



Pomodoras Wedding Terms & Conditions

Bookings

A tentative booking will be held for a period of 14 days only without a security deposit. If another enquiry is made for that same date, we will give you a courtesy call. However, if you have not responded within the 14 days we will terminate your booking without notice.

Confirmation/Deposit

A non – refundable deposit of \$1,000.00 is required to confirm the date. Cash, Card or Cheques accepted. (Cheques made out to Pomodoras on obi) This amount will be deducted from your final balance. A signed copy of the terms/conditions and the wedding booking form must be also returned upon confirming your booking. Only then is your booking secure. (20% surcharge on Sundays & Public holidays)

Minimum / Final numbers

Minimum of 50 adults (Monday, Tuesday, Friday, Saturday & Sunday) a minimum of 40 adults (Wednesday & Thursday)

– Venue hire charge of \$750.00 applies to all weddings.

If the number drops below the minimum, we reserve the right to charge accordingly. *conditions apply (venue fully closed on Mondays)

Apart from when exclusive use is not required and the main dining room or veranda is used for between 10-30 people

Exclusive use of the venue for numbers under the minimum will need to spend a min of \$5,000 on Food & Beverage or incur surcharge of \$750.00

Final number of guests attending will be required 14 days prior to the event.

Payments

\$1,000.00 /deposit to confirm your booking

\$1,000.00 / 90 days (3 months) prior to the event date

Full payment will be required 14 days' prior, based on the final numbers given. We do not accept Amex or diners. Payment for any extras can either be paid at the conclusion of the event or if you are staying overnight in the cabins this can be added to your total accommodation bill, payable on your departure.

Cancellation Policy

In the event that you need to cancel the following charges apply:

\$1,000.00 deposit is non-refundable. Notification of 30 days or less the second payment is non refundable.

The final payment is non refundable if less than 2 weeks' notice is given.

Responsible Service of Alcohol & Music Restrictions

Alcoholic beverages may only be consumed by patrons over the legal drinking age of 18 years. Proof of age may be requested by management or staff at any time, if your guests are unable to produce ID, they will be refused service. Please remind young guests to bring their ID just in case.

****Bar will close at 10:00pm and guests will need to be vacated from the property by 10:30pm unless all 5 cabins have been booked then bar will close at 11:00pm with everyone vacated by 11:30pm**

No BYO food or beverages, allowed in the garden or restaurant as we are a licensed venue. Management has the right to confiscate any beverages not purchased from the Pomodoras bar.

As part of our House policy we will place a max of 4 bottles of wine on the tables during the meal, they will not be replaced by staff when empty, your guests will be able to ask at the bar for more drinks, this way we can monitor behaviour more closely to ensure a pleasant evening for you and your guests. We thank you for your understanding.

As a requirement by our licence we can only offer acoustic and IPOD music. Live amplified bands or DJ's will need a temporary variation on our licence which will need to be approved by management first.

Loss and Damage

Loss or damage to the property, carpet, fixtures and fittings (including accommodation cabins) caused by the client or guests will be your responsibility and all appropriate charges will be made and must be paid no later than 14 days after the event.

Children and Minors

All Children must be strictly supervised and remain with parents or guardians at all times during the function.

Any damages caused by children or minors to the property or equipment will be charged to the client.

Insurance

Management accepts no responsibilities for the loss, theft or damage to your possessions or those of your guests, prior to, during and after the function.

Menu Variations / Prices

Once you have secured and confirmed your booking Pomodoras will honour the prices quoted at the time of booking. However, booking made 2-3 years in advance, may find prices increase by 10% depending on product prices the year of the wedding.

Due to the seasonal menu structure, some of the produce may not be available all of the time; in this case we will notify you of menu the changes.

All prices are quoted including GST unless otherwise stated. Children's and special meal/menu requirements are available upon request.

Management prohibits the consumption of food or beverages on premises other than those supplied by Pomodoras.

Setup

If one of our styling packages has not been included, and the Pomodoras staff or management is required to set up table decorations, place cards, chair sashes etc a labour cost of \$45.00 per hour will be charged

Cleaning

General cleaning is included in the venue hire fee; however, manager reserves the right to charge the client for and property damages made by guests.

No glitter or confetti is permitted on the property – only rose petals or bubbles.

The Essentials

A must have and charged at \$3.50 per person which includes; white table cloths, white linen napkins, use of our wireless microphone, in-house sound system for IPOD music, cake knife (if no styling package taken)

Function Agreement

A signed copy of our Terms and Conditions must be received prior to your function date. A copy will be kept on our premise for your reference.

On behalf of myself and all persons attending our function on the date above, I hereby acknowledge and agree to the terms and conditions set out by Pomodoras

Print name _____

Wedding Date _____

Signature _____

Today's date _____



Wedding Booking Form

Wedding Date: _____

Ceremony Time: _____ Reception Time: _____

Bride: First name _____ Surname _____

Groom: First name _____ Surname _____

Contact Details:

- Mobile Numbers: _____
- Home Number: _____
- E-mail: _____
- Postal Address: _____

Credit Card Details:

- Visa MasterCard
- Number: _____ Expiry date: _____
- Name of card: _____
- Signature: _____

Preferred payment method - Credit card Direct Debit

Payment Details: (office use only)

- \$1,000.00 deposit (date paid _____)
- 2nd Payment \$1,000.00 - due 90 days prior (date paid _____)
- Final Payment - due 14 days prior (date paid _____)

Notes:

Ceremony (on site or off site)

Accommodation required (yes or no)