



5 April 2017

Anthony Hall,
Darlington Registry Office,
Backhouse Hall,
Bull Wynd,
Darlington,
DL1 5RG

Dear Anthony,

Further to our recent discussions, I would like to proceed with the planning application to license our outdoor pagoda for wedding ceremonies.

I am aware that I need to go through the licensing process and I would like to proceed with obtaining the relevant licenses, which would enable couples to get married in our outdoor area.

I understand that the pagoda needs to be licensed for 6 people in order for the ceremony to take place. Please could you accept this letter as a formal request. If you would like any further information please let me know and I will be only too happy to assist.

Yours Sincerely

Rachel Swain Director





