

Policy on Student Formal Hall Tickets (updated after the Joint Committee November 2023)

A. Student Bookable Non-Subject Formal Halls and Postgraduate Formal Halls

Formal dinners in Newnham College are private events and there must always be a Newnham host present to entertain a guest.

1. Students may [purchase three tickets](#); one of which must be for themselves.
2. The Newnhamite must attend as host to their guest.
3. College Swaps (exchange nights) are permitted when organised via the JCR and MCR Committee or Ents Officers. Please discuss with the Catering Operations Manager (catman@newn.cam.ac.uk) the date and number (usually maximum 15-20) before the start of each term and they will reserve the spaces, and then you will need to inform catering of dietary requirements.

B. Formal Dinners to which you are invited by Newnham College

Formal dinners such as Matriculation Feast, Half-Way Hall and Subject Formal Hall are by named invitation only.

1. You will receive an email with the invitation. Please follow the instructions in the email on how to reply/indicate you will be attending the dinner and the date by which this should be done.
2. If you have indicated that you can attend but later find you cannot or become ill, please inform the person who sent the invitation. You may **not** ask someone else to take your place.
3. You may **not** sell on or swap the invitation/seat at the dinner.

C. Booking Tickets

1. An email will be sent to all students telling them when Formal Hall tickets will be released on the booking system.
2. The [booking system](#) goes live. This will be on a Monday at 8am for halls in the following week.
3. Students may book tickets using the rules above.
4. Only Postgraduate students may book for Postgraduate Formal Halls.
5. Students are billed through their College Bill.
6. Students are allowed to take half a bottle of wine each to the meal.
7. There is no corkage to pay at the door.
8. Be in College Hall by 7:15 pm to allow enough time to check you in and collect dietary cards if needed.
9. Gowns to be worn.

D. Other information regarding Formal Halls

1. Attendees are very welcome to take photos at the table during the meal, but please refrain from walking round to chat to or photograph other friends until the end of the dinner.
2. For events in College Hall with a table plan, the Duty Catering Manager will highlight the table and seat for any individuals with a declared food allergy to the staff working. It is therefore important that those attending events **do not swap seats without informing the Duty Catering Manager**.
3. For events held in College Hall without a table plan, individuals will be able to collect an allergen card, to put in front of their place setting on the table, to identify them as having an allergen to the staff serving them.