



# Your wedding at Château Gassies

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Château Gassies

Congratulations, we are delighted that you have chosen to spend your special day at Château Gassies.

You have your venue chosen and the date saved, but what should you do now?

Here is some advice on how you can ensure simple and smooth running of your big day.

# Next steps



Now you have your date, you might want to consider contacting our exceptional partner caterers to ensure they have the date available also. The caterer will provide you with a tailored quote that will include the welcome drink, the cocktail and the evening dinner. They can also provide a quote for the evening before and the Brunch day. The caterers will supply the linen, tableware, glassware and cutlery. Once you have successfully chosen your caterer they will offer you a tasting session... the fun part!

Château Gassies will provide you with a site coordinator that will be your person of contact within our team and also present during your wedding. However, as we are not Wedding Planners, we would highly recommend that you work with one. We have a selection of wonderful florists on our partners page that can offer you plenty of expertise and exquisite designs. The flowers you choose for the wedding day can be reused for the brunch the day after.

After dinner I'm sure you would like to dance the night away. Whether it be a band or a DJ, we have multiple agencies that are waiting to help find the exact style you'd like. As a reminder the evening must finish by 4am. Please choose your caterer, DJ/music group and Wedding Planner from our list of partners. [Click here to see our list.](#)

It's your big day, so you can choose the timings that are most suitable to you. As a guide the typical order of events are as follows;

- ~ Your guests are welcomed to the Château with a welcome drink
- ~ The ceremony commences
- ~ Cocktail hour, perhaps followed by group photos
- ~ Your guests make their way to the Charles X reception hall for dinner and dancing

To avoid any complications, we advise you to pre-book transportation for your guests including the return journey. We can recommend shuttle services. Guests are equally welcome for the first evening as well as your Brunch day. If you are planning to organise transportation for a group, please ensure that you book a bus with a maximum capacity of 28 passengers, as larger vehicles are not permitted on the Château grounds or to park on the main road in front of the gate.

For guests that won't be staying at the Château, we can suggest these hotels as nearby accommodation. [Please click here to discover our partner hotels and their special offers for your guests.](#)

Before you say “I do”, here are some things to consider when planning each stage of your events at the Château.



### **The night before the wedding**

Guests are welcome to celebrate the evening with you at the Château in the Orangerie courtyard. For a more intimate evening or if the weather is cooler you can make use of the Orangerie for up to 40 guests. Available for a supplement you can use the private château pool for up to 60 guests. There are BBQs located near the guesthouses, please feel free to use these. You will find charcoal at nearby supermarkets. We will provide tables and chairs. Please organise the tablecloths and tableware.

### **Your Wedding Day**

#### **The Welcome Drink**

- ~ This can be held at the Calèche or Orangerie courtyard or the Oak Grove
- ~ Drinks & drinkware are supplied by your caterer

#### **The Ceremony**

- ~ You have the choice of using the Oak Grove or one of the covered courtyards.
- For a supplement, the Central Garden is available
- ~ Chairs are supplied by Château Gassies
- ~ We have a choice of two arches, one round, one oval, a lectern and easels available to use
- ~ If speakers are used, they must be turned towards the private château pool (i.e. south facing)
- ~ Biodegradable confetti or flower petals are permitted, only in the grass areas
- ~ Lanterns and balloons must not be launched (as we are not far from a flight path)

#### **The Cocktail Hour**

- ~ This can be held on the West Terrace, or if you prefer some shade, the East Terrace. In case of rain we have the Orangerie courtyard
- ~ Brass instruments are not permitted outdoors. If speakers are used, they must be turned towards the private château pool (i.e. south facing)
- ~ Meats or hot foods can be served on the gravel area below the West Terrace, not on the terrace itself
- ~ We have 20 chairs and 6 high-top cocktail tables available for you

### **The day following the wedding**

- ~ You can comfortably welcome your guests at the Orangerie courtyard for a brunch, tables and chairs are provided by us
- ~ Your caterer can offer a brunch option to complement their service. You also have the option to hire another provider, such as a food truck, for example

#### **The Evening Reception - *In the Charles X reception room***

- ~ Furniture are provided by Château Gassies such as round and rectangular tables, white Napoleon style chairs, easels for your welcome sign and table plan
- ~ Your caterer can provide cutlery, tableware, glassware, tablecloths and napkins
- ~ A night bar can be organised via your caterer, indoors only
- ~ Live bands, DJs and music are welcomed until 4am / Music is limited to 90dB
- ~ You can organise evening entertainment
- ~ The caterer is in charge of cleaning the room after the party (e.g. from 4am to 5am) after which the hall will be locked by the security guard who be present from the cocktail hour until the end of the evening

# The Accommodation



## Welcome and Check-in

- ~ The happy couple is invited to check in from 2pm on the day of arrival
  - ~ All other guests are welcome to check-in from 4pm
- (these times may change depending on your signed quote, please refer to it)*

## Breakfast & Catering

- ~ A French breakfast is served daily, from 9am ~ 11am, in the Orangerie (*Fresh baguettes, pastries, homemade jams, fruit, tea, coffee and fresh orange juice*)
- ~ Guests staying in the guest houses may also use their kitchens to prepare additional breakfast items such as eggs or bacon. You and your guests are welcome to stock-up the fridges with snacks (Fruit, cheese, bread, water bottles, etc...)
- ~ Wine & Champagne can be stored in the coolers provided in the caterer's kitchen. Please note that the caterer's kitchen is closed daily from 7:00pm, except on the wedding day.

**[Click here for details about our Wine & Champagne offer.](#)**

## Towels & Linen

- ~ In each room you will be provided with two sets of towels, one set for the bathroom and the other that can be used in the gym, spa and swimming pool
- ~ There is light housekeeping provided in the suites and the guesthouses' kitchen
- ~ Bedsheets and towels are changed from your 4th night, however bedsheets can be changed upon request at an additional charge of 30€

## Amenities

- ~ The guest pool and sports facilities are open daily from 9am ~ 7pm. The pool is available for external guests for pre-planned events
- ~ The guesthouses each have a hairdryer, a washing machine and a coffee machine. Please remember to bring ground coffee or coffee pods (Nespresso)
- ~ The suites each have a hairdryer, coffee machine and kettle. Water, coffee and teabags are replenished daily
- ~ Irons and steamers are available in each of the guest houses and in the shared corridor outside the suites

# The Château and its grounds



## **Parking & Vehicle Regulations**

- ~ Guests are welcome to park in the designated car park
- ~ Driving inside the park or parking along the main alley is strictly prohibited unless expressly authorized by Château Cassies
- ~ A maximum of two camper vans or one RV may stay overnight in the car park. Please inform us in advance if you plan to do so
- ~ Electric charging stations are available at a rate of 50€ per night. Make sure to bring your own adaptors
- ~ Kindly avoid sounding your horn when arriving at the château

## **Guest Comfort & Facilities**

- ~ Smoking is strictly prohibited in all suites, guesthouses, and indoor areas. Please use the ashtrays provided around the estate and do not discard cigarette butts on the ground
- ~ Guest toilets are available in the reception hall, by the pools, and between the courtyard buildings
- ~ In case of rain, umbrellas are readily available for your use
- ~ Children must be supervised at all times around the pool and should be accompanied by an adult when exploring the estate grounds

## **Insurances**

- ~ The Client is required to subscribe to a liability insurance covering the risks associated with the rental of the premises and its furniture. Please provide Château Cassies with a copy of the certificate of insurance.
- ~ Each vendor working at the château during your stay must provide a certificate of professional liability insurance. The château's partner providers have already submitted this certificate, so you do not need to request it from them.

## **Some reminders**

- ~ Live acoustic music or soft background music is permitted outside, limited to 70dB. For the Brunch day we allow background music, limited to 60dB. Amplifiers are not permitted, a speaker can be provided by Château Cassies.
- ~ Each service provider - outside of our list of partners - must be approved by the Château. Please inform us of the list of vendors as early as possible. You are allowed up to three technical visits with your service providers for your preparations.
- ~ Château Cassies provides all its furniture without decoration or tablecloths

# Our furniture



x150 White Napoleon Chairs  
with white cushions  
(For use in the reception room only)



x30 Rectangular tables :  
183 x 76cm - 75cm height  
(unclothed)



x17 Round tables  
178cm diameter - 75cm height  
(unclothed)



1 Round arch Ø185 & 1 oval arch 2m40 x 1m15  
(non-flowered)



x6 Barrels



x2 Wooden easels



Parasols x6 - West Terrace  
Parasols x3 - Orangerie Courtyard



x100 Garden chairs



x200 Ceremonial chairs



x6 High-top cocktail tables  
Ø75, 108cm height (unclothed)



Garden lounge set  
x2

# The Role of Château Gassies' Site Coordinator



## ✓ What your Château Gassies' site coordinator will help you with.

Château Gassies' coordinator will be available throughout your stay to ensure everything runs smoothly.

They will welcome you and your guests on arrival with our golf cart and guide you through the check-in process (security deposit, image authorization form, and inventory).

The coordinator will:

- ~ Show guests to their rooms
- ~ Coordinate with all vendors and ensure on-site guidelines are respected
- ~ Be available daily from 9am to 7pm at the front desk to assist with guest questions, taxi bookings, and printing

On the wedding day, they will:

- ~ Welcome guests at the château entrance and manage the guest list
- ~ Remain at the front desk until everyone is seated for dinner
- ~ Clear ceremony chairs and cocktail furniture (if provided by us)

On departure day, they'll assist with our golf cart and taxis if needed.

## ✗ What is not included in the Château Gassies site coordinator's role.

Please note that the Château Gassies site coordinator is not a wedding planner. Their role is to assist with all matters related to the venue and ensure smooth logistics on-site, they will not handle event planning or setup tasks.

While our team is here to support you throughout your stay, certain setup tasks are managed by your wedding planner or designated helpers (such as your bridesmaids, groomsmen, friends, or family). This includes:

- ~ Arranging furniture for the welcome dinner, ceremony, reception, and brunch
- ~ Setting up your decorations
- ~ Bringing any tools or materials needed for the setup (e.g. string, tape, containers)

We provide all the necessary furniture (tables, chairs, etc.), but setup and styling should be planned in advance with your coordinator and carried out by your planner or helpers. If you're using a food truck instead of a caterer, we especially recommend organising a few extra hands to help with setup.



# Contact

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