



**DfC**

Department  
for Communities  
[www.communities-ni.gov.uk](http://www.communities-ni.gov.uk)

## Carrickfergus Castle Wedding\* Photography

# Application

Please ensure this application is submitted at least **15 working days before** the requested activity date.

**All late applications are subject to the following administrative charges in addition to other relevant cost:**

- Applications submitted 14 - 10 working days before the activity date will incur £25 administrative charge
- Applications submitted 9 working days or less before the activity date will incur £50 administrative charge

This may not apply to current affairs and news crews or filming which promotes the activities of the Department. All charges are levied at the Department's sole discretion.

\* Please note that all references to 'wedding' refer equally to civil partnerships.

### APPLICANT & REPRESENTATIVE DETAILS

Names of couple

Address

Postcode

Telephone/Mobile

Email

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Name of the Representative

**Note:** This is the person responsible for organising the room. This person must ensure they are contactable on the day of the activity if required.

Telephone/Mobile

## MAIN DETAILS

Please state the purpose of your booking

Wedding photographs only

**All areas**

(Max 15 people - Bridal Party only, maximum booking 2 hours)

**Restrictions:**

No confetti is permitted anywhere on site

No alcohol is permitted anywhere on site

Carrickfergus Castle is a public site, therefore no areas of the Castle can be closed off for wedding photography and no furniture can be moved

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Date(s) and time(s) required

Activity date

Activity time

From - to

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**PLEASE SPECIFY THE NAME AND ADDRESS OF INDIVIDUAL/COMPANY/  
ORGANISATION TO BE INVOICED**

Name

Address

Postcode

Email

**BEFORE YOUR ACTIVITY CAN BE APPROVED, PLEASE CONFIRM THAT YOU  
UNDERSTAND AND AGREE WITH THE FOLLOWING**

- Any additional requirements or changes to the booking must be sent to the Castle Management no later than 10 working days before the activity
- Charges apply for this activity
- I will be required to bring a signed hard copy of DfC's Activity Licence with me for the duration of activity
- The information you supply to us will be held ONLY for administrative purposes of processing your application, we may hold this information for up to 5 years. We will not supply it to any third parties.

**SIGNED BY APPLICANT**

Name

Position in organisation

(if applying on behalf of organisation)

Application date



To help communities to enjoy and realise the value of the historic environment.

Completed application forms should be submitted to:

**Carrickfergus Castle Management**

Carrickfergus Castle  
Marine Highway  
Carrickfergus  
BT38 7BG

**Tel: 028 9335 1273**

**Email: [carrickfergus.castle@communities-ni.gov.uk](mailto:carrickfergus.castle@communities-ni.gov.uk)**

**Web: [www.communities-ni.gov.uk/topics/historic-environment](http://www.communities-ni.gov.uk/topics/historic-environment)**