

COLLECTIVE



Weddings

Weddings at Collective



Collective is a charity and centre for contemporary art on Calton Hill, Edinburgh. We offer private dry hire of our historic City Observatory site for unique hilltop weddings.

All income from hires directly supports our programme of visual arts and events.

Our home is central to Edinburgh's UNESCO World Heritage Site. This special place, rich in history and architecture old and new, offers versatile, intimate spaces for weddings, elopements and receptions – all set against a backdrop of panoramic views for a unique ceremony and stunning photographs.

This series of packages will guide you through what we can offer. Please keep in mind that we also offer bespoke hire options, and would be happy to discuss more specific needs to make your day personal.

Please note: Our venue operates on a dry hire basis, so costs quoted do not include room decoration, catering services, or additional furniture hire. Couples are required to work with a professional wedding planner to help coordinate their special day. We are pleased to provide a list of our trusted and recommended planners to assist with your arrangements. Running order times are provided as a guide only, and guest numbers do not include the couple, celebrant, or photographer.



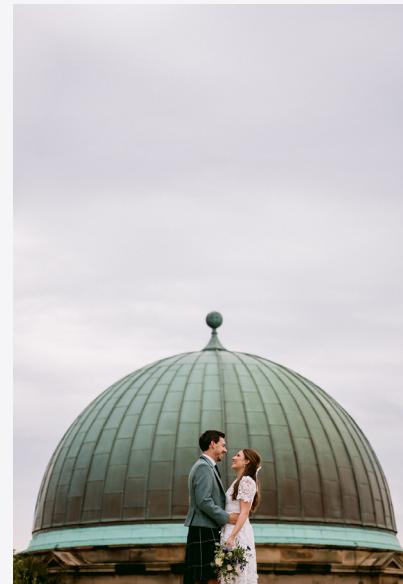
Observatory Ceremony & Reception

Exclusive use of whole Observatory and Viewing platform for an intimate wedding. Private ceremony for up to 30 guests seated or 50 standing, followed by drinks reception in the Observatory and on the Viewing Platform.

10am	Access to Observatory to decorate and set up space.
12pm	Guests begin to arrive. Opportunity to have a look around our galleries and grounds.
1pm	Guests take their places for the ceremony. Use of Library, with views across Firth of Forth, for signing wedding documents.
2pm	Drinks and canapes served in the Observatory or on the Viewing Platform. Time for entertainment and photographs.
4pm	Carriages.
5pm	Set up removed and hire closed.

Duration	7-hour hire
Guests	30 seated or 50 standing
Before 5pm	£3,999+VAT
After 5pm	Price on application

City Dome Ceremony & Reception



Private ceremony for up to 40 guests seated, or 60 standing, followed by drinks reception. The City Dome is primarily used an exhibition space and therefore its availability is extremely limited. Due to its exclusivity, if you are particularly interested in this venue, our events team will be able to advise when it is available to hire for weddings over the next year.

10am	Access to City Dome to decorate and set up space.
12pm	Guests begin to arrive. Opportunity to have a look around our galleries and grounds.
1pm	Guests take their places for the ceremony.
2pm	Drinks and canapes served. Time for entertainment and photographs. For a private outdoor space, the Viewing Platform can be hired in addition to the City Dome.
4pm	Carriages.
5pm	Set up removed and hire closed.

Duration	7-hour hire
Guests	40 seated or 60 standing
Before 6pm	£3,999+VAT
Additional Viewing Platform hire	£600+VAT
After 5pm	Price on application

Library Ceremony & Reception



Library ceremony followed by drinks & canapes for up to 10 guests.

10am	Access to Library to decorate and set up space.
12pm	Guests begin to arrive. Opportunity to have a look around our galleries and grounds.
1pm	Guests take their seats for the ceremony.
2pm	Drinks reception and canapes served in the Library or on the Viewing Platform. Time for entertainment and photographs.
4pm	Carriages.
5pm	Set up removed and hire closed.

Duration	7-hour hire
Guests	10 seated
Before 5pm	£1,225+VAT
After 5pm	Price on application
Availability	Monday - Thursday only
	Additional Viewing Platform hire £600+VAT

Other Information

Accessibility

All of our buildings and paths are accessible to wheelchair and mobility scooter users, though please bear in mind that there are limitations to accessibility in some of our historic, listed buildings. A disabled toilet and baby changing facilities are available in the Observatory and we will provide access to these facilities for events in the City Dome. Assistance dogs are welcome. Please see our website for full access details.

Booking

To secure your booking, we ask for 50% of the venue hire fee as a deposit. The remaining balance is then due two weeks prior to the event. Further information is outlined in our T&Cs which will be shared with you upon a booking request.

Capacities

The capacities stated in the packages are guest numbers only and do not include the couple, celebrant or photographer. All guest capacities stated are the maximum permitted at the venue.

Catering

We are proud to work with a selection of pre-approved caterers, including our onsite partner Cafe Calton. A full list of these can be found on our supplier list. Please note we only allow preapproved operators to ensure we deliver the best service to our guests.

Furniture

For smaller weddings, we have a small selection of furniture available for use, including chairs and tables. For larger weddings or for any specific requests, we will coordinate the hire of furniture on your behalf to suit the event's requirements. We charge a 20% admin fee for this which will be added to your final invoice.

Accommodation

Our onsite accommodation, Observatory House, is the perfect hilltop retreat to escape to after your wedding. For more information, please get in touch. Subject to availability.

Recommended suppliers

We have a list of recommended suppliers which will be shared with you upon enquiry. This includes endorsements for wedding planners, celebrants, florists, entertainment, photographers and hair & beauty, who can help you create an incredible event.

Set-up & take-down

Our buildings are dry hire and open to the public on a daily basis. We require that all set-up and take downs happen on the day of the event and should fall within the duration of your booking by the hirer or designated supplier.

If either are likely to require longer than your allotted time, it is possible to extend the hire time for an additional fee. For more information on dry hire please refer to our FAQ document. Collective has a zero-waste policy and you are therefore required to arrange the removal of any decorations or waste produced during your event.

Staffing

Couples are required to work with a professional wedding planner to help coordinate their special day. Please note you and your suppliers will be responsible for delivering your wedding, as Collective offer venue hire only. Security is required for any events that finish after 9pm.

Technical equipment & lighting

We have a small selection of technical equipment available to hire for an additional fee, details of which are available upon request. For anything beyond our offer, it is your responsibility to source and ensure it meets the health and safety regulations specified in our T&Cs.

Viewings

Our venue is unique and we highly recommend arranging a viewing with our events team prior to booking. Upon booking, your hire fee includes one further visit to run through the specifics of your event. For any viewings in addition to this, you may be subject to an additional fee.



FAQs



Accessibility

Q: Are all of your venues accessible?

A: All of our paths are accessible to wheelchair and mobility scooter users. All of our new buildings are fully wheelchair accessible, however a number of buildings at Collective are hundreds of years old and there are limitations to their accessibility.

The City Observatory has a 10cm step at the entrance which is ramped but may require assistance for wheelchair access. [More access information can be found here.](#)

Q: Where are the accessible toilets located?

A: An accessible toilet and baby changing facilities are available in the Observatory, and we will provide access to these facilities for events in the City Dome and elsewhere around the site.

Buildings

Q: Can I hire the whole site?

A: If you have an idea for a bespoke private event that utilises the whole of our walled site, we'd be delighted to discuss options with you. Price upon application.

Q: Can I hire a combination of buildings and outdoor spaces?

A: Yes.

Q: Can I hire Cafe Calton?

A: Yes. Cafe Calton can be hired for exclusive private use and special events. The restaurant seats up to 40 people. If you are interested in hiring Cafe Calton in conjunction with another building, we will coordinate availability.

If you would like to hire Cafe Calton only, our team will put you in touch with them. Please note that this only includes use of the cafe and their terrace space. For use of our wider grounds including the Viewing Terrace, please contact Collective.

Catering

Q: Can I bring my own catering?

A: Due to health and safety regulations, only caterers we have existing relationships with are permitted to cater events at our venue. Wedding cakes are an exception to this.

Q: Do you offer BYOB?

A: Yes, but for a glass of fizz only. Glass flutes are included in the additional BYOB fee, and will be available for your party to set up and pour. Please note that this is self-service only; we do not provide waiting staff. Due to our alcohol policy this option is only available for up to 1 hour, and for sparkling fizz only. No other alcohol can be self-served. Please ask us for more information.

Q: Do you provide glassware and linen?

A: We can organise the hire of glassware and linen on your behalf. We charge a 20% admin fee for this which will be added to your final invoice.

Decorations

Q: Does Collective decorate the venue?

A: No. All decorations need to be organised by the client and set-up within the duration of the hire. Once the event is finished, the area should be returned to the state it was found in. We welcome clients to organise for florists to drop off and decorate on the day of the event.

Q: Can I drop things off or set-up the night before?

A: As our buildings are open to the public on a daily basis, all set-up and take-down is required to happen on the day of the event and should fall within the duration of your hire. If either is likely to require longer than your allotted time, it is possible to extend the hire time for an additional fee.

We have minimal storage on site. If you wish to drop things off during opening hours the day before, the equivalent of two shoeboxes is permitted. If you would like to arrange access to drop off more than this, or drop things off after 5pm, then we can arrange access for an additional fee. Collective is not liable for anything left at the venue overnight.



Q: Can I leave things after my event to collect at a later date?

A: We have minimal storage on site. If you wish to leave anything after an event to collect the next day, the equivalent of two shoeboxes is permitted. If for whatever reason you are unable to collect your belongings at the arranged time, it is essential you inform the Trading Coordinator as soon as possible. Collective is not liable for anything left at the venue overnight.

Q: Am I allowed to throw confetti?

A: Yes, but please only use a natural and biodegradable product like rose petals or leaves (no bird seeds or rice).

Q: Can I use real candles?

A: Yes, but the candles must be in a tall and stable container/ vase, where the flame is set a few inches below the top. No naked flames are allowed.

Q: Will Collective clear away any rubbish or leftover decorations?

A: Collective has a zero-waste policy and you are therefore required to arrange the removal of any decorations or waste produced during your event. We encourage recycling, re-using or ethically disposing of any waste. Please liaise with your supplier on waste removal, as we are unable to allow large items in our main bins.

Q: Can the telescopes/pillars be removed from the Observatory? Can I cover them up?

A: The telescopes and pillars cannot be removed. If you wish to bring something to your event to screen them, please discuss this with our team, as telescopes are historically significant, so any covering/screening will need to take this into consideration.

Q: Can I attach things to the wall?

A: Nothing that will permanently alter or damage the walls is permitted. We recommend command hooks and strips to adhere anything to the wall without the use of nails or screws.



Film & Photography

Q: Can I take photographs during my hire?

A: Yes, personal photography (including wedding photography) and filming is permitted during a venue hire.

If you are conducting a professional shoot without a hire, Collective has a separate application form that you'll need to fill out. We charge a fee for professional photography based upon the size of the crew and the duration of photography/filming. No drones are permitted on Calton Hill.

No filming or photography should block paths or access around the site.

Furniture & Equipment

Q: Does Collective provide furniture?

A: For smaller events, we have a small selection of furniture available for use, including chairs and tables. For larger events or for any more specific requests, we will coordinate the hire of furniture on your behalf to suit the events requirements. We charge a 20% admin fee for this, which will be added to your final invoice.

Q: Does Collective provide electrical equipment?

A: We have a small selection of technical equipment available to hire for an additional fee, details of which are available upon request. For anything beyond our offer, it is your responsibility to source and ensure it meets health and safety regulations specified in our T&Cs.

Planning

Q: Is there any wiggle room in the capacity of the venue? Please can I squeeze a few more people in?

A: The guest capacities stated in our packages are the maximum permitted within the spaces.

Due to health and safety regulations, there is no flexibility in this. Please note, our capacities are for guest numbers and do include the couple and their celebrant.



Q: Does Collective provide staff for the event?

A: Due to the unique nature of our buildings and site, couples are required to work with a professional wedding planner. We are pleased to provide a list of our trusted and recommended planners to assist with your arrangements.

Collective will provide operational staff to manage the dry hire on the day. For a whole building hire, this will usually be a Duty Manager, plus another member of staff. Please note that Collective staff are there to help ensure the venue and the spaces are clear for use by your suppliers and guests. Collective staff are there to support but not to deliver the event. Collective will ensure your room is ready to hand over to a supplier.

Any staffing in addition to this would be subject to an additional fee, for example, if you require someone to manage a cloakroom. For events with catering, in most circumstances our catering partners will organise the staffing of any event and the fee for this will be added to your catering bill. Security is required for any events that finish after 9pm. Collective will arrange this on the client's behalf and add a late access fee to the final invoice.

Q: Can you guarantee the privacy of my event?

A: We will guarantee the safety of all events and ensure that any venue or outdoor area hired remains for private use and we will communicate to the public when buildings are closed.

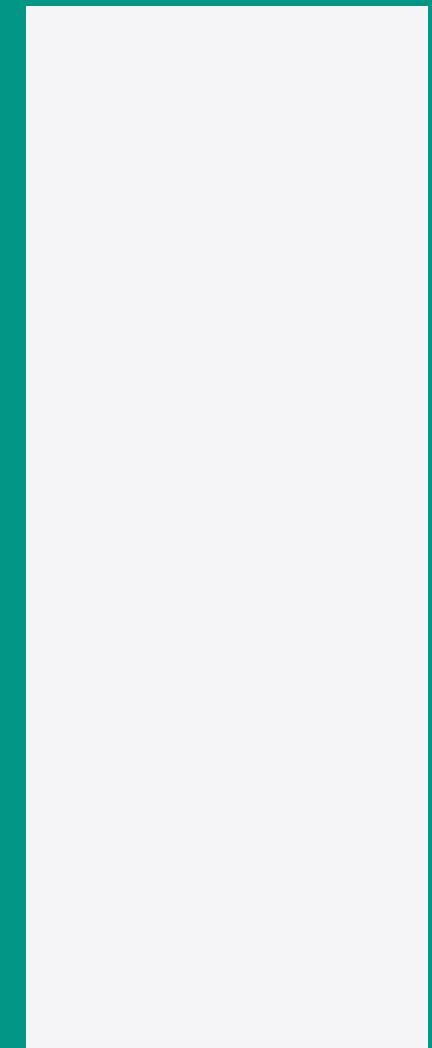
Our site is a tourist destination in a public park and is open to the public on a daily basis. It is therefore highly likely people will be able to see that an event is occurring. If you're envisioning an event in a secluded location, this probably isn't the venue for you!

Q: Can I bring my dog/pet to the event?

A: Only Assistance Dogs are permitted within our buildings.



Notes



Photography credits

Laura & Paul
Camilla & Armando
Maya & David

Gilly Harry
Claire Fleck
Emma Lawson

Get in touch

Our team are here to support
you as you plan your wedding.

Contact us
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About Collective
collective-edinburgh.art

