

*“The Lady”*  
*Sanctuary Cove*  
Wedding Packages

*Feb 2012 - Dec 2012*

Sanctuary Cove Marina,  
SANCTUARY COVE QLD 4212

Wedding & Functions Co-Ordinator:

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*We invite you to create the wedding of your dreams...*

*Our \$7,500 for 70 people  
2012 Wedding Package includes:*

3 Course meal

4 hour drink package

(Unlimited Local beer, sparkling, red & white wine, juice & soft drinks)

Canapes served to guests on arrival

4 hour Calm Water Cruise

Venue Room hire

Table Decorations

White chair covers

White, black, aqua or red chair sashes

Ceremony Location - Boat Top Deck

4 hrs MC/Vocalist/DJ

Gondola arrival to boat

Personalised Wedding Co-ordination



# *Special offer for our 2013 weddings*

## *Our \$8,000 for 70 people 2013 Wedding Package includes:*

3 Course meal

4 hour drink package

(Unlimited Local beer, sparkling, red & white wine, juice & soft drinks)

Canapes served to guests on arrival

4 hour Calm Water Cruise

Venue Room hire

Table Decorations

White chair covers

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Ceremony Location - Boat Top Deck

4 hrs MC/Vocalist/DJ

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Personalised Wedding Co-ordination

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# Package inclusions

## 3 Course Meal

Your choice of two items from each of the Entree, Mains & Dessert Menus:

### Entree

- \* Ocean Fresh Prawn Salad topped with Seafood Cocktail Dressing
- \* BBQ Pork Loin with warm Apple Chutney
- \* Ham & Mushroom Vol au Vonts

### Mains

- \* Grilled Reef Fish with Lemon Butter Sauce
  - \* Chicken Breast Fillets with Creamy Garlic Sauce
  - \* Grain Fed Rib Fillet with Traditional Dianne Sauce
- (all meals served with Fresh Seasonal Vegetables)

### Desserts

- \* Chocolate Cheese Cake
- \* Sticky Date Pudding with Caramel Sauce
- \* Apple Pie & Cream

## 4 Hour Drink Package

During the 4 hour Calm Water Cruise, your guests will enjoy their choice of champagne, white and red wine, draught and can beer (local), soft drinks and juices

## Canapes

If you choose to have your wedding cake for dessert, your guests will be offered a selection of quality Canapes, or on arrival to the boat at your set time if your ceremony is elsewhere. Otherwise, choose an entree, main and dessert from our menu for your three courses.

## 4 hour Calm Water Cruise

Your guests will meet at the Sanctuary Cove Marina and depart on "The Lady" for a Romantic 4 hour Calm Water Cruise through the Gold Coast Waterways & Broadwater.

## Venue Room Hire

Your package includes the following:

- \* Option to use the Top Deck Bridal Room either to get ready or make your special entrance
- \* Exclusive use of the boat "The Lady" for 5.5 hours (1.5 hr for ceremony & photos and 4 hr actual cruising)
- \* "The Lady" will be dressed with white tablecloths, white chair covers, table skirts on the bridal and cake tables with black, white or your choice of linen serviettes
- \* You have a choice of white chair bows or black, aqua or red chair sashes
- \* Cake table and gift table supplied with white wishing well
- \* White fairy lit curtain backdrop supplied behind bridal table

## Table Decorations

- \* Table Decorations include your choice of the following:
  - A variety of glass candle centres with clear crystal accents and white candle
  - Romantic white lanterns
  - Gold or Silver heart Scatters, or clear diamond Scatters
  - Pale pink or red rose petal Scatters
  - Round mirror centrepieces & Tealight candles
- \* White tulle, jasmine or ribbon decorations around poles
- \* Other decorations are available in the Optional Upgrade packages

## Ceremony Location

Your package includes use of "The Lady" for your ceremony location. Other options are available in the Optional Upgrade packages for example:

- \* The Sanctuary Cove Bali Pavilion or Marina Garden
- \* The Spit, Main Beach (park or beach)
- \* Pacific Park, Oatland Esplanade, Paradise Point (beach ceremony)

## MC / Vocalist / DJ

Our gifted Resident Vocalist is available for the 4 hours of cruising for your MC needs. Depending upon your personal requirements and requests he supplies background and mood music, live vocal entertainment, DJ mixing and an atmosphere to match you and your guest's personalities. We supply a microphone for your speeches and co-ordinate your choice of wedding music.

## Personalised Wedding Co-ordination

With over 12 years experience in the wedding industry we offer a complete, unique, Wedding Co-ordination Service. Leanne has experience in weddings beyond her years of co-ordinating Award Winning Venues. She has been, and is an actual Wedding Photographer, Videographer, Florist, Stationer, Venue & Cake Decorator, Caterer and Entertainment Manager and this sets our service apart and into a elevated category. Enjoy the peace and ease that comes from this unique experience from someone who doesn't just think, she does!

Each wedding comes with personal attention, detail, planning and your own running sheet to ensure your planning process is as smooth and enjoyable as your perfect Wedding Day!

Usually 2 - 4 face to face appointments are necessary

- initial meeting
- follow up meeting to choose basic package components
- one or two meetings to fine tune package and optional extras
- final meeting to confirm package, running sheet & final payment

## Other Small Wedding Packages Available

If your wedding numbers are under 50, we have an alternate package available. Additionally, if your wedding numbers are under 30, we have a package that may suit. Small Wedding packages are strictly for Monday to Thursday Weddings, or weddings booked less than 3 months in advance.

# What do I do next?

Make sure you have completed your booking requirements...

- \* Confirm your date with “The Lady” and forward your deposit of \$500 AND your booking form with basic details
- \* Bookings are only recognised upon receipt of the non-refundable booking deposit
- \* Carefully check your schedule, especially the dates, times & package requirements
- \* Make appointment to arrange outline (i.e.: estimated numbers, cake info, ceremony time & location, celebrant, theme, decorations, gifts, colours, extras etc)
- \* Meet with your Celebrant/Minister, DO PAPERWORK (must be completed at least one month & 1 day prior to your wedding)
- \* If you have international/interstate guests coming, and your wedding is more than 6 months away, send a “save this date” pre-invitation
- \* Arrange for a booking form from The Hyatt Sanctuary Cove, or Marina Quays Resort and send with “save the dates”, if required
- \* Finalise your wedding Bridal Party
- \* Start working on your wedding music requirements
- \* Book your hair/make-up artist

Approximately four months prior to your wedding...

- \* Send your guest list and invitation requirements to Leanne
- \* Have your theme & colours confirmed
- \* Confirm your package requirements
- \* Purchase any special ribbon or cake toppers and give to Leanne
- \* Arrange any custom package requirements, eg: engraving & personalised chocs etc
- \* Finalise your flower requirements with Leanne
- \* Finalise your package theme, decorations & requirements with Leanne
- \* Ask someone to be your MC & give them the Guideline sheet
- \* Order wedding rings if you haven't already done so
- \* Write down a list of any “special” photos you may require
- \* Write down a list of any music requirements (ie: live or special song requests)

## Approximately two months prior to your wedding...

- \* Contact your celebrant and confirm arrangements
- \* Pick up rings
- \* Arrange a hair/make-up trial
- \* Do a draft of your seating plan if required
- \* Ask persons required to make a speech, eg: Bride's Father & Mother, Groom's Father & Mother, Best Man, Maid/Matron of Honour, Groom & Bride  
Give them a copy of the speech requirements
- \* Make sure you have all accessories and clothing for Bridal party  
eg: dresses, suits, ties, jewellery, shoes, socks, hair accessories, bags, etc
- \* Make sure any alterations are done to Bridesmaids dresses, suits and clothing

## Approximately one month prior to your wedding...

- \* Make a time to meet with Leanne
- \* Bring your requirements for table gifts/placecards
- \* Bring your seating plan if required
- \* Identify any special meal requirements and where they are seated eg: coeliac
- \* Bring your selection of music
- \* Confirm numbers
- \* Pick up flowers if artificial, confirm if fresh
- \* Confirm Running Sheet
- \* Get balance of package ready for payment no later than 10 days prior to your wedding day
- \* Arrange for payment of bar tab to venue if required (if Spirits bar tab is required)
- \* Arrange for final dress fitting & pickup

# Booking Requirements

## Venue/Function Service Agreement

In order to co-ordinate your special event to our high standards, we ask that you, the client, observe the following conditions:

- \* Confirmation of a booking will only be recognised upon receipt of a non-refundable, booking fee of \$500 by cash, cheque or direct deposit to:  
Momega Pty Ltd                      St George Bank  
BSB: 114 879                          A/C: 0438 69275
- \* All deposits will be held for a two week cooling off period after which it becomes non-refundable.
- \* Final details of menu chosen and beverage requirements must be provided no later than 10 days prior to your function.
- \* Guest numbers, decorations, ceremony location & any special requirements are to be finalised 10 days prior to your function, when full & final payment is required.
- \* Whilst all possible care will be taken, Gold Coast Cruises will not accept responsibility for circumstances beyond their control, prohibiting, restricting, or altering your function/wedding.
- \* Minimum confirmed numbers on all menus is 50 people unless otherwise specified. If numbers fall below the client will be charged at the minimum number rate.
- \* Gold Coast Cruises will not accept responsibility for outside contractors and the services they provide.
- \* Should unforeseen circumstances eventuate, ie: inclement weather, mechanical breakdown of the vessel etc, the function can still be held on MV The Lady and a cash refund of \$400 will be made available to the client
- \* Prices are current, but subject to reasonable change as a result of any movement in the CPI index and wage/salary movements
- \* Clients will be responsible for payment or replacement for loss & damages sustained to equipment, furniture, fittings & decorations directly caused by any member of their party

- \* Clients are not permitted to provide any food or beverage (unless specified) & food not consumed remains the property of Gold Coast Cruises. (excludes Wedding Cake)
- \* Function patrons are reminded of the Liquor Licensing Laws and Gold Coast Cruises legal responsibility to refuse the right of service to intoxicated patrons.
- \* All extras incurred during your function must be paid for prior to the end of your function. (includes bar tab etc)

By signing this agreement and/or paying my deposit, I accept this contract has been entered into between myself and Gold Coast Cruises on the above mentioned conditions

Client's Signature: \_\_\_\_\_

Client's Name: \_\_\_\_\_

Client's Signature: \_\_\_\_\_

Client's Name: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/2012\_\_