

Wedding

GUIDE

**SCENIC
HOTEL
GROUP**

NEW ZEALAND
OWNED &
OPERATED



Welcome

YOUR WEDDING AWAITS

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

Our wedding information pack is designed to assist you in the planning of your wedding ceremony, reception or both at Scenic Hotel Marlborough. Our experienced team will work with you to keep everything running smoothly and tailor the celebration to suit your plans.

CONTACT US

Scenic Hotel Marlborough
65 Alfred Street, PO Box 747, Blenheim 7201
P: (03) 520 6187
E: conferenceblenheim@scenichotels.co.nz
W: www.scenichotelgroup.co.nz
0800 NZ OWNED (69 69 63)

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A bride and groom are shown from the chest up. The bride, on the left, is wearing a white wedding dress and holding a large bouquet of flowers. The bouquet includes green eucalyptus leaves, red berries, blackberries, and a pomegranate. The groom, on the right, is wearing a blue and white plaid jacket over a white shirt and a brown bow tie. He is holding a three-tiered wedding cake on a silver stand. The cake has white frosting with red filling between the layers and is decorated with red roses and greenery. The background is a soft, out-of-focus outdoor setting.

Our Wedding PACKAGES

INCLUSIONS

Celebrate your wedding your way with a complete reception and accommodation package, or tailor a package specific to your needs. Our experienced team will ensure your wedding reception is memorable while ensuring that your guests are well looked after

MARLBOROUGH WEDDING PACKAGE \$1,250

Enjoy exclusive use of:

- The Marlborough Room for your wedding reception and banquet
- The Chart Room for cocktails and canapés, with private bar access

SWIMMING POOL AREA

Should you decide not to have a church wedding, we also offer the option of a poolside ceremony for the months of October to April. This is ideal for a smaller and more informal wedding, pre-reception cocktail party or even for your post wedding BBQ.

POA

PLANNING AND COORDINATION

From your first enquiry to the final dance, our experienced wedding team will help bring your vision to life.

- + Dedicated wedding coordinator throughout the planning process
- + Assistance with timelines, floor plans and supplier coordination
- + Final wedding planning meeting before your big day
- + Reception room set-up and pack-down, including furniture layout and basic table dressing, where applicable

RECEPTION INCLUSIONS

Everything you need for a beautifully presented celebration.

- + Personalised room layout and table set-up
- + White linen tablecloths and napkins
- + Crockery, cutlery, glassware, and tableware
- + Bridal table or sweetheart table
- + Gift and wishing well tables (if required)
- + Welcome signage and easel available on request
- + Cake cutting and serving



INCLUSIONS

FOOD & BEVERAGE

We will help create a dining experience that suits your celebration.

- + Menu consultation
- + Dietary requirement management
- + Beverage package guidance
- + Bar service recommendations
- + Arrival drinks and canapés coordination

ON YOUR WEDDING DAY

Relax knowing our team will take care of the details.

- + Dedicated event contact throughout your reception
- + Coordination with your MC, photographer, DJ, band, and suppliers
- + Assistance with bridal party arrival
- + Secure storage for wedding items before and after your event

BRIDAL SUITE & GUEST BENEFITS

Extend the celebration with a comfortable stay for you and convenient accommodation options for your guests.

- + Complimentary accommodation for the wedding couple on their wedding night
- + Breakfast for the wedding couple
- + Complimentary late checkout at 12 noon
- + Early check-in available on request
- + Special accommodation rates for your wedding guests
- + Assistance with guest accommodation bookings

SPECIAL TOUCHES

Thoughtful extras to make your celebration feel even more personal.

- + Complimentary bottle of bubbles in your bridal suite
- + Cake table and silver cake knife
- + Personalised menus or place cards (if requested)
- + Simple fairy lights, candles or selected decorative elements



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INCLUSIONS

VENUE STYLING & DÉCOR

We welcome you to personalise our spaces with your chosen wedding styling and décor. All decorations, styling elements, and personal items are to be arranged, installed, and removed by the bridal party or their appointed suppliers.

Access to the venue for set-up is available from **12:00 noon the day prior to the reception**, allowing time to prepare your wedding space. Following the celebration, access is available until **12:00 noon the day after the reception** for pack-down and collection of personal items.

Our Wedding Coordinator will work with you to ensure access times and arrangements are coordinated smoothly; however, responsibility for all set-up, pack-down, and removal of décor remains with the bridal party or their nominated suppliers.

WE CAN ALSO ARRANGE

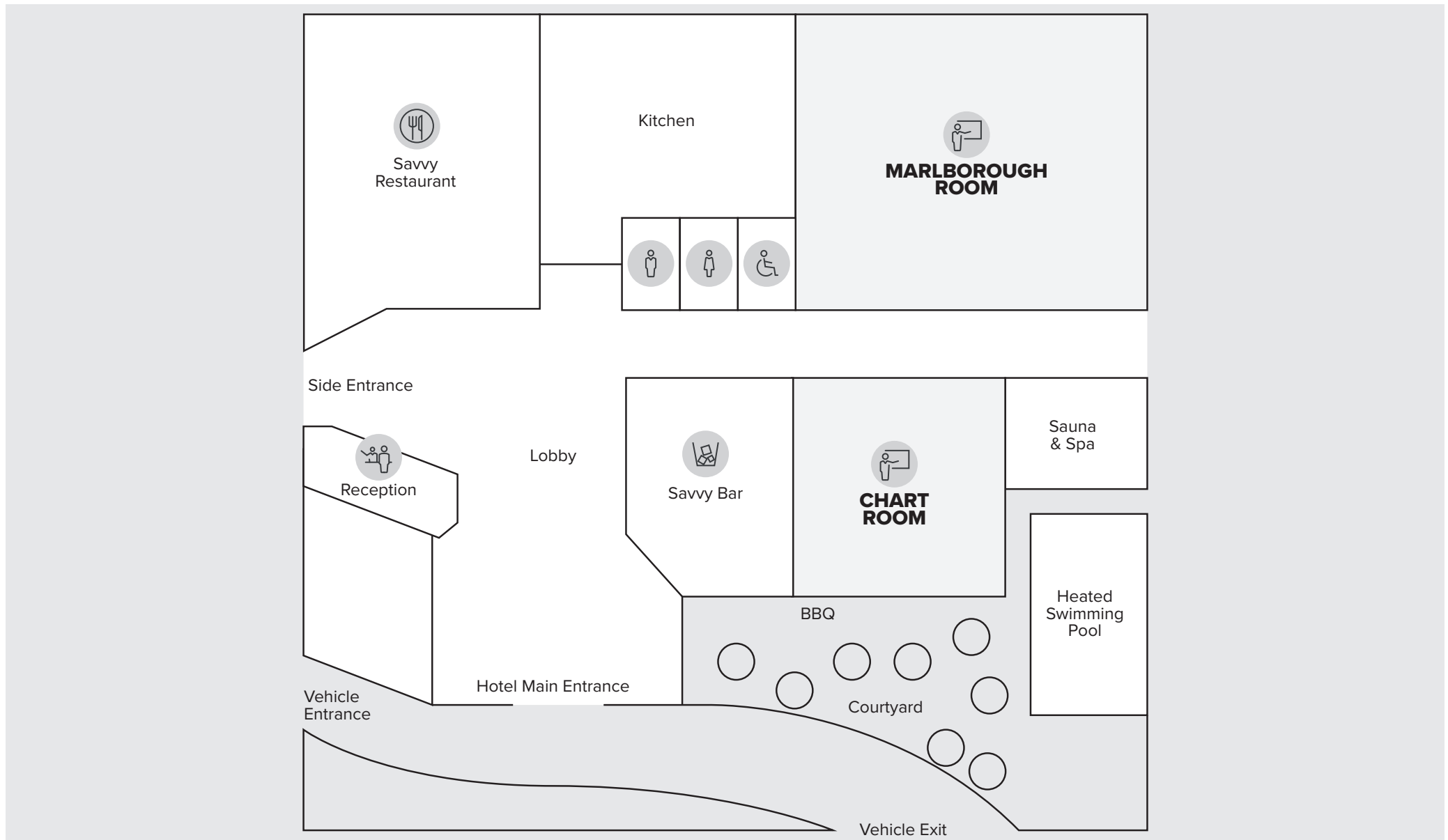
- Live bands or DJ (booking fee may apply)
- Floral requirements
- Recommendations for brilliant cake makers



Our FACILITIES



FLOOR PLAN



DETAILS

	MARLBOROUGH ROOM	CHART ROOM	SAVVY BAR
 Cocktail	150	40	20
 Banquet	100	20	-

THE MARLBOROUGH ROOM

14.5m x 11.5m

Our Marlborough Room is the perfect setting for your wedding reception, offering a spacious and elegant venue for banquet-style dining, speeches, and dancing. With ample room to comfortably accommodate your guests, it provides a versatile blank canvas that can be styled to suit your unique wedding vision.

THE CHART ROOM

9.5m x 7m

The Chart Room provides seamless access to Savvy Bar and our landscaped courtyard, making it the ideal location for pre-dinner drinks, canapés, and guest arrivals. This welcoming space creates a relaxed atmosphere for mingling before guests move through to the Marlborough Room for the reception.

ROOM CONFIGURATIONS

Our wedding 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 which include a meal. Guests are seated at tables of generally 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

SCENIC HOTEL MARLBOROUGH

Situated in the heart of Blenheim, this contemporary hotel sparkles with style and comfort

With 54 light filled rooms, Scenic Hotel Marlborough boasts modern technology, comfort and luxury

Complimentary accommodation for the wedding couple on their wedding night with breakfast and a complimentary late checkout

Special accommodation rates apply for all wedding guests

- + Check-in: 2pm
Check-out: 10am
- + Restaurant serving both breakfast and dinner
- + Guest lounge bar serving lunch and dinner
- + 24-hour room service
- + Guest laundry
- + Valet laundry and dry-cleaning service (available five days a week)
- + Outdoor heated pool (October - April)
- + Spa and sauna
- + Free WiFi throughout the hotel
- + Complimentary guest parking
- + Tesla charging station

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CATERING

To keep our menus as fresh as possible, the following menus are indicative only and subject to change

CANAPÉS

\$20 pp - Choose four items

\$28 pp - Choose six items

COLD

Eggplant rollatini with goat cheese (GF) (V)

Smoked salmon mousse on crostini

Rare roast beef on rye with horseradish cream

Shrimp cocktail in a cucumber cup (GF)

Curried chicken tartlet (DF)

HOT

Fish goujons in a light beer batter with tartare sauce (DF)

Mini lamb koftas with a garlic dipping sauce (GF) (DFA)

Chilli garlic prawn skewers (GF) (DF)

Curried rice croquettes with plum sauce (DF) (V)

Grilled prawn and chorizo skewers (GF) (DF)

Chicken satay with spicy peanut sauce (DF)

Creamy mushroom vol-au-vents

(V) Vegetarian | (VG) Vegan | (DF) Dairy Free | (GF) Gluten Free | (DFA) Dairy Free Available | (GFA) Gluten Free Available

Dietary Information: All meals are prepared in a facility using products containing allergens. Please advise the restaurant team of allergies or intolerances.

SHARED OPTIONS

CHEESEBOARD

\$290

Suitable for 10 - 12 people

A delectable assortment of cheese, charcuterie, and fresh seasonal accompaniments

GRAZING TABLE

\$30pp

Minimum of 25 people

The centrepiece of your next function, a grazing display filled with artfully arranged meats, cheeses, crudités, antipasti as well as seasonal fruits, vegetables, and more.

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CUSTOMISED BUFFET

SAMPLE MENU

\$75 pp - Menu can be personalised to your wedding. Your Wedding Coordinator and Chef will work with you to finalise your menu and dish selections.

SOUP OF THE DAY

Roasted tomato soup served with freshly baked bread rolls and butter

ROAST LAMB

Carved on the buffet and served with traditional mint jelly and jus

HOT SELECTION

Coq au vin

Baked fish with lemon butter sauce

Buttered Désirée potatoes

Roast seasonal vegetables

Spinach and ricotta ravioli in a mushroom broth

Steamed seasonal vegetables

SEAFOOD SELECTION

Smoked salmon with dill crème fraîche

Marinated mussels

Shrimp and prawn selection

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FRESH SALAD BAR

Pesto pasta salad

Waldorf salad

Creamy potato salad

Green leaf salad

CHARCUTERIE SELECTION

A selection of cured meats and artisan cheeses

Served with homemade pickles and a selection of relishes

DESSERT SELECTION

Ice cream sundae station

Panna cotta with fresh blueberries

Sticky date pudding

Fresh fruit salad

Tea and coffee

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ALTERNATE DROP MENU

Two-course \$69 pp - Includes breads, main and dessert

Three-course \$79 pp - Includes breads, entrée, main, and dessert

Menu can be personalised to your wedding. Your Wedding Coordinator and Chef will work with you to finalise your menu and dish selections.

TO START

FRESHLY BAKED HOUSE BREAD

Served warm with whipped ricotta and basil pesto spread and New Zealand salted butter

ENTRÉE

CAPRESE SALAD (GF)

Vine-ripened tomatoes, fresh mozzarella, basil leaves, extra virgin olive oil and aged balsamic glaze.

OR

ROASTED TOMATO SOUP (GF, DF)

Slow-roasted tomato soup finished with basil oil

MAIN COURSE

SLOW-COOKED BEEF (GF, DF)

Braised beef served with grilled field mushrooms, crushed herb potatoes, seasonal grilled vegetables and red wine jus

OR

LEMON AND HERB CHICKEN (GF)

Tender chicken breast marinated with lemon, garlic and smoked paprika, served with buttered Puy lentils, roasted Désirée potatoes and pan jus

DESSERT

COCONUT TAPIOCA PUDDING (GF, DF, VG)

Creamy coconut tapioca topped with pineapple and mango salsa and toasted coconut.

OR

RICOTTA AND BLUEBERRY CHEESECAKE

Baked ricotta cheesecake with blueberry compote and lightly whipped cream

Dessert includes tea and coffee

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The REGION

CEREMONY LOCATIONS IN MARLBOROUGH

Pollard Park & Gardens

Woodend Garden

St Andrews Nativity Church

The Old Barn

Local Vineyards



AROUND MARLBOROUGH

Located at the north-eastern tip of the South Island, Blenheim, with its warm, dry climate is best known for being a gourmet province and for producing some of New Zealand's most successful wines. It is also close to the beautiful waterways of the Marlborough Sounds.

Blenheim is the largest town in the Marlborough region and has an array of cafés, galleries, and shops which are best explored by foot. There is also an abundance of vineyards and cellar doors to sample within a short drive.

KEY LOCATIONS CLOSE TO OUR HOTEL

+ Town centre	200m
+ Marlborough Convention Centre	400m
+ Marlborough Flyer	1km
+ 70+ Wineries	<20km
+ Picton Ferry	30km

Try some of our local companies for some awesome group excursions. We would be happy to book these for you to ensure you receive great rates.

CRUISE

Spend the day cruising the spectacular Marlborough Sounds from Picton or Havelock with Marlborough Tour Company, Cougar Line or E-Ko Tours. Glide through sheltered waterways, past secluded bays and forested hills, discovering the beauty of this unique coastal paradise. Along the way, enjoy wildlife encounters and the chance to step ashore to explore.



Cougar Line



EXPLORE THE VINEYARDS



Spend the day among the vines in Marlborough, cycling or touring the vineyards with Marlborough Tour Company or Explore Marlborough Bike Hire. Pedal at your own pace or join a guided experience as you discover cellar doors, sample world-class wines, and soak up the stunning scenery of New Zealand's largest wine region.

WALKS

Spend the day walking the scenic trails of Marlborough. Wander along the Taylor River pathways, take in sweeping views from Wither Hills, or venture onto the renowned Queen Charlotte Track. From gentle riverside strolls to coastal and hilltop walks, there's a trail for every pace and every view.



ACTIVITY DETAILS

Scenic Hotel Marlborough has partnered with some great local operators to take your wedding to the next level.

From easy activities or grand adventures, there are options for all. For more details or ideas contact one of our wedding coordinators.

HERE IS A TASTE OF WHAT THERE IS TO DO IN BLENHEIM AND MARLBOROUGH

- Sample some internationally award winning and simply delicious Sauvignon Blancs at this region's world famous wineries
- Get active while you are doing that, with a scenic cycle tour around and through the vineyards
- Stroll the riverfront and take in the gardens, picnic spots and peaceful tranquillity of the Taylor River
- Indulge your sweet tooth and visit the Makana chocolate factory
- Taste the freshest seafood on offer with the Greenshell Mussel Cruise, a half day tour departing Picton
- Fly high with a visit to Omaka Aviation Heritage Centre, a museum and gallery showcasing aircraft and the history of aviation
- Take a swim in the ocean at the nearby swimming beach of White's Bay
- Cruise the majestic Marlborough Sounds and take in the incredible scenery, hopefully spotting some of the local residents like dolphins, sea lions, penguins and more
- Take a shopping break with a quick visit to Market Street
- Swing into action at some of the local golf courses – whether you want trees, mountains or vineyards as your backdrop, the region has it all. We recommend Rarangi or Fairhall for 18 holes or Pollard Park for a shorter nine holes
- Bring your walking shoes and take advantage of the many walks around the town and region – from casual strolls to active tramps – there is something for every fitness level
- If wine isn't your thing, then the local craft breweries and distilleries may take your fancy



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 \$1,000.00 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 Marlborough 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 Marlborough 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 Marlborough 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.

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 14 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.

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 Marlborough 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 GST

DAMAGE

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

It is expressly forbidden to use screws, nails, tacks, and 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 Scenic Hotel Marlborough 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 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.

THANK YOU

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