



Duns Castle

Brochure Contents

- **Brochure Introduction**
- **Booking Your Wedding**
- **Wedding Guidelines**
- **Wedding Prices for 2011**
- **Menu Choices**
- **Dining Room Plan**
- **Duns Castle Bedrooms**
- **Holiday Cottages Prices**
- **Estate Leisure Activities**
- **Sporting & Leisure Activities**
- **Estate Map**
- **Directions**
- **Legal Requirements**
- **Credit Card Authorisation**
- **Terms & Conditions**
- **Useful Contact List**

Duns Castle Duns Berwickshire TD11 3NW

Telephone: 01361 883211

Fax: 01361 882015

e-mail: info@dunscastle.co.uk

www.dunscastle.co.uk



Duns Castle

Duns Castle, Duns,
Berwickshire TD11 3NW

Tel: (01361) 883211 Fax: (01361) 882015

E-mail: info@dunscastle.co.uk

Website: www.dunscastle.co.uk

Contact

Mark Slaney

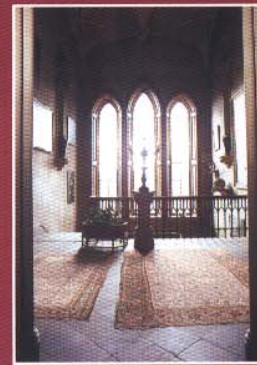
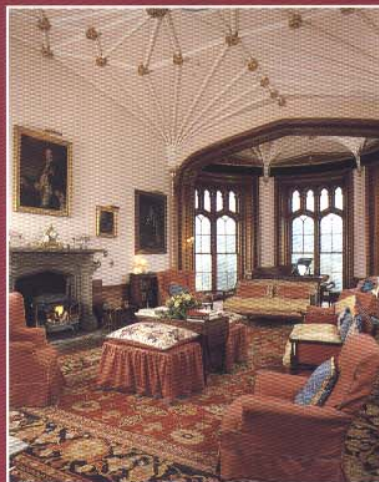
This is a historic six hundred year old Border fighting tower which has been added to over the centuries by the three major Scottish families who have lived there. The present owner Alexander Hay of Duns, married to Aline, descends from the first Earl of Tweeddale who bought the estates of Duns and Drummelzier in Peebleshire in 1696 for his first son by his second marriage, William Hay, who married the Lady Elizabeth Seton, related by ancestry to Mary Seton, the lady-in-waiting to Mary Queen of Scots.

For three centuries the Hay family have made Duns their home, and it is furnished from the 17th Century onwards with paintings and furniture reflecting the rich tapestry of Scottish life since that time, Dutch, French, English and native Scottish. Although modernised to be warm and comfortable the timelessness and serenity of its atmosphere is unique. Guests are welcomed into what is a living home.

The area is full of cultural, archeological and leisure interest and conveniently the house is five minutes from the little town of Duns although totally screened from it. Edinburgh is less than one hour away, (including airport) and for tourism and golf, the east coast towns of Berwick-on-Tweed, Eyemouth, North Berwick and Dunbar are within easy reach.

The main dining room is the principal 14th century chamber, richly panelled and carved. The drawing room looks over landscaped lawns and lake, and there are 1700 acres of fields, woods and hills to roam in. Roe deer, pheasants and ground game are in abundance. Staffing and catering are in-house. There are 12 bedrooms, 10 bathrooms, most ensuite.

Location



HOW TO FIND US

Duns Castle is situated on the outskirts of the town of Duns, in Berwickshire, Scotland. Edinburgh 45 miles, Berwick-upon-Tweed 16 miles, Newcastle 70 miles. Duns Castle can be reached by road from the A165 miles or by rail from Duns. Based on by air and sea from



Duns Castle

Booking Your Wedding

1. Check availability of castle
2. Confirm availability of Minister if having religious ceremony
3. Book castle with deposit (see “Paying For Your Wedding”)
4. Notify Registrar (even if having a religious ceremony)
5. Choose photographer, musicians etc and book directly
6. Tell us how many nights you will require accommodation at Castle and approximate number of guests staying and/or dining.
7. Advise Castle if piper required and contact florist.
8. One month prior to wedding send the Castle:-
 - (a) Final guest numbers and accommodation requirements.
 - (b) List of guests staying in castle with allocated bedrooms
 - (c) Preferred dining times, breakfasts, any lunches and dinners.
 - (d) Chosen menus
 - (e) Whether guests paying own accounts
 - (f) Bar arrangements (account or cash)
 - (g) Drinks requirements etc for wedding
 - (h) Outline itinerary of your wedding day plans
9. Please draw to your guests attention any of our terms and conditions that may affect them.



Duns Castle

Wedding Guidelines 2011

The following is a brief outline of some key matters that you should consider.

- *Establish availability of dates with us, contact Minister and notify Registrar. Confirm reservation with us in writing with deposit.*
- *Choose photographer, musicians, cake maker, etc., as required and book directly.*
- *Allocate castle bedrooms to your invited guests. Please advise them not to come to us with individual bookings unless it is for additional or prior nights etc. Guests who are not staying in the castle or in the holiday houses should be given lists of local bed and breakfast and hotel accommodation so they can secure themselves rooms in good time.*
- *Please make it clear to your guests whether they are staying in the castle with your compliments or if they will need to settle their own accounts upon departure. All castle bedrooms have direct dial phone, hairdryers, toiletries and bathrobes.*
- *Choose menus. Please check if any guests are vegetarian. Provide us with your proposed table plan and guest name place cards. Advise us of names of any vegetarians and where they will be sitting. (We have various possible table plan arrangements – ask for a sketch map.*
- *Decide what drinks you would like served after the ceremony. The castle cellar has a good stock of Champagnes usually including Lanson, Veuve Clicquot, Taittinger, etc. Our House Champagne is £39 a bottle, House Sparkling Wine £20. If you prefer to bring your own corkage is £19 per 75cl for Champagne, £14 for Sparkling Wine and £10 for wine.*
- *Decide on times for the ceremony and dinner*
- *Consider whether you may wish to provide your guests with some entertainment or activities during their stay: we can arrange falconry, archery, clay shooting and quad biking all on the castle estate for example.*
- *Additional services that the castle can provide;*
- *Piper to play before and after the ceremony from £65*
- *A display of Scottish Dancing accompanied by piper as pre-dinner entertainment lasting around 45 minutes £200*
- *Canapés to accompany drinks £7-50 per person*
- *A light lunch of soup, sandwiches, tea & coffee £8 per person*
- *A late evening finger buffet £8-50 per person.*

Valid from 1st January 2010

Duns Castle Duns Berwickshire TD11 3NW

Telephone: 01361 883211

Fax: 01361 882015

e-mail: info@dunscastle.co.uk

www.dunscastle.co.uk



Duns Castle

Wedding Prices 2011

The principal charges for a wedding are a single Facility Fee, a charge per guest for accommodation and a charge per guest for dinner.

The Facility Fee provides your wedding, irrespective of size with the following:-

- Exclusive use of the castle and gardens for up to 2 days
- Complimentary help with planning and carrying through your wedding

FACILITY FEE

(Based on number of guests at wedding reception and dinner)

	HIGH SEASON	LOW SEASON
2-19 people	£,850	£,765
20-39 people	£,1,500	£,1,260
40-60 people	£,1,950	£,1,660

High Season is April to September inclusive and December.

MID WEEK weddings throughout the year are available at Low Season rates.

For weddings over 60 guests you would need to hire a marquee. We do not provide catering or staffing for a marquee so you would need to arrange this directly. Our Facility Fee for a marquee wedding is £,3,000 midweek or Low Season or £,4,000 in the High Season. We provide water & electricity to the marquee and exclusive use of interior of the castle as agreed.

STAYING AT THE CASTLE

The castle sleeps 23 comprising 8 double rooms, 3 twin rooms and 1 single.

All the castle bedrooms are available for the wedding party for 2 nights as required.

However for a weekend wedding there is a minimum accommodation charge of £2,000.

CASTLE BEDROOMS

per person per night £,90-00

Includes full Scottish breakfast.

CHILDREN (under 14 years)

Extra mattress or cot in parent's room and breakfast per child per night £,30-00

Children's suppers £,15-00, Children's dinners £,26-50

Continued overleaf...

Duns Castle Duns Berwickshire TD11 3NW

Telephone: 01361 883211

Fax: 01361 882015

e-mail: info@dunscastle.co.uk

www.dunscastle.co.uk



Duns Castle

Wedding Prices 2011

WEDDING DINNER *per person* £42-00
Includes coffee & chocolates

PRE WEDDING DINNER *with coffee, from per person* £36-00

BAR

We provide a fully stocked and staffed bar. This can either be run as a cash bar or all drinks can be charged to one account. The bar needs to shut by 1am since as an insurance obligation the house alarms switch on at 1.30am and are linked directly to the Police. Therefore by this time we ask that guests have retired to their bedrooms or vacated the castle.

WINE

We have a well stocked cellar and we will send you a wine list but please order your wines as well in advance as you can so we can ensure supply. If you prefer to bring your own wine for dinner we have a corkage charge of £10.00 per bottle. It is not permitted to bring any other wines, spirits or beers into the castle for serving to your guests. As licensed premises we expect to supply all alcohol requirements.

DANCING & MUSIC

We have a downstairs dancing and entertainment area for ceilidh (with sprung dance floor) or for live music or disco, with it's own bar. Please ask musicians not to arrive until after the time you plan to go through to dinner. Inform the castle if meals for musicians are required. There are no facilities for changing other than a cloakroom and musicians should be made aware of this prior to arrival.

FLOWERS

*Duns castle has its own experienced wedding florist Fiona Gourlay
Telephone 01361 883457 E-mail flowersfromfiona@btinternet.com www.flowersfromfiona.com
Please contact Fiona directly for your bespoke castle and wedding flowers arrangements. She will be delighted to discuss and advise on design and colour scheme of seasonal and exotic flowers within your budget requirements.*

*Please see our "Terms and Conditions".
Prices include vat. Valid from 1st January 2011*



Duns Castle

Castle Menu Choices

Guests are asked to please choose one dish from each course for the whole party with a vegetarian option if relevant. We are a private house and we regret that we are unable to cater for multiple choices at table. Our emphasis is on good quality, relatively uncomplicated but imaginative Scottish, freshly prepared food.

BREAKFAST is a traditional hot cooked buffet with tea, coffee and toast service at table.

DINNER is three courses with coffee and chocolates.

First courses

Local Hand sliced smoked salmon with salad and horseradish or dill sauce and lemon.

Homemade Castle Pate – game or chicken liver

Venison /Pheasant Terrine

Baked smoked or fresh Haddock or crab soufflé (max 30 persons)

Fresh salmon fillet with horseradish cream

Dressed Eyemouth Crab served in shell

Warm Sole or Haddock fillet or prawns in light mustard sauce

Homemade mushroom, lentil or carrot soup

Stuffed Stilton pears with pesto or avocado (in season) sauce

Tomato, Basil and feta cheese salad.

Mixed green salad with pine nut kernels, Parmesan cheese and balsamic dressing

Main courses

Hot poached salmon in white wine and tarragon sauce

Supremes of chicken with mustard and whisky with a cream sauce optionally stuffed with haggis vegetarian haggis or pate.

Roast venison, Pheasant or lamb, traditionally prepared.

Roast Beef Fillet - £2.50 pp extra per person

Medley of local fish (salmon, haddock, prawns)

Duck breast with orange marinade

Roast Pigeon, Partridge or Woodcock (subject to availability)

Beef Olives in rich vegetable sauce

Ratatouille & Pine nuts in a filo basket

Cashew and Caboc or goats cheese quiche

Stuffed beef tomatoes or peppers (olives, rice, mushrooms, cheese, herbs)

Nut Roast with tomato coulis

Potatoes; Dauphinoise, Roast, New, Boiled, Sauté

Vegetables; seasonal to choice

Desserts

Summer pudding (blackcurrant, redcurrants, blackberries, strawberries, raspberries)

Warm fruit sponge with Muscavado cream (apple/bramble/blackcurrants, redcurrant, gooseberry/plum)

Chocolate meringue ice-cream gâteau.

Lemon meringue pie

Home-made Hot Syrup sponge (chocolate/lemon/ginger)

Sherry trifle.

Meringue Pavlova with seasonal fruit

Crème Brulee with poached fruit (peaches, pears, summer fruits, cherries)

Home-made ice-cream in dark chocolate cup (ginger, chocolate, or lemon) in liqueur

Chocolate or Lemon Torte

Cheese and biscuits £4-75 extra per person

Duns Castle Duns Berwickshire TD11 3NW

Telephone: 01361 883211

Fax: 01361 882015

e-mail: info@dunscastle.co.uk

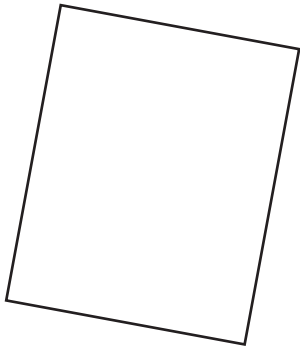
www.dunscastle.co.uk

Dining Room Plan

WINDOW

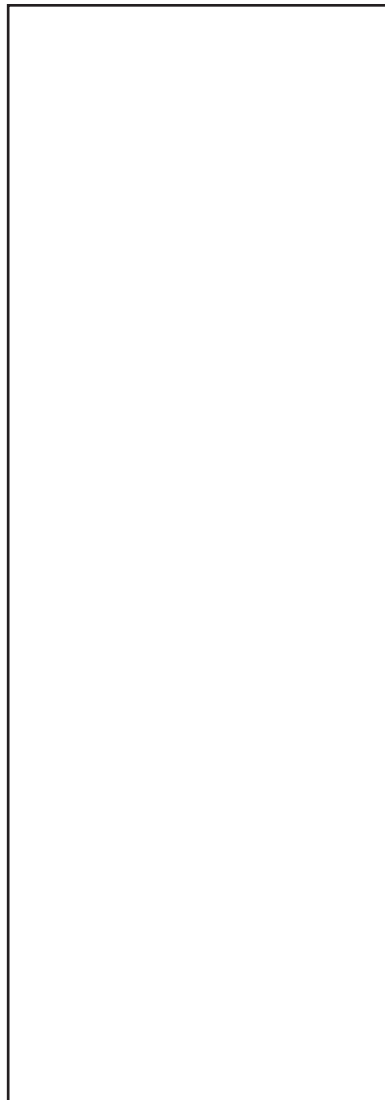


Ten People maximum (67" x 54")

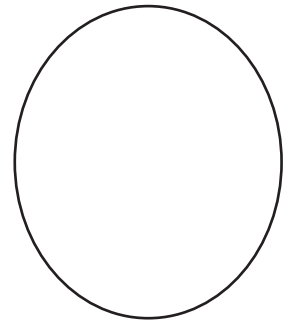


Six People maximum
(29" x 48")

**F
I
R
E
P
L
A
C
E**

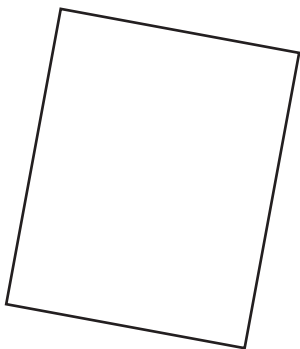


Twenty Four People
maximum (246" x 59")



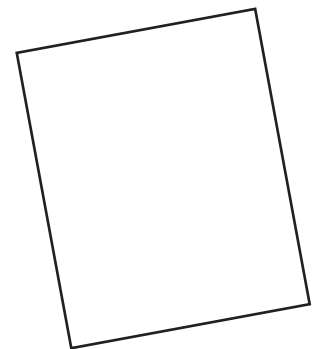
Eight People maximum
(52" diameter)

**W
I
N
D
O
W**



Six People maximum
(29" x 48")

DOOR



Six People maximum
(29" x 48")

**W
I
N
D
O
W**



Duns Castle

Duns Castle Bedrooms

The Tower

Blue Tower	-	Double, En-suite
Yellow Tower	-	Double with private bathroom across landing

2nd Floor

Blue Four Poster	-	En-suite. The original Laird's bedroom, ideal bridal room
Blue Dressing Room	-	Double #
White Four Poster	-	En-suite
Pink Four Poster	-	Double #
Pink Dressing Room	-	Double #
Green Dressing Room	-	Single ~
Green Four Poster	-	Double ~
Yellow Twin	-	Twin, En-suite

Mezzanine Floor

Russet Twin	-	Twin with private bathroom across corridor
Pink Twin	-	Twin, En-suite

these bedrooms share the same corridor bathroom

~ these bedrooms share the same corridor bathroom

The public rooms are situated on the 1st floor

The Mezzanine Floor is situated between the ground floor and 1st Floor

The Tower bedrooms, with magnificent views are reached by a stone spiral stairway of a further 21 steps above the 2nd Floor.



Duns Castle

Holiday Cottage Charges For Castle Wedding Parties 2011

Our cottages are available at the following rates to our wedding parties. These rates for a 2 night minimum stay include linen, towels, fuel and breakfast at castle.

St. Mary's	£960 (10 people)
White House	£576 (6 people)
Carriage Mews	£480 (5 people)
Azalea Cottage	£384 (4 people)
Coach House	£200 (2 people) £240 (3 people, NB walk through single bedroom to double room)
Pavilion Lodge	£200 (2 people)

These prices are applicable throughout the year, except from Friday of the third week of July to the first Saturday in September inclusive.

At these times the cottages are only offered for weekly self-catering lets at High Season's rate (price on application). Short breaks of 3 or 4 nights may only be made subject to availability and booked only within one month of the desired date. One night stays are only available in low season, October to May inclusive.

Deposit 50% of booking value.

Full refunds only if properties re-let, 50% of deposit refunded if 20 weeks notice of cancellation given.

Cheques payable please to "Duns Castle Estate".



Duns Castle

Estate Leisure Activities

- Clay Pigeon Shooting** Book directly through us and pay us directly.
For 11 people or less £294
For 12 – 20 people £347
This provides for around 2 hours shooting, using one gun
With instructor, trapping and cartridges included.
- Off-Road driving
Using quadbikes** Check availability of estate woodland with us initially for
the proposed day then book and pay through Ronnie
Dale and advise us of what you have planned.
Ronnie Dale 4x4 Driving School
T:- 01361 840244
W:- www.ronniedale4x4.co.uk
M:- 07831122110
Whiteburn, Abbey St Bathans, Duns, TD11 3RU.
In addition to the price quoted by Ronnie Dale there
is a woodland hire fee of £294 which is payable directly to
Duns Castle Estate.
- Archery** Book and pay directly through MacKenzie Sport.
T:- 0131 334 5049
E:- macksports@blueyonder.co.uk
W:- www.macksports.co.uk
Advise us of your plans. No extra charge if you have
already paid castle facility fee/exclusive use fee.
Around £160 per half day for group with instructor.
- Croquet & Tennis** Available at no charge for guests staying in castle.
Please advise us of your wish to play in advance.
- Falconry** Book and pay directly through Jed Forest Falconry
T:- 01835 840393
M:- 07904495708 or 07951047941
E:- falconryscotland@lineone.net
W:- www.falconryscotland.co.uk
Advise us of your plans. No extra charge if you have
Already paid castle facility fee/exclusive use fee.
Displays from £240 and rates for small groups.



Duns Castle

Sporting & Leisure Activities

- Duns Castle Estate** The castle lies in 1700 acres of parkland and woodland. Much of this is a Nature Reserve. There are five holiday cottages on the estate, the largest of which has five bedrooms.
The castle and its gardens are not open to the public but may be enjoyed by guests staying at the castle.
- Estate Activities** By arrangement we can offer the following: tennis, croquet, clay pigeon shooting, field archery, paintball, falconry and off-road 4X4 instruction.
- Golf** Duns golf course 18 holes, one mile away, 01361.882194
Dunbar golf course. 20 miles away. 01368.862317
Gullane golf course. 40 miles away. 01620.842255
Hirsel golf course. 12 miles away. 01890.882678
- Swimming** Duns swimming pool. 1 mile away. 01361.883397
Pools also at Berwick and Dunbar both within 30 minutes.
- Walking** Coastal cliff walks and beach walks within 30 minutes.
Southern Upland Way 15 minutes away.
Fine hill walking all around with Ranger led walks available.
Border hills average 1500 ft with many summits over 2500ft.
- Fishing** Salmon fishing on Tweed and tributaries, also trout fishing.
- Horse-riding** Westertoun Riding Centre, Westruther, Gordon. 01578.740270
Ferniehurst Riding Centre, Jedburgh. 01835.863279
Haggerston Riding Centre, Berwick. 01289.381237
- Taxi/Car Hire** Eric Robertson taxi/mini bus/coach hire 01361.882340
- Stately Homes** Bowhill, Floors Castle, Manderston, Mellerstain, Abbotsford and Thirlestane are all within one hour's drive.
- Edinburgh** By quiet roads through beautiful scenery just over one hour or by Train from Berwick up the coast in two stops.
- Tourist Board** www.visitscottishborders.com

Duns Castle Duns Berwickshire TD11 3NW

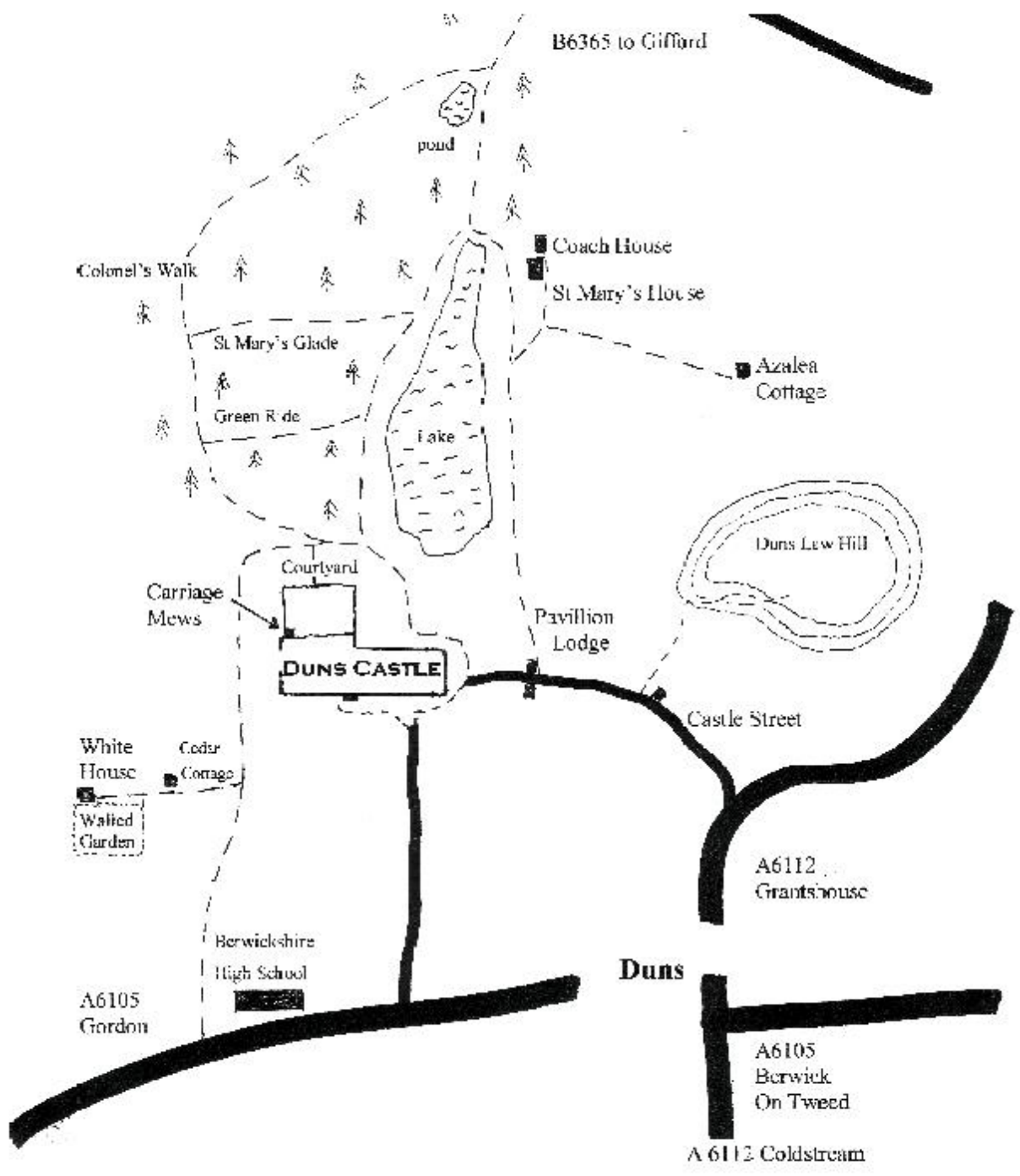
Telephone: 01361 883211

Fax: 01361 882015

e-mail: info@dunscastle.co.uk

www.dunscastle.co.uk

Duns Castle Estate Map





Duns Castle

Directions

FROM EDINBURGH (INLAND) (avoid this route in snow, take A.1)

City by-pass (ring-road) south

A 68 (to Jedburgh) through Dalkeith to Carfraemill.

Left at Carfraemill roundabout turn left onto A697 (to Coldstream) for 10 miles then turn left onto B6456 to Westruther & Duns. Turn left to Duns.

Entrance to Duns Castle is on the left passed the old Berwickshire High School through stone arched gate way.

FROM EDINBURGH (COASTAL)

City by-pass (ring-road) south

A.1 (to Berwick Upon Tweed) past Dunbar, past Torness Power Station and past Cocksburnpath then turn right at Granthouse onto A.6112 to Duns

Turn right at The Horn Pub T junction follow road. Entrance to Duns Castle is just before the old Berwickshire High School through stone arched gateway.

FROM SOUTH (NEWCASTLE & EAST COAST)

A.1 to Berwick Upon Tweed then exit left onto A.6105 to Duns.

In Duns turn right at roundabout by Aitchison's Garage.

Follow road. Entrance to Duns Castle is on the right hand side next to the old Berwickshire High School through stone arched gateway.

FROM SOUTH (CARLISLE & WEST COAST)

M.6 to Carlisle then exit onto A.7 (to Galashiels)

A.7 through Hawick and Selkirk almost to Galashiels

At Roundabout turn right onto A6091 to join A.68 (stay on by-pass to avoid Melrose)

At A.68 roundabout turn left for Edinburgh.

Exit A.68 right at Earlston onto A.6105 to Duns. At Greenlaw turn right at the T junction by river then first left to Duns.

Follow road. Entrance to Duns Castle is on the left hand side passed the old Berwickshire High School through stone arched gateway.

Duns Castle Duns Berwickshire TD11 3NW

Telephone: 01361 883211

Fax: 01361 882015

e-mail: info@dunscastle.co.uk

www.dunscastle.co.uk



Duns Castle

Legal Requirements For Marriage 2011

Both parties to the marriage have to complete Marriage Notices Forms (M10), which are available from any Registration Office in Scotland, or downloaded from www.gro-scotland.gov.uk, or posted to you on application to:

Duns Registration Office, 8 Newtown Street, Duns, Berwickshire, TD11 3DT. Tel: 01361 886110

Or by email Registrar.duns@scotborders.gov.uk

These have to be submitted to the Duns Registration Office, no more than 3 months and no less than 15 days prior to the date of your wedding. These must be accompanied by the appropriate fees, birth certificates, and any other relevant documents. Ideally, this should be done about 8 weeks beforehand, to allow adequate time to process them.

If you are subject to Immigration Control, and do not hold a Home Office Certificate of Approval or have settled status in the UK (endorsement in your passport), you will have to obtain a marriage visa from a British Embassy or Consulate in the country in which you are resident. You may wish to seek advice from The Home Office, London, whose web address is www.ukvisas.gov.uk

Religious Marriage

Fees for a religious ceremony are £60.00 for Giving Notice, plus £9.00 for each copy of your Marriage Certificate requested.

Civil Marriage

Fees for a civil ceremony are £60.00 for Giving Notice, plus £9.00 for each copy of your Marriage Certificate requested. A ceremony fee is also payable and information on this will be available from the Registrar.

An additional £27.50 is levied for civil ceremonies booked as follows:

- Monday to Saturday from 5pm onwards
- Sunday ceremonies
- During the Christmas and New Year holiday period
- Bank Holidays

It is possible to personalise your ceremony with readings and music which have no religious content. The Registrar will be happy to discuss this with you.

It is with regret that we cannot permit lit candles below head height.

Alcohol may not be served in the room, or area, where the ceremony is to take place, in the hour prior to the ceremony commencing, and during the ceremony itself.

Please also be aware that your booking is for a fixed time, and that the Registrar will expect the bride's arrival to be consistent with this. We do allow for the traditional 5 to 10 minutes delayed arrival of the bride, but any longer and this could impact on any other ceremonies.

Duns Registration Office is open Monday to Friday, 0930 to 1230. Please telephone 01361 886110 during office opening hours, to make an appointment.

I hope you have found this information helpful, and I look forward to discussing your requirements in the near future.

Carol M Armstrong
District Registrar

Duns Castle Duns Berwickshire TD11 3NW

Telephone: 01361 883211

Fax: 01361 882015

e-mail: info@dunscastle.co.uk

www.dunscastle.co.uk



Duns Castle

Credit Card Authorisation Mandate

PLEASE COMPLETE FULLY & FAX TO +44 (0) 1361 882015 OR POST BY RETURN
(ACCOMPANIED BY PHOTOGRAPHIC ID -PASSPORT/DRIVERS LICENSE- IF POSSIBLE.)

CARD HOLDER'S DETAILS (where statement is sent)

FULL NAME:

ADDRESS:

Postcode/Zip:

Tel.:

Date of visit:

To Duns Castle /St. Mary's House/ The Coach House/ Azalea Cottage/Carriage Mews/Pavilion Lodge/ The White House/ Bellevue Crescent Edinburgh (please delete as appropriate)

CREDIT CARD DETAILS - VISA OR MASTERCARD ONLY

Card Type:

Card Number:

Start date:

Expiry Date:

Last 3 digits on security strip:

Name of cardholder:

DECLARATION

I confirm that I am the holder of the credit card whose details are listed above.

I authorise a payment of £

(In words-

GB pounds only)

To be charged to my said Credit Card by Duns Castle Estate .

Signed

Print Name

Date

Duns Castle Duns Berwickshire TD11 3NW

Telephone: 01361 883211

Fax: 01361 882015

e-mail: info@dunscastle.co.uk

www.dunscastle.co.uk



Duns Castle

Terms & Conditions

Bookings are charged at the rates applicable to the year in which the wedding booking is to take place rather than the year in which the reservation is made. However we will discount our rates by one calendar year for bookings made 2 years or more in advance. (ie: a booking made in 2007 for 2009 will be charged at 2008 rates)

Cancellation:-

With more than eight months notice will mean a forfeiture of 50% of any deposit paid.

With between four and eight months notice will mean a forfeiture of all deposits paid.

With less than four months notice will mean a forfeiture of all deposits paid and we will be due a payment by yourselves of 60% of the total value of your booking (facility fee, accommodation and meals) less your deposit.

In the event of a reduction in numbers of more than 25% of guests booked to stay and/or dine at the castle with less than 8 weeks notice, we reserve the right to charge 60% of the value of lost revenue. However any reasonable alteration to numbers with fair notice may not be charged for, unless this is within 36 hours of arrival, in which case all original numbers will be charged for.

Under Scottish law, from March 26th 2006, smoking is not allowed in Duns Castle.

We regret that we cannot take any pets including dogs in the castle or on the castle grounds.

Guests should not bring their own meals or drink into the castle please except by arrangement.

Parents are requested to take responsibility for their children with respect to alcohol consumption whilst staying at the castle and observance of licensing laws.

Whilst children are welcome in the castle and encouraged to enjoy the grounds, parents are asked to supervise their children as appropriate. The castle, by its nature as a privately owned historical building is not suited to the very young unless under careful parental supervision.

For security reasons private photography in the castle public rooms and grounds is restricted and guidelines must be observed.

Continued overleaf...

Duns Castle Duns Berwickshire TD11 3NW

Telephone: 01361 883211

Fax: 01361 882015

e-mail: info@dunscastle.co.uk

www.dunscastle.co.uk



Duns Castle

Terms & Conditions

Commercial Photography: *it is the responsibility of the Bride and Groom or the organiser of any group booking that hires a photographer, that the photographer submits to the castle for approval any photographs of the castle interior he/she proposes to publish on their commercial website.*

Damage: *we reserve the right to charge the cost of any substantial damage/breakage up to the limit of the excess on our insurance policy, which stands at £,500. Our insurers will reserve the right to examine the circumstances and claim if warranted the full extent of the damage from the person responsible.*

Guests should vacate their bedrooms by 11am on the day of departure. Bridal couples are welcome to store their things in the main hall and depart later in the day if they wish and if it is convenient with us. Other guests may also remain in the public areas by agreement.

Duns Castle is a private house and not an hotel and so any last minute requests for extra meals/snacks may not always be able to met. Please try to plan ahead for your expected needs.

It is an insurance obligation that the castle security alarms are switched on at 1.30am and these are linked directly to the Police. It is necessary therefore that all guests have retired to their bedrooms by 1.15 and guests not staying overnight have left the premises by this time.

Duns Castle can accept no liability for cars parked on the castle grounds or their contents.

To book Duns Castle please sign these terms and conditions and return to us with your deposit and keep a photocopy for your records. Your booking is only considered confirmed on receipt of the signed terms and conditions and deposit.

Please ensure that your guests are familiar with our Terms and Conditions as appropriate.

Name _____

Signature _____

Date of signature _____

Date/s booked to stay at Duns Castle _____

Duns Castle Duns Berwickshire TD11 3NW

Telephone: 01361 883211

Fax: 01361 882015

e-mail: info@dunscastle.co.uk

www.dunscastle.co.uk



Duns Castle

Useful Contact List

Ministers:

Church of Scotland

Interim Minister is Kenneth Walker The Manse, Castle Street, Duns, TD11 3DG
01890 817102
01361 883755

Church of Scotland

Rev Donald Gaddes 01361 883172

Episcopal Church

Rev Ken Webb 01361 882209
ken.webb@homecall.co.uk

Registrar:

Mrs Carole Armstrong & 01361 882600
Mrs Lesley Stone (Assistant) Registrar.duns@scotborders.gov.uk
Scottish Borders Council,
8 Newtown Street, Duns.
Or
carmstrong@scotborders.gov.uk

Roman Catholic:

Father Bath 01835 862426 (Jedburgh Parish) or
01450 372037 (Hawick Parish)

Christian Spiritualist:

Rev. Mrs Glynis A.H.H.Dailly 0131 666 9059