

LINLITHGOW   
BURGH   
HALLS 

# Evening Celebrations

1 April 2024 - 31 March 2025



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Linlithgow Burgh Halls, The Cross, Linlithgow, West Lothian, EH49 7AH

[www.linlithgowburghhalls.co.uk](http://www.linlithgowburghhalls.co.uk)



## Evening Celebration Package: £750

Based on 100 Guests

### Prior to the Day

- ▶ A final meeting with you two weeks prior to the day to go over final details and timings
- ▶ A detailed schedule and timeline for your event
- ▶ First point of contact of call for any questions from suppliers
- ▶ Oversee set up of the venue
- ▶ Liaise with and co-ordinate suppliers
- ▶ Smooth over any last minute changes

### On the Day

- ▶ Access to the venue from 6pm until 1am Friday and Saturday (12am Sunday-Thursday)
- ▶ Event Co-ordinator
- ▶ Up to 4 bar staff on the night
- ▶ Cake stand and cutting knife
- ▶ Choice of chair covers and table linen
- ▶ Mood lighting
- ▶ Starcloth backdrop
- ▶ LED Dancefloor
- ▶ Evening buffet of hot filled rolls

### Add On's

- ▶ Additional guests up to 120 - £10pp
- ▶ Choice of Prosecco or beer for arrival drink - £5pp

Prices valid from April 2024 to March 2025. Prices from April 2025 are subject to change.

To arrange a viewing or reserve a date please contact us at  
Tel: 01506 282720 or email: [burgh.halls@westlothian.gov.uk](mailto:burgh.halls@westlothian.gov.uk)