



THE
GIBBERD
GARDEN

PRIVATE HIRE 2025



@thegibberdgarden

www.thegibberdgarden.co.uk

Marsh Lane, Harlow, CM17 0NA

Charity No. 1053608

Private Hire at The Gibberd Garden

...a magical and special location just for you!

The Gibberd Garden is the ideal venue for private parties and family celebrations, such as wedding receptions, anniversary and birthday parties and more.

It is available for hire on weekend evenings, during the day and evenings on most weekdays, with the exception of Tuesdays and Wednesday afternoons.

The Barn Tea Room provides ample space to seat 44 people for a sit-down meal, or more for a buffet.

The main car park on-site has space for 24 cars and there is ample additional parking in the car park outside the garden.

Events and Wedding Receptions

The period of hire can start as early as 9.00am two days before the reception, which allows for the erection of a marquee; the next day is for decorating the marquee and deliveries.

The hire period ends at 12 noon the day after the reception, to allow for final clearing up.

There is an additional charge of £80 per hour or part thereof, beyond these times.

A member of The Gibberd Garden will be on duty on the day of the reception to support you with caterers, florists and toilets etc.

Most marquee hire companies can advise on the hire of furniture, generators, lighting, toilets and other facilities.

Music must be switched off by 11.00pm and the premises vacated by midnight.

Hirers must collect and remove all of their own rubbish from the premises, as the garden does not have the required facilities to dispose of it.

Fees 2025

- Weekdays: £1,750
- Saturdays: £2,000
- Hourly: £80.00

A non-returnable deposit of £200 is required at the time of booking and the balance is due 14 days prior to the day of hire. Payments may be made in instalments if required.



The hire charge covers the use of the Barn and Garden.

The period of hire begins at 9.00am the day before the reception and finishes at 12 noon the day after the event. Extra time will be charged at the rate of £80.00 per hour.

Music must be switched off by 11.00pm and the premises vacated by midnight.

A non-returnable deposit of £200 is required at the time of booking and the balance is due 14 days prior to the day of hire.

Date of hire:

Name of hirer(s):

Address:

Post Code:

Telephone:

Email:

Payment

Cheque for:

Made payable to:
The Gibberd Garden Trust.

BACS for:

The Gibberd Garden Trust
Sort Code: 30-93-89
Account Number: 00733295

I/we consent to the recording by The Gibberd Garden Trust of this information and to it being held for as long as necessary for the Trust's purposes and I/we understand it will not be passed to any other organisation.

Signature(s):

Date:

**Please complete, sign, scan and return these documents to:
bookings@thegibberdgarden.co.uk**



1. The hirer will indemnify the Trustees from any claims that arise out of the use of The Gibberd Garden during the hire period.
2. The hirer is responsible for the removal of ALL rubbish.
3. Any damage to The Gibberd Garden, sculptures and buildings will be the liability of the hirer and must be paid for.
4. ALL music must be turned off by 11.00pm
5. The premises must be vacated by MIDNIGHT
6. The Trustees are not responsible for any items of equipment or valuables brought onto the premises during the period of the hire.
7. The privacy of the Residents of The Cottage at the entrance of the garden must be respected at all times.
8. Children MUST be supervised by an adult at ALL Times.

I have read and agree to abide by the Conditions of Hire as above:

Date of hire:

Name of hirer(s):

Signature(s):

Date:



Date of hire:

Name of hirer(s):

Address:

Post Code:

Fees

Deposit Paid:

Balance Due By:

I enclose a
cheque for:

I will make
the payment
using BACS.

Made payable to:

The Gibberd Garden Trust.

The Gibberd Garden Trust

Sort Code: 30-93-89

Account Number: 00733295

Signature(s):

Date: