BAY OF ISLANDS

SCENIC HOTEL BAY OF ISLANDS

SCENIC HOTELS

weddings

Welcome to Scenic Hotels

Bay of Islands Wedding Pack

On behalf of Scenic Hotel Bay of Islands may we take the opportunity to congratulate you both on your forthcoming marriage and extend our very best wishes for the future.

The following information is supplied to assist you in the planning of your Wedding Reception at the Scenic Hotel Bay of Islands and to ensure that this very special event runs to schedule. If you prefer other arrangements we would be delighted to fulfil them accordingly.

Should you wish to personally view our facilities, we would be very happy to meet with you. As your request is special to us, please contact the hotel to ensure personalised attention.

Contents

03 **Our Wedding Packages**
04 Bay of Islands: Paihia

05 **Accommodation**

Wedding facilities
06 Function rooms
07 Wedding rooms/packages

Wedding Menus
08 Breakfast menus
09 Canapé menus
10 Lunch selections
11 Dinner selections – buffet menu
13 Dinner selections – set menus
15 Wine & beverage list

18 Terms & conditions

SCENIC HOTEL BAY OF ISLANDS
Corner Seaview & MacMurray Roads
PO Box 358, Paihia 0247
Bay of Islands, New Zealand
Ph: (09) 402 7826, Fax (09) 402 8500
Email: bayofislands@scenichotels.co.nz

www.scenichotelgroup.co.nz
0800 NZ OWNED (69 69 63)

Our wedding packages

Welcome to Scenic Hotel Bay of Islands in the heart of Paihia. We look forward to hosting your wedding in our fabulous in-house facilities. At the Scenic Hotel Bay of Islands, we give you the individual attention you deserve, to ensure your wedding day is very special.

Our packages include the following items:

~ A dedicated wedding co-ordinator who will offer advice and work with you every step of the way to ensure the success of your special day.

~ One-to-one consultation with menus, ideas, theme possibilities and a comprehensive tour around our facilities.

~ Full catering and bar facilities with table linen included.

~ Complimentary deluxe room for the bridal couple on their wedding night with breakfast served to your room and a late checkout.

~ Complimentary bottle of Methode Traditionnelle in your suite.

~ Special accommodation rates for wedding guests.

Wedding Room hire

Kingfish & Albacore Rooms	**$650.00**
Poolside Restaurant	**$250.00**

Wedding extras

Round Tables & Cloths	**$20.00 per table**
Dance Floor 4m x 4m (Poolside Restaurant)	**$250.00**
Linen overlays for tables	**$6 each**
Napkins/cloths (Cloths applicable to rectangle tables only)	**Complimentary**
Head table set up	**Complimentary**
Candles (tealight)	**$1.00 each**
Chair covers	**$8.00 each**

We can also advise on:

~ Floral requirements

We don't supply:

~ Wedding cakes (but we can recommend cake makers)

Location & Regional Attractions

Bay of Islands: Paihia

The beautiful Bay of Islands, known as the 'winterless north', is a popular year-round destination for both tourists and events. It offers a wide selection of world-class activities and attractions. Here it's possible to do as much or as little as you like.

When you come to the Bay of Islands you're treating yourself to a real escape. Whether you just want to chill out and relax or indulge in fishing, golfing, kayaking, swimming or some other exciting activity, it's all here. And our Scenic Hotel Bay of Islands is right in the middle of everything. From Paihia you can do it all. even if that just means lazing by the pool. We'd like to make your visit with us both enjoyable and memorable. That's why good service and pleasant surroundings are so important.

Hotel location

Conveniently located at the southern entrance to Paihia. From Auckland it is a three hour drive or a 45 minute flight.

~ The Scenic Hotel Bay of Islands is a short walk from:
The wharf, Paihia village, shops, visitor attractions.

Distance from hotel

Airport	25km
Town Centre	500m
Beach Front	100m
Opua car ferry to Russell	4.5km
Cape Reinga	230km
Waitangi	3km

Activities and attractions

~ Beach picnics and swimming
~ Boat trips around the islands
~ Bush and coastal walks
~ Day trips to Cape Reinga
~ Fishing and sailing charters
~ Golf
~ Kayaking
~ Museums, arts and crafts
~ Scenic flights
~ Sailing
~ Shopping
~ Swim with dolphins and dolphin watching
~ Visit historic Russell across the bay
~ Waitangi Treaty House
~ Parasailing
~ Cruises and Tours
~ Diving and snorkeling
~ Sand surfing

Accommodation

Scenic Hotel Bay of Islands is a 4 star plus hotel consisting of 114 rooms, situated on four and a half acres of well maintained park like grounds and gardens.

Standard rooms

Our 38 Standard rooms have exposed timber beam ceilings with an ambiance of the Pacifica theme throughout. Recently refurbished, each offering LCD television, stereo and ensuite bathroom.

Superior rooms

20 Superior rooms are also available. They are spacious and bright with a lot of natural light. Each room has an ensuite bathroom, TV, stereo and writing desk. Seven of these rooms are equipped for our disabled guests.

Deluxe rooms

56 Deluxe rooms set around a peaceful landscaped garden. These rooms offer LCD TV, stereo, air conditioning and plenty of room for guests to enjoy the Pacifica theme.

Many of our hotel rooms have their own private balcony, while others open out onto our grassed courtyard or garden areas.

Special accommodation rates apply to our wedding guests and we will be delighted to included these great rates in your wedding quotation.

Check-in time: 2:00pm

Check-out time: 10:00am

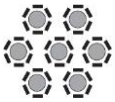
Other hotel facilities

~ Restaurant serving both breakfast and dinner
~ Guest lounge bar
~ 24-hour reception
~ Room service
~ Guest laundry
~ Valet laundry and dry-cleaning service (available week days, excluding public holidays)
~ Swimming pool
~ Internet kiosks
~ Wireless Internet
~ Business services
~ Conference facilities
~ Complimentary guest parking
~ Car, boat and coach wash area
~ Tourist information and booking service

Function Rooms

Ground Floor

(See following page for floor plan)

	 **Banquet Style**	**Cocktail Style**
The Kingfish & Albacore Rooms	100 - 110	140
The Poolside Restaurant	50	60
Swimming Pool Area		40

The Kingfish & Albacore Rooms

(17m x 10m)
These rooms can be opened into one larger space, ideal for larger wedding receptions.

Venue hire rate: $650.00

The Poolside Restaurant

(9m x 9m)
This light and stylish area is popular for smaller wedding receptions.

Venue hire rate: $250.00

Swimming Pool Area

This is ideal for a more informal wedding, pre-reception drinks cocktail party or even as a venue for your post wedding BBQ as we have an on site BBQ.

Room Configurations

Our renovated air conditioned function rooms offer a variety of configurations, which can be set up to suit your personal preferences. The main wedding reception configurations are:

Banquet
Ideal for wedding receptions that include a meal. Guests are seated at tables of either 8 or 10 and there is generally a head table set at the front of the room for the bridal party.

Cocktail
Ideal for large wedding groups that wish to mingle rather than have a seated meal. Cocktail receptions would include drinks and canapés.

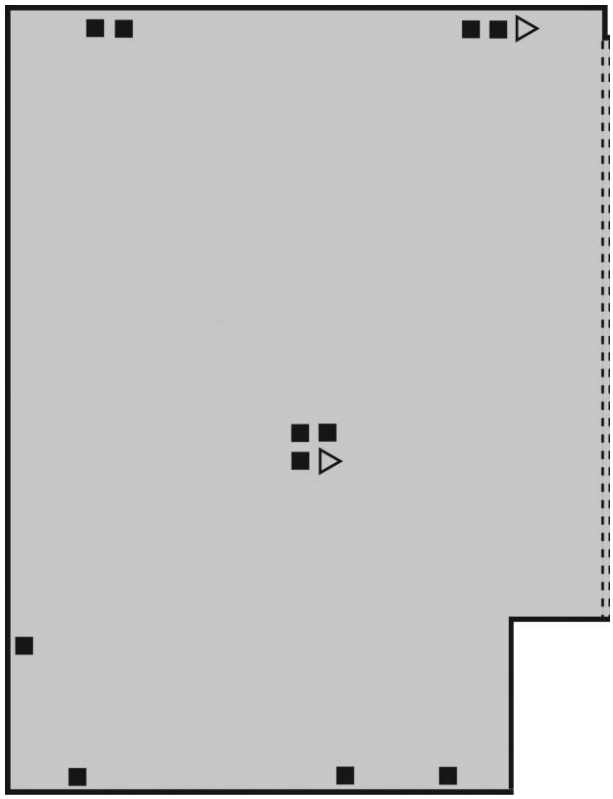
Wedding Rooms/Packages

The Function Room Packages

The Kingfish & Albacore Rooms

(17m x 10m)
Sit down meal: up to 100 - 110 people
Cocktail party: up to 140 people
These two rooms opened up into one space are ideal for larger wedding receptions. Located alongside the swimming pool and a small garden area, they can also be used in conjunction with our surrounding features.

Venue hire rate: $650.00



The Poolside Restaurant

Sit down meal: up to 50 people
Cocktail party: up to 60 people
Situated on the ground floor, this open plan restaurant is perfect for small functions.

Day use only – evening use by application

Venue hire rate: $250.00

The package includes:

~ Full head table set up

~ Table linen and napkins (excludes round tablecloths)

~ Cake table & silver knife

When you book your wedding, the Scenic Hotel Bay of Islands will also give you 1 nights free accommodation in one of our deluxe rooms with a bottle of bubbly & breakfast brought to your room the next morning.

Additionally, for each accommodation room booked by your guests for the wedding, we will refund a percentage of their accommodation to your wedding account. Conditions apply.

Catering for function rooms

You can then decide which menu you would like. Remember our Chefs are flexible so you can choose a menu to suit your own tastes.

Additional Wedding Charges

Should your wedding reception take place on a public holiday, an additional surcharge may apply.

Wedding Menu

Breakfast selections

We pride ourselves on our quality product, professionalism and our desire to meet the market.
With this in mind, do remember that our menus are flexible and our executive chef is happy to design a menu specifically for you.

Sunrise Continental
Breakfast Selections: $16.50

Bakery Island
Assorted bakery selections to include fresh baked muffins, sweet danishes & light croissants as well as a selection of white, mixed grain & fruit breads available for toasting.

Fruit Orchard
Fruits in lite syrup include Black Doris plums, golden peaches & white pears. A fresh daily fruit platter of tropical & local selection. Dried fruit & nut condiments

---

Healthy Grains Resort
A healthy selection of breakfast cereals including orange juice & berry yoghurt muesli. Manuka honey baked chunky apricot, coconut & almond granola, yoghurts, sweet berry compotes

---

Bay Beverages
Freshly brewed coffee with a selection of teas, Simply Squeezed fruit juices, chilled water as well as daily smoothie energisers

Tea & Toast Selection: $7.50

Hot Buffet Selections: $24.50

All of the above continental breakfast selections plus a range of hot dishes including eggs, sausages, hash browns, mushrooms and bacon.

A La Carte
Breakfast Selections

Cluck Cluck: $16.50
Scrambled barnyard eggs on a toasted English muffin, complimented with sautéed portabella mushrooms, grilled tomato and hash browns

---

Eggs Benedict: $16.50
Poached eggs on a toasted English muffin, topped with bacon or smoked salmon and smothered with a hollandaise sauce (Smoked salmon selection $19.50)

Sweet Sunrise: $16.50
Rewana bread dipped in egg and cream, pan toasted with a mixed berry compote, maple syrup and finished with a dusting of sugar and natural yoghurt

---

Farmers Choice: $16.50
Lambs fry and bacon with mushrooms in a pinot noir jus on toasted Maori bread

---

Hole in the Rock Big Brekky!: $19.50
Full breakfast – Manuka honey cured bacon, barnyard eggs, pork sausages, mushrooms, slow roasted plum tomatoes and hash browns

---

Vegetarian Delight: $18.00
Sautéed field mushrooms, slow roasted plum tomatoes, fried red onions with hash browns, fresh rocket tossed in olive oil and white balsamic vinegar

Wedding Menu

Canapé menus

3 choices $10.50 pp
Extra choice $3.50pp

Potato and herb cake with smoked salmon and chilli lime aioli

Oysters kilpatrick with mozzarella cheese

Crumbed camembert with beetroot chutney

Mini brioche with scheswan beef fillet and horseradish cream

Sushi (vegetarian options available)

Shrimp cocktail filo cups

(Canapés menu subject to change due to seasonality)

Platters (Serves 10 people)

Antipasto - $55.00

Assortment of continental meats accompanied with cheeses, chutney, bread and crackers

Asian - $45.00

Selection of samosas, spring rolls, wontons accompanied with dipping sauces

Cheeseboard – $60.00

Chef's selection of New Zealand cheese's accompanied with crackers and grapes

Tropical fruit – $45.00

Selection of seasonal fresh fruit

Sweeteners – $45.00

Chef's selection of sweet finger slices

Sushi and Sashimi – $65.00

A selection of vegetarian, chicken, salmon

Finger sandwiches - $35.00

Chefs selection of mixed cold meats and vegetarian.

Wedding Menu
Lunch selections

BBQ Buffet Menu A: $35.00pp

Fresh bread selection

Salads
Potato salad
Coleslaw salad
Tomato and cucumber
Tossed green salad

Meats
Teriyaki sirloin steaks
Marinated chicken thighs
Venison sausages

Desserts
Fresh fruit salad
Kiwi pavlova and cream

Subject to weather conditions

BBQ Buffet Menu B: $45.00pp

Fresh bread selection

Salads
Potato salad
Coleslaw salad
Tomato, chives and spring onion salad
Rustic feta, orange, red onion and cucumber salad
Tossed green salad

Cold Meat and Seafood
Shaved ham
Salami
Smoked salmon pieces
Steamed green-lipped mussels
Garlic shrimps
Teriyaki marinated sirloin beef steaks
Marinated chicken thighs
Venison Bratwurst sausages

Gourmet potatoes

Desserts
Fresh fruit salad
Kiwi pavlova and cream
Brandy snaps and cream
Apple berry crumble pie

Subject to weather conditions

Wedding Menu

Dinner selection

$50.00 per person

Buffet Menu:

Fresh Baked Breads

Starters (Choice of two)

Fresh, hot vegetable soup
Slow roasted tomato soup seasoned with Horopito pepper herb
Roast kumara crème soup

Salads (Choice of four)

Tomato and cucumber salad
Baby beetroot salad
Fresh garden salad
Crisp coleslaw salad
Pasta salad
Curried egg salad

Platters (Choice of two)

Sliced ham,
Pork
Pastrami
Roast chicken

Condiments

Mayonnaise
Wholegrain mustard
Horseradish sauce
Tomato sauce
Applesauce
Salad dressing
Pan roast gravy
Mint jelly

Mains (Choice of four)

Roast beef with Yorkshire pudding
Champagne ham
Roast leg of lamb
Roast pork
Chicken & vegetable stir-fry
Chicken & mushroom pasta contadina
Vegetarian Ratatouille
Steamed medley of seasonal vegetables
Roast potato, pumpkin & kumara

Buffet selection continued

Deserts (Choice of three)
Apple shortcake
Kiwi pavlova
Chocolate cake
Chefs sweet slice selections
Chantilly cream
Berry compote
Fruit salad

Freshly brewed tea and coffee

We also provide seafood options, which are priced accordingly below.

Seafood options (per person)

Starters

$6.50 - Seafood gumbo
$6.50 - Bay of Islands mussel and dill chowder
$5.50 - Shrimp and surimi salad

Mains

$5.50 - Mussels steamed
$6.50 - Mussels marinated
$7.50 - Hot shrimp sauté
$7.50 - Calamari served with French fries
$7.50 - Baked fish fillets in hollandaise sauce with prawns
$7.50 - Crumbed hoki fillet served with French fries

Accompanied with seafood options
Lemon wedges & Tartare sauce

Seafood options can replace a buffet option but may incur a slight price increase from the set $50.00pp

Wedding Menu

Dinner Selections

Maximum of 80 guests or by arrangement

Set Menu 1. $45.00pp

Starters
(New Zealand Native Plants/Trees)

"Pohutakawa"
Freshly made each day, this piping hot **homemade soup** is made from a variety of seasonal vegetables. Served with warm foccacia bread.
(v)(gf)

"Rata"
A quintessential favourite! A mildly spiced, **Cajun seafood gumbo** combination, accompanied with sour cream and served with rewena bread.

"Manuka"
Tender strips of **chicken fillet** dipped in a crisp tempura batter and served over a classic Caesar salad.

Mains
(Placenames found throughout the Bay of Islands)

"Haruru"
A hearty shank of braised **New Zealand lamb** served on a kumara mash and coated with a thyme jus.
(gf)

"Moturoa"
Cured farmed **salmon** served on a wild rice pilaff, drizzled with a pink peppercorn pickled ginger & orange butter sauce and complemented with a beetroot chutney.
(gf)

"Horotutu"
Succulent **breast of chicken**, roasted and served with a smoked corn & pea risotto, finished with a lemon hollandaise.
(gf)

"Kerikeri"
Locally grown vegetables from Northland, grilled and stacked on a potato and herb rosti surrounded by feta & pesto, served with an avocado oil.
(v)(gf)

To Finish
(Birds found only in New Zealand)

"Kea"
Our chef's favourite. **Sticky Date Pudding** with lashing of butterscotch sauce and a quenelle of fresh whipped Northland cream.
(v)

"Kiwi"
A New Zealand icon. **Pavlova** served with sliced kiwi fruit, vanilla bean ice cream and a Kapiti raspberry sorbet.
(v)(gf)

Whilst not included in your set menu, Please find below the following selection.

$4.00 pp steamed vegetables
$3.50 pp fresh garden salad with chefs dressing

"Tui"
What better way to finish off a night but with a selection of Northland cheeses.
Please ask our wait staff for today's trio selection
Served with crackers & grapes
$15.50 Single cheeseboard
$25.50 Double cheeseboard
(v)

(df) = dairy Free
(v) = vegetarian
(gf) = gluten Free
(n) = has Nuts

We are proud to serve only New Zealand wines of which we have an extensive selection. Please ask your wait staff for their recommendation.

Wedding Menu

Dinner Selections

Maximum of 80 guests or by arrangement

Set Menu 2. $45.00pp

Starters
(New Zealand Native Plants/Trees)

"Pohutakawa"
Freshly made each day, this piping hot **homemade soup** is made from a variety of seasonal vegetables. Served with warm focaccia bread.
(v)(gf)

"Nikau"
Calamari, coated in salt & pepper, lightly fried and accompanied with salad and covered in a caper lime aioli.
(df) (gf optional)

"Harakeke"
A vegetarian delight. 3 varieties of mushrooms drizzled with a garlic cream on a toasted ciabatta bread and served with a salsa verde.
(v)

Mains
(Placenames found throughout the Bay of Islands)

"Kawakawa"
Pork picatta coated in light parmesan & eggwhite atop a buttered **fettuccine** and finished off with a tomato concasse & chorizo.
(Also available as a vegetarian option)

"Ipipiri"
From the waters of the Ipipiri comes our selected **fish of the day** either grilled to your liking or battered with homemade fries and salad with a choice of a caper hollandaise or a fresh salsa.

"Okiato"
Leg of duck, slow roasted confit style served on a pumpkin croute and complemented with a merlot jus and wild berry compote
(gf)(df)

"Waitangi"
Prime **beef fillet** seared to your liking, wrapped in bacon, accompanied with a homemade cracked pepper pate.
Served on a herb & potato rosti in a red wine jus.

To Finish
(Birds found only in New Zealand)

"Kereru"
A rich **chocolate mousse** resting on a mud cake base, finished with a ganashe and passionfruit coullis. Enjoy!
(v)(n)

"Karariki"
Spiced apples inside a sweet pastry crust, baked until golden brown and served with Northland cream and vanilla bean ice cream.
(v)

Whilst not included in your set menu, Please find below the following selection.

$4.00 pp steamed vegetables
$3.50 pp fresh garden salad with chefs dressing

"Tui"
What better way to finish off a night but with a selection of **Northland cheeses**.
Please ask our wait staff for today's trio selection
Served with crackers & grapes
$15.50 Single cheeseboard
$25.50 Double cheeseboard
(v)

(df) = dairy Free
(v) = vegetarian
(gf) = gluten Free
(n) = has Nuts

We are proud to serve only New Zealand wines of which we have an extensive selection. Please ask your wait staff for their recommendation.

Wedding Catering

Wine & beer list

Sparkling Wine	**200ml**	**Bottle**
Deutz Cuvee		$55.00
Lindauer Special Reserve		$38.00
Lindauer Brut 200ml or 750 ml	$9.50	$30.00
Lindauer Fraise 200 ml	$9.50	
Sparkling Grape Juice - White		$16.00

Chardonnay	**Glass**	**Bottle**
Villa Maria Private Bin	$7.50	$32.00
Villa Maria Cellar Selection	$8.50	$38.00
Esk Valley	$9.50	$45.00
Okahu Estate		$42.00
Okahu Estate Chardonnay Viognier		$45.00
Omata Estate		$48.00
Gunn Estate Unoaked	$8.00	$36.00

Riesling	**Glass**	**Bottle**
Villa Maria Private Bin	$7.50	$32.00
Mudbrick Reserve		$38.00

Sauvignon Blanc	**Glass**	**Bottle**
Villa Maria Private Bin	$7.50	$32.00
Villa Maria Cellar Selection	$8.50	$38.00
Esk Valley	$9.50	$45.00
Mudbrick		$40.00

Aromatics	**Glass**	**Bottle**
Villa Maria Private Bin Pinot Gris	$7.50	$32.00
Villa Maria Cellar Selection Pinot Gris	$8.50	$38.00
Mudbrick Pinot Gris		$45.00
Villa Maria Private Bin Viognier	$7.50	$32.00
Villa Maria Private Bin Gewurztraminer	$7.50	$32.00
Villa Maria Private Bin Rose	$7.50	$32.00

Pinot Noir	**Glass**	**Bottle**
Villa Maria Private Bin	$9.50	$42.00
Thornbury Estate	$10.50	$56.00
Villa Maria Cellar Selection	$12.50	$56.00
Te Kairanga Estate		$45.00
Kumeu River Estate		$42.00

Shiraz	**Glass**	**Bottle**
Villa Maria Private Bin Syrah	$9.50	$42.00
Vidal Estate Syrah		$48.00
Mudbrick Reserve Syrah		$52.00

Merlot	**Glass**	**Bottle**
Villa Maria Private Bin Merlot Cabernet Sauvignon	$7.50	$32.00
Thornbury Estate Merlot	$8.50	$38.00
Esk Valley Merlot Cabernet Sauvignon	$9.50	$45.00
Omata Estate Merlot		$44.00

Desert Wine	**Glass**	**Bottle**
Okahu Estate Desserte Chardonnay Reserve (375ml)		$32.00

NZ West Coast Beer	
Macs Gold – Malt	$7.00
Macs Black - Dark	$7.00
Macs Springtide – Low Carb	$7.00
Macs Hop Rocker – Pilsener	$7.00
Macs Sassy Red – Bitter	$7.00

Bar Prices	
Speights Golden	$6.50
DB Export	$6.50
Tui Draught	$6.50
Victoria Bitter	$6.50
Heineken	$7.50
Steinlager Pure	$7.50
Steinlager Classic	$6.50
Corona	$7.50

Non Alcoholic:	
Lemon, Lime & Bitters	$5.00
Old Fashioned Lemonade	$5.00
Ginger Beer	$5.00
Soft Drink 150 ml	$3.00
Spring Water	$4.00
Orange Juice	$5.00

Terms & Conditions

We are sure you will appreciate the following policies which will enable us to service your forthcoming event. Should you have any enquiries on this information, we will be very happy to discuss them.

Securing your booking

Once your wedding booking has been confirmed with the Hotel, a holding deposit of $500.00 will be requested, unless otherwise agreed with by management. Your account will be credited with this amount, which is non refundable.

Additional charges

The organiser is responsible for any additional charges organised by the Scenic Hotel Bay of Islands such as equipment, flowers, etc. A quote will be issued.

Pricing

All prices are based on current prices but may be subject to increase at management's discretion to meet rising costs. Some items may be subject to seasonal availability.

Guaranteed Minimum Numbers

If your wedding numbers drop below 10% of your confirmed quote, the hotel reserves the right to withdraw the quote and renegotiate.

Cancellations, Postponements and Amendments

In the unfortunate circumstances of cancellation or postponements of an event that has been confirmed, Scenic Hotel Bay of Islands applies the following cancellation policies:

- Notice of 30 – 15 Days – Cancellations made within thirty to fifteen (30 – 15) days of the event will incur full room hire if the space is left unsold.
- Notice of 14 Days – Cancellations made within fourteen (14) days of the event will incur full room hire and 50% of the total food and beverage costs as quoted.
- Notice within 48 Hours – Cancellations within forty-eight (48) hours of the event date will incur full room hire and 100% of the total food and beverage costs as quoted.
- All cancellations for function rooms and / or accommodation must be advised in writing to take effect.
- If accommodation is held, please refer to the Accommodation clause for the cancellation policy.

Accommodation

Guaranteed number of rooms, length of stay and room-types are required thirty (30) days prior to the event; accommodation charges will be based on these confirmed numbers. After this date additional rooms may still be booked at the agreed rate, but will be subject to availability.

Accommodation Cancellations

Scenic Hotel Bay of Islands will charge cancellation fees on accommodation as follows:

- At 120 days from arrival – A status report of rooms held will be required by the hotel. Any rooms not required will be released back to the hotel with no penalty.
- Within 90 - 60 days from arrival – An updated status report of rooms held will be required by the hotel. The hotel will permit a reduction of up to 50% of the rooms released by the client with no penalty.
- Within 60 – 30 days from arrival – An updated status report of rooms held will be required by the hotel. A reduction of up to 25% of the rooms remaining can be released without penalty. Any rooms in excess of the 25% permitted will incur a penalty of 50% of the first night's room rate.
- Within 30 - 7 days from arrival – Any rooms cancelled at this time will incur a penalty equaling one night's accommodation for each room cancelled. The hotel will endeavour to sell rooms cancelled (at the confirmed room rate on the client's behalf; however, rooms left unsold or those that have not met the confirmed room rate, will be subject to the above penalty.
- **At 30 days from arrival - a final rooming list is required to be sent to the hotel.**
- At 7 days from arrival - any rooms cancelled will incur a penalty of all room nights booked. The hotel will not be responsible for the resale of any rooms cancelled to avoid penalty.

Please note – Scenic Hotel Group FIT (Free Independent Traveller) accommodation policies do not apply to any rooms booked as part of the wedding accommodation allocation. Any amendments to the group block will be equally spread across all room and rate categories.

Terms & Conditions continued

Please also note - Only accommodation that has been booked using the special room rates issued to the client for attending guests at the time of confirming their event are valid for the percentage of cash-back to the main wedding account. No promotions that Scenic Hotel Bay of Islands or Scenic Hotel Group offer, or room rates less than the quoted rates issued, will be valid for this discount.

Confirmation of wedding reception/menus

Your menu selection is required to be no later than twenty-one (21) days prior to the event, or as otherwise agreed with the Hotel. Confirmation of guest numbers is required 7 days prior to the event.

Any minor adjustments can be made up to 72 hours (3 working days) prior to the start of the reception. All liquor costs are charged on a direct payment (consumption) basis. All food and beverage prices listed are based on current prices, but may be subject to increase at management discretion to meet rising costs.

The table plan, cake, place names and decorations need to be delivered to the hotel 24 hours at the latest before the event – flowers and balloons must be delivered to the hotel 6 hours before the event starts.

Food and Beverage

No food or beverage may be brought into the hotel for your event without prior arrangement.

Function Room and Bar Hours

Any music or entertainment must be concluded by 12 midnight or by prior mutual arrangement with Hotel Management.

If you require the function room and bar after 1.30am an additional fee may apply.

Band / DJ equipment may be set up on the day of the function, but must be removed on the night.

Any personal possessions, presents, cake or decorations may be left to be removed the following day; however, the hotel does not take responsibility for these.

Liquor Licensing Laws

The Scenic Hotel Bay of Islands is a licensed premise and observes Host Responsibility. Other parties are not permitted to bring alcohol into the hotel.

We take pride in our facilities and services; therefore, we reserve the right of admission and will not serve intoxicated patrons or minors. The undersigned will be financially responsible for any damage our property may suffer as a result of this function.

Payment Details

Full settlement of the account for the event, as well as for guests staying in the Hotel, must be paid on departure. All functions will be charged to one account.
In the event of any of the above accounts not being settled, these charges will be added to the function account.

GST

All prices quoted are inclusive of G.S.T

Damage

We understand that accidents can occur which may cause damage. We also believe that effective liaison between Scenic Hotel Bay of Islands and wedding organisers can prevent most damage.

It is expressly forbidden to use screws, nails, tacks, adhesive tape of any kind or any similar fixing devices on any part of the interior or exterior of the venue. Any damage caused to the property, furniture or fittings of the Scenic Hotel Bay of Islands will become the financial responsibility of the wedding organiser.

Wet Weather Venue

A non refundable deposit of 50% of one full day's quoted room hire is required upon confirmation.

The hirer shall be responsible for informing the venue of all setup and catering requirements.

The hirer will be responsible for all delivery arrangements to and from the venue plus all charges this will incur.

Equipment and all catering will be delivered to the venue no later than 3 hours prior to the event commencing.

Outside catering/beverage brought into the venue will incur a service charge.

Hire of any hotel equipment outside the perimeters of the agreed contact will be charged accordingly.

Breakdown and removal of equipment must be completed by 12 noon the following day.

Terms & Conditions continued

These terms and conditions can only be put into place and signed when both parties are satisfied with all arrangements.

Name

Address

Telephone (Home)

Telephone (Work)

Telephone (Mobile)

Email

Date of the wedding

Contact on the day (eg father of the bride)

Wedding Organiser Name

Wedding Organiser Signature

Scenic Hotel Bay of Islands
Functions Manager Name

Functions Manager Signature

Client's Name

Client's Signature

Date

I agree with the terms and conditions above.

I also agree that I am personally liable for the payment of the charges connected to my wedding being held at Scenic Hotel Bay of Islands. If the person, company or association indicated by me as been responsible for the payment of the same does not do so, then my liability for such payment shall be joint and several with such person, company or association.