

Dear Excursion Organiser,

With fascinating exhibitions and displays, peaceful surroundings, an excellent café and a well-stocked gift shop Hartlebury Castle is the ideal destination for group visits.

The Castle has been home to the Bishops of Worcester for over 1000 years. In recent years the Hartlebury Castle Preservation Trust has re-developed the site, opening new areas to visitors, thanks to a generous grant from the Heritage Lottery Fund. Today a visit to Hartlebury Castle includes a chance to explore the south wing of the Castle which was previously the Bishop's Palace and learn more about the history of the Castle and the people who used to live here. Visitors can also discover the State Rooms including the magnificent Medieval Great Hall and the Georgian Saloon, and on Tuesdays and Bank Holidays visitors are also able to view the Hurd Library.

In the north wing you can enjoy the fascinating displays and exhibitions which make up the Worcestershire County Museum. The Museum houses a diverse collection of objects including toys, domestic items, beautiful costume, craftwork by the Bromsgrove Guild and a host of horse-drawn vehicles including a very special collection of gypsy caravans. We also have room sets such as the Scullery, Schoolroom and Nursery which bring history to life within the walls of the Castle. Our galleries explore the history of our fascinating county through themes such as archaeological finds, the county's agricultural history and the social history of Worcestershire in the 1950s.

Outside visitors can enjoy a tranquil moat side walk, explore the Old Moat Coppice nature reserve or stroll around the Castle's Carriage Circle. Hartlebury Castle's Café serves a range of tasty, homemade meals and snacks with a discounted menu for groups, and we also have a lovely gift shop selling cards and gifts

For visiting groups we offer coach parking, special group menus in the Café, and free entry for your coach driver. **General group visits** can be easily arranged during our normal opening hours. We also offer **Special Tours of the Hurd Library** or of the **Museums Worcestershire Collections Centre**.

If you wish to make a booking, please complete the attached enquiry form and return it to us. We will get back to you as soon as we can to discuss or confirm arrangements.

We look forward to welcoming you soon.

The Hartlebury Castle Team



Options for Group Visits

General Visit – Hartlebury Castle & the County Museum

Group Visits to Hartlebury Castle can take place during our normal opening times, Tue-Fri (10am-5pm) and weekends (11am-5pm), between 1 Feb and 23 December.

Group visits cost £11.90 for adults and £10.35 for concessions, which allows access to the Bishops House, State Rooms, County Museum and Grounds. To receive these discounted prices your group must be a minimum of 10 people and your visit must be pre-booked.

Private Group Visits to the County Museum can also be arranged in an evening (£12 adults, £10 concessions, minimum 25 people). Please contact us to discuss availability.

Special Tour – Hartlebury Castle Library

The Hartlebury Castle Preservation Trust also offer private tours of the impressive Hurd Library and other parts of the Castle for pre-booked groups. These cost £16.50 per person and include access to the whole site. For availability please contact HCPT directly events@hartleburycastle.com

Special Tour – Museums Worcestershire Collections Centre

Museums Worcestershire can provide a special behind-the-scenes tour of our Collections Centre for pre-booked groups. The Collections Centre is located within 2 miles of Hartlebury Castle and contains thousands of objects which we are unable to display in our museums. Collections Centre tours cost £8.75 per person and must be booked for a minimum of 8 people. Why not make it a full day out and combine a Collections Centre tour with a visit to Hartlebury Castle?

Hayley's Kitchen

If you tick the box to say that your group will require catering or refreshments during your visit we will pass your details to the Café who will contact you to make arrangements. If there is anything you wish to speak to the Café about before submitting your enquiry form they can be contacted on 01299 251901 or by email to hnicklin@outlook.com

Group Visit Enquiry Form:

Name of Group/Society

Main contact name, address, phone number and email address

Date of visit – please propose up to three dates for your visit, in order of preference
(note: we are closed on Mondays)

Arrival time

Departure time

Please tick if you will require use of the Café

Where did you hear about us?

Type of Visit	Price	No. of people in group	Total to Pay
General Visit (adult)	£11.90		
General Visit (concession)	£10.35		
Evening Museum Visit (adult)	£12		
Evening Museum Visit (concession)	£10		
MW Collections Centre Tour	£8.75		
		Total Price	£

Signed

Date

Please return this form **at least two weeks** before the proposed visit to **Worcestershire County Museum, Hartlebury Castle, Hartlebury, Nr. Kidderminster, Worcestershire DY11 7XZ** or email to museum@worcestershire.gov.uk

After receiving your completed enquiry form we will contact you to discuss or confirm your visit.