



WEDDING CEREMONY INFORMATION PACKAGE



For more information or to book your ceremony please contact:
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Office hours are 8am – 4pm Monday - Friday



ARALUEN BOTANIC PARK WEDDING CEREMONY FEES AND CONDITIONS

CEREMONY FEES

The fee for holding a wedding ceremony in the Park is \$500.00

This fee includes:

- Free entry for wedding party and guests
- 10 chairs
- Signing table 70cm x 65cm (no table cloth supplied)
- Power supplied upon request
- Free access to the gardens for wedding photos

Equipment supplied by Araluen will be placed at your location prior to your ceremony time. Please arrange to set-up the chairs and table to suit your own requirements.

WEDDING PHOTOS

We welcome the Park to be utilised for wedding photos (even if a ceremony is not held). A fee of \$100.00 applies if a ceremony is not held and bookings are essential.

CONFIRMATION OF BOOKING

Bookings should be made 6 months prior to your date of ceremony. Bookings will only be accepted upon receipt of a completed application form and a 50% deposit. Direct deposit, EFTPOS, MasterCard and Visa facilities are available.

Balance of payment is required 60 days prior to ceremony.

CANCELLATION

In the event of cancellation a 20% fee will apply against the total cost. This will be deducted from any refund of deposit due.

STANDARD CEREMONY DURATION

All ceremonies are subject to a 2-hour time limit. If more time is required, please refer to the heading RECEPTIONS. Ceremony times must be within the Park opening hours of 9.00am to 6.00pm or 9.00am to 5.00pm in the winter months. The Park will not be open outside these times.

AVAILABLE DATES

The Park is available for ceremonies and receptions from 9.00am to 6.00pm all year except:

- August & September due to our busy Tulip season
- Mid October due to maintenance
- Christmas Day

RECEPTIONS (in Park grounds)

When using the Park grounds for an extended time for any type of reception, a facility hire fee of \$500.00 will apply. Reception times must be within the Park opening hours of 9.00am to 6.00pm. The Park will not be open outside these hours. Receptions are limited to simple picnic style that do not require large amounts of infrastructure and extended set up times.

MARQUEES

Marquees are not permitted.

NOISE LEVELS

Araluen Botanic Park is a public place and noise can adversely impact on other Park patrons and the local neighbourhood. Music of any type must be played at a low volume. Please notify the Araluen office **BEFORE** you book **ANY** live entertainment.

EQUIPMENT

Should you require specific additional equipment, these items will need to be prior approved by Park Management and sourced externally. If you wish, Araluen can recommend various hire organisations, however we do not take any responsibility for this equipment or set-up.

ARRANGEMENTS/DECORATION

The throwing of confetti or rice is prohibited within the Park grounds but rose petals are acceptable. Plants can only be brought into the Park with the permission of Park Management. Araluen will not take responsibility for any decorations on the day of the ceremony and all items must be removed after the ceremony is finished.

ALTERNATIVE OPTIONS

In a situation where inclement weather is experienced, the Log Cabin Shelter or Mary Hargreaves Pergola may be made available. These are suitable for up to 100 people standing. This will need to be arranged 7 days prior to your ceremony.

FIRST AID AND MEDICAL ATTENTION

If first aid or medical attention is required, please contact the nearest staff member at the Park Entry, Roundhouse Gift Shop or Chalet Healy Cafe.

APPLICATION FOR USE OF ARALUEN FOR A CIVIL WEDDING CEREMONY AND/OR PHOTOGRAPHS

Date of Application: ____/____/____

Ceremony Day _____ Date _____

Year _____ Start time _____ Finish time _____

Full Names of Applicants _____

Daytime contact number _____

Email address _____

Postal Address _____

Suburb _____ Post code _____

Location (for ceremony only) _____

Please tick the appropriate boxes.

Wedding Photographs Only - \$100.00

Wedding Ceremony - \$500.00

Outdoor Reception (Facility Hire Fee) - \$500.00

Please tick if you wish to have the 10 x chairs and 1 x signing table provided

I would like to pay - full amount \$ _____ / or deposit \$ _____

Cash EFTPOS Money Order Cheque Direct deposit

Bendigo Bank
BSB: 633 108
A/N: 131508830

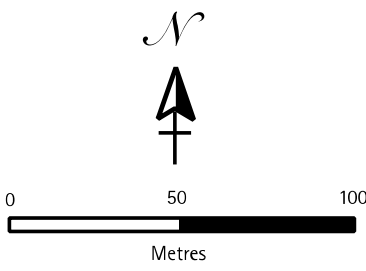
Please debit my credit card as follows: Visa MasterCard (*Please Circle*)

Card Number:

Expiry Date: _____

Cardholder Name: _____ Signature: _____

Signature of Applicants: _____



— Roads

— Easily traversed paths

⋯ Paths with steps and slopes

~ Water features

♿ Public toilets

P Parking

i Information

♿ Wheel Chairs

BBQ Free Electric Barbeques

♿ Special Needs Only

♿ Poolside Pergola

♿ Entry Plaza

♿ Gatehouse

P Entry via Carpark

ENTRY AND EXIT

To Albany Highway via Croyden Road and Brookton Highway

To Albany Highway (Kelmescott) via McNess Drive and Croyden Road

YAL Camp Simons

To Albany Highway (South) via Canning Dam

To Brookton Highway via Gardner Road

