

All prices are valid for the period of December 2022 – December 2023

FEES / PAYMENTS + TERMS & CONDITIONS

- A \$150 booking fee is required to secure the chosen date.
This is also the venue hire fee.
- A 50% Deposit is required 4 weeks prior to the function.
- The balance is to be settled 2 week prior to the function, at which point the total numbers of people needs to be confirm.
- Any dietary requirements, final menu choices and all other details must be advised prior to the 2 week mark this includes any mic use, presentations or audio visual requirements.
- Please be aware that prices are subject to price increases if bookings are made far in advance and out of the dates of this pack.
- Due to the nature of our business cancellations affect us significantly and we apply a strict cancellation policy.
 - a) The booking fee is not refundable.
 - b) If you cancel your booking after the 50% deposit has been paid, there will be no refund. If however we are able to rebook the date we may refund some of your deposit.
- Infants (0–1 year of age) free and not catered for.
- Children age 1 and up are charged as an adult.
- **Please park in designated areas only & speed limit is 10km.**
- **No smoking on the property, except in designated area. Penalties may apply.**
- All liquor licensing laws apply and will be enforced.
- This venue is not BYO drink or food.
- Payments can be made with cash, Eftpos or direct debit.
- Invoices will be emailed/issued via Xero online.

As you enjoy your visit, know that your patronage contributes towards the restoration of this Category 1 Historic Hawke's Bay property.



All prices are per person. All prices subject to change. All functions subject to T's & C's supplied

Wedding Terms & Conditions

- Prices listed in the wedding pack are subject to change at our discretion, this includes venue hire fee, food, drink and accommodation. All costs will be confirmed 3 months prior to the wedding day. This packs prices are a guide due to the long time lines involved, however any price increases will be limited to 5% as long as the wedding date is in the same season as the related wedding package. New seasons & wedding packages for future dates may exceed the 5% increase.
- We require a minimum beverage spend of \$35 per person to be charged to your account prior to using cash bar services.
- Infants (0–1 year of age) free and not catered for. Children age 1 & up are charged as adults.
- Once you have selected your Wedding date we will send you a venue hire & booking fee invoice to secure your date. Please note we only allow 48 hours to pencil a date in then it will go back to being an available booking date to others.
- Your 2nd invoice is for the 50% deposit of the estimated total spend (drinks, menu & number of guests) 6 weeks prior to your Wedding date. This is required to be paid within 2 weeks of receipt.
- Your 3rd invoice is for the balance of your estimated spend (drinks, menu & number of guests) 2 weeks prior to your Wedding. This is required to be paid within 7 days of receipt.
- Final payment on the day will be charged with additions made for any extra guests or expenditures.
- Due to the nature of our business cancellations affect us significantly and we apply a strict cancellation policy.
 - a) If you cancel more than 6 months before your wedding you will forfeit the booking fee. IF HOWEVER we are able to rebook the date we will refund the booking fee to you less an administration cost.
 - b) If you cancel your booking within 6 months of your wedding, you will forfeit the booking fee.
 - c) If you cancel your booking within 4 weeks from your wedding you will forfeit the booking fee and the 50% deposit.
- Where possible we will endeavor to make good any unforeseen circumstances.
- The total number of guests attending ,any dietary requirements, final menu choices and all other details, beverage requirements, entertainment, room set-up, etc, must be advised 2 weeks prior to your Wedding.
- The bar list prices for events at St Vincent's include the use of our liquor license, bar staff, glassware, all associated bar equipment required for service, and GST.
- Payments can be made with cash, Eftpos or direct debit.
- Invoices will be emailed/issued via Xero online.
- This venue is not BYO drink or food.

*All prices are per person. All prices subject to change. All functions subject to T's & C's supplied
All prices within this wedding pack are valid for the period of September 2022 – September 2023*