



### About us

London Wildlife Trust champions nature's recovery in London. As a grassroots movement, we are firmly embedded in London's local communities, where we look after wild places and increase people's understanding of and connection to the natural world. We engage, inspire, and enable people to connect with nature and are resolute in our ambition to reverse the declines in nature.

In 1894, the Engine House pumping station and surrounding reservoirs at Walthamstow Wetlands were built to provide London's population with safe and reliable drinking water.

Europe's largest urban wetland nature reserve is now a vital sanctuary to several bird species. In addition to being operationally significant, the Wetlands continue to provide drinking water to over 3 million people in London.

The profits raised from events and venue hire directly support our vital work towards a London alive with wildlife, nature in everyone's neighbourhood.



# Venue Spaces

Surrounded by wildflowers and reservoirs, this architectural gem is locally listed and bursting with industrial heritage character. The Engine House is the perfect venue for wildlife lovers looking for a unique venue.



## Turbine Room

Begin your wedding day in the Turbine Room where we are fully licensed to host weddings and civil partnerships.

Filled with light bouncing off the tiled walls, the Turbine Room offers a space that is unique and full of history to say 'I Do'. The sunbathed room displays subtle hints of character with some original features and machinery still on display.

For smaller daytime weddings, we can also offer this space for your wedding lunch or dinner.

### **Availability**

Daytime: Thursday - Sunday\*

\*The Turbine Room is unavailable daytime Monday-Wednesday due to school sessions taking place.

### Capacity

Ceremony 70

Seated Dinner 50

Standing 120





### Mezzanine

Once your ceremony has finished, invite your guests up to the Mezzanine to enjoy a glass of bubbles and some canapes.

The balcony offers stunning and unobstructed views of our incredible nature reserve and the London skyline. This is also a great time to sneak off around the reserve to capture some unique photographs together or with family.

### Capacity

Standing reception: 100







# Triple Engine Room

Make a spectacular impact with a seated dinner or standing reception in the Triple Engine Room, framed by the heritage wooden panelling and coloured glazing.

For larger numbers, guest seating can extend out onto the external terrace. This space is available as part of the whole venue package.

### **Capacity**

Seated Dinner: 68

Seated Dinner including Terrace: 130





### Boiler Room

Once dinner service has finished, the Boiler Room is the perfect space to dance the night away with your nearest and dearest. You are welcome to invite additional guests and source your own band or DJ.

The Boiler Room can also act as your dinner space for larger numbers, with guests then moving into the Triple Engine Room for dancing. Please note there is an additional charge for this option.

### Capacity

Seated Dinner: 100

Standing Reception: 150





# Order of the Day

To ensure a smooth transition between all elements of your special day, we would recommend the following schedule:

2.30pm Supplier access to the Turbine Room for decorating

4.30pm Guests arrive

5.00pm Ceremony in the Turbine Room

6.00pm Drinks reception on the Mezzanine

7.30pm Dinner in the Triple Engine Room

9.30pm Dancing in the Boiler Room

11.00pm Bar closed

11.30pm Last song

Midnight All Guests Departed



### Hire Rates

### **Ceremony and Reception**

Whole venue 4.30–11.30pm £5,500 +VAT

Whole venue plus one-hour early closure 3–11.30pm £6,000 +VAT

#### **Evening Reception Only\***

\*No access to Turbine Room. Available Thursdays, Fridays and Sundays only (Saturdays available October–March)

Whole venue 6-11.30pm £4,000 +VAT

Whole venue, plus one-hour early closure 5–11.30pm £4,500 +VAT

#### **Ceremony Only+**

+These timings are inclusive of set up and de-rig times. Available Thursdays, Fridays and Sundays only (Saturdays available October-March)

Turbine Room 10am–1pm £1,500 +VAT (Thurs, Fri and Sun)

£1,600 +VAT (Saturdays only)





# Important Info

For couples hosting their ceremony and reception onsite, set up may begin in the Turbine Room up to two hours before the guest arrival time.

Suppliers will have access to the remaining areas of the Engine House once the building is closed to the public.

For couples opting for a ceremony only, the latest ceremony time is 11am.

#### **Furniture**

Our wooden, folding chairs come included in the venue hire fee and can be used for the ceremony and dinner for up to 80 guests.

If you would like to hire alternative chairs for your ceremony and dinner, this will come at an additional cost. Please ask your event planner for more information.

Wooden Trestle Tables: £400 + VAT

Café furniture can be used free of charge.





## Wedding and Civil Ceremonies

If you wish to hold a legal wedding or civil ceremony with us, the process is as follows:

Step 2	Step 3
Give notice of the marriage to the borough in which you are resident	Book your registrar directly with Waltham Forest Council
	Give notice of the marriage to the borough in which you are

### **Useful links**

To register with Waltham Forest registrars, please visit here. Further guidance on marriage & civil ceremonies can be found here.



## More Information

#### **Visitor Centre**

The visitor centre, café and nature reserve are open to the general public seven days a week, from 9.30am until 4pm (winter) and 5pm (summer), and the toilet facilities are shared with event guests during these times.

#### **Wetlands Reserve**

For daytime events, guests are welcome to explore the nature reserve during public opening hours. For security reasons, there is no further access after this time.

#### Music

There is no built-in PA system, so any music will need to be provided by external suppliers. We allow live bands and DJs but ask that they kindly adhere to the sound limit policy, which is 90 decibels. The event manager will monitor levels on the night.

### Security

For evening events and events serving alcohol, we are required by our license to have a member of security staff. This cost is included in the venue hire.



# Catering and Bar Service

Seated Dining Package\*

£38.40pp

Pay-as-you-go

Guests purchase their own drinks. Subject to set-up fees (explained below).

Pre-paid tab

A pre-agreed bar tab is open for guests to choose their drinks. Subject to set-up fees (explained below).

Bar set-up charges+

Up to 50 guests £300+VAT

51-100 guests **£400+VAT** 

101-150 guests **£550+VAT** 

+These fees apply if you are opting for a pay-as-you-go or pre-paid bar service and must be paid in advance. This fee does not include any drinks.

**Arrival Prosecco** 

Half Bottle of Wine & Water

Sparkling Toast

\*Price per head is subject to change with your final requirements. Package includes staffing fees.

#### After Dinner Drinks

Includes unlimited beer, wine, and soft drinks. Glassware and service is included.

One hour £16.50pp

Two hours £22.50pp

Three hours £28.50pp

All prices are excluding VAT

If you require a more premium service, such as tray service, please enquire with your Event Planner for a quote.



# FAQs

#### What decorations can I bring?

You can decorate the interior areas with flowers, candles (in holders), and free-standing props. For environmental reasons, we do not allow balloons, fireworks, or glitter.

### Can my guests use confetti?

Guests may use dried flower petals only. We request that this only be thrown outside the building.

## Can I leave items overnight following the event?

The venue is extremely limited on storage space and is in frequent use, so all items must be taken off-site by the end of the hire time.

### Is there parking?

Yes, there is a large on-site car park available (maximum capacity 68 cars) and a member of security will be stationed on the gate at all times to allow for late arrivals and early leavers. Guests will need to pay for their parking.

### Can I use a Celebrant for my ceremony?

Absolutely! A celebrant is a non-legal person who can conduct your ceremony in a more personal way. They cannot legally marry you, but a great alternative to a registrar if you are planning to legally marry on a different day.







'We wanted to say a huge thank you for providing us with your beautiful venue for our wedding. It was so special being somewhere so familiar that is now one of the most memorable parts of our lives'

- Wedding couple











## Visit Us

A member of our friendly Events Team would be delighted to show you round our spaces at Walthamstow Wetlands.

We are available for site visits Monday to Friday 9.30am-4pm.

Walthamstow Wetlands is located just a ten-minute walk from Tottenham Hale Station and is accessible to wheelchair users.

There is also a large car park available on-site. Parking charges apply.

If you have any queries, please contact the Events Team on <a href="mailto:events@wildlondon.org.uk">events@wildlondon.org.uk</a>

