they wish, but these should be collected no later than 11am the following day to avoid a parking ticket.

Vehicles and belongings are left at the owners own risk.