

# COVID-secure Funerals at Lauderdale House

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Your safety and wellbeing are our top priority when you come to visit Lauderdale House, and so, as a COVID-secure venue, we have created this guide to explain what we can offer for you and your guests, that is both legal and safe.

## What are the rules under the current tier system?

- You can hold a **funeral service** for a maximum of **30 people** (staff are not included).
- You can also host a **wake** for **15 people**.
- You should still **socially distance** from people unless you live with them or have formed a support bubble with them.

## Can I hold a funeral at Lauderdale House?

In light of the current government restrictions, we are pleased to offer to hold a funeral/memorial service in the following formats:

- A formal **seated funeral service** (with or without the coffin), led by a humanist celebrant, religious leader, family member or friend for **30 guests**.
- A memorial, celebration of life or **wake for 15 guests**, which can include **food and refreshments** in a **seated restaurant style** with socially distanced 'bubbles'.

## How are we keeping you safe?

- Complying with the Government's 'Test and Trace' system
- Extra regular cleaning
- One-way system
- Taking temperature upon arrival
- Welcoming you with hand sanitiser
- Designating toilets for your event
- Table service if refreshments are being served
- Your own entrance
- Good ventilation

Due to the current restrictions, it is now necessary to have **two stewards on the day** to ensure your guests' safety. Our **park location** also means people can go outside for some

fresh air depending on the weather. Please visit our website for more information on our COVID-19 precautions.

### How much will it cost?

We understand how hard it is for everyone at the moment, and have therefore **reduced the fee hire by 50%, to £175 per hour**. We can accommodate funeral services, wakes or both.

	Example Timings	Costs
<b>Service Only (4 hours)*</b> 3 hours + 1 hour preparation on a previous day.	<b>10:00</b> Setup (1-hour setup time on the day includes, cleaning, prepping and setting up the room). <b>11:00</b> Coffin arrives <b>11:15</b> Guests arrive and are seated <b>11:45</b> Service begins <b>12:45</b> Service ends <b>13:00</b> Venue cleared	Room hire: 4 hours (inclusive of 2 hours setup time) x £175 per hour = £700 Stewarding fee: £90 per steward x 2 = £180 Cleaning fee: £165 Total = £1,045
<b>Wake Only (4 hours)*</b> 3 hours + 1 hour preparation on a previous day.	<b>11:30</b> Setup (1-hour setup time on the day includes, cleaning, prepping and setting up the room). <b>12:30</b> Guests arrive <b>13:00</b> All guests seated & refreshments served <b>14:15</b> Food stops and guests begin to depart <b>14:30</b> Venue cleared	You can add additional hours at £175 per hour if you wish to spend more time.

**\*Please note that we require an additional 1-hour setup the day before the event to allow for the organisation of your bespoke socially distanced seating plan. We will need the guest list and corresponding households/support 'bubbles' in advance.**

### Equipment you can use:

- Our **PA system and microphone** (and microphone covers) for speeches.
- Our **projector** and projector screen for slideshows/films/video calls.
- **Easels** for photo displays.

Please ask a member of our events team if you require any of the equipment mentioned above on the day. Additionally, if you are interested in **live streaming** the event, please let us know and we'll do our best to help you with the organisation.