

Glasshouse Hire for an Event

Frequently Asked Questions

- **How much will it cost to hire a Glasshouse?**
All charges are detailed in the [Book of Charges](#).
- **How do I make a booking?**
You should contact LES Sales on 0141 287 5918. A £50 non-refundable deposit is required to secure your booking
- **If it is a nice day, can I use an outdoor area as part of my event?**
No. The hire only covers the Glasshouse. If you want to use any area in the park or gardens you will need to apply for '[Permission to Use](#)'.
- **Can my guests visit the People's Palace while at my event in the Winter Gardens?**
Not unless there has been a prior arrangement made with Glasgow Life. Contact 0141 276 0789 to discuss requirements.
- **Is there parking available?**
There is very limited parking available. All vehicles are parked at the owner's risk.
On-street parking is available close to the venues.
- **Can I bring in my own caterers?**
Yes, but it should be noted that for all Winter Gardens bookings, the designated caterer is Encore Hospitality Services who have the exclusive rights to provide the catering. If you want to bring in your own caterer, there is a charge payable to Encore.
- **Is there anything I need to make my DJ/band aware of?**
Only electrical equipment that has been PAT tested and has the certificate available for inspection can be used on the premises.
Smoke /fog machines are not allowed
Music must stop at 12 midnight for The Winter Gardens and Queen's Park Glasshouse and 10.30pm at the Kibble Palace, due to there being houses nearby.
- **Can I have a LED dance floor?**
Yes, as long as the company providing the floor has Public Liability Insurance, Risk Assessments and Method Statements covering the work.
N.B. Dancing is not permitted in the Kibble Palace.
- **I've got some children coming along to my event. Can I bring in a bouncy castle for them to play on?**
Yes, but only small bouncy castles or other types of inflatables are allowed and there must be adults supervising the children at all times. You should ask your supplier to provide the

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following documentation – PIPA or ADIPS certificate, Public Liability Insurance and a Risk Assessment as we will want to see these before the day of your event.

- **Can I leave items after my event and collect them the next day?**
There are no storage facilities.
- **Can I have balloons?**
Helium balloons are not allowed due to the problems of retrieving them from the very high roof if they get loose. You are welcome to have balloons that are not filled with helium.
- **Can I use candles for decoration?**
No. Only small candles on birthday cakes are permitted. There are now battery operated candles which you can use instead.
- **Can I put up banners?**
Yes, as long as you use non-marking fixative.
- **Can I use your ladders to put up my decorations?**
No. The use of ladders, ours or yours, is not permitted. You aren't allowed to stand on chairs or tables either to put up decorations.
- **Can I use fairy lights to decorate?**
Yes but they must be battery operated. If you want to put them amongst the plants you must speak to a LES member of staff and get guidance on where to put them first.
- **Can my Wedding Photographer get access to the gantry to take photos?**
No.
- **Can I have confetti at my wedding?**
Yes, but its use should be confined to the tiled flooring area so that it can be easily cleaned up.
- **My 14 year old daughter would like to have her birthday party in the Glasshouse. Is this OK?**
No. Parties or similar events for 12-18 year olds are not permitted.
- **Can I come and have a look round?**
Yes. Phone 0141 276 1476 for the Winter Gardens and Queen's Park Glasshouse or 0141 276 1614 for the Botanic Gardens and we'll arrange for someone to be there to answer any queries you may have.