



# WEDDING PACKAGE



*Crystal*  
Clear Images Inc.

## CONGRATULATIONS!

The excitement is in the air. We've heard that someone is getting married!

Clovelly would be honored to host your friends and family for a night of exquisitely prepared food, attentive staff and an extraordinarily good time. Let us welcome you to the Gazebo, a stylish, spacious venue featuring large windows for a view of the course. Let's step outside to the patio for cocktails under the stars.

Whether it's an intimate family gathering or a party of 350 of your closest friends, our goal is to capture your vision and make your moment in time memorable and meaningful.

We have an extensive menu to provide you with many diverse options. We welcome you to work with our Event Team to customize something special for you and your guests. You can even meet with our bartender to create a theme drink or martini for our cocktail bar.

Let our dedicated Event Team take care of the details.

By day or by night, Clovelly's charm is in its ability to morph into the setting that echoes the preferred tone of your wedding. It's in the planning. It's in the exquisitely prepared food. It's in a flexible floor plan and staff that cater to every need.

## WEDDINGS AT CLOVELLY

Clovelly is pleased to provide the following touches to every wedding celebration:

- champagne for head table
- cake cutting & presentation
- wine tasting (planning) and wine pouring (event)
- guest parking and reserved parking for bride and groom
- LCD projector and screen, podium and microphone
- ivory linens and custom setups
- vegan, vegetarian, gluten free, diabetic and children menu options
- beautiful interior and exterior photo options for wedding party

We also work with a group of experienced and talented decorators and DJ's and would be happy to provide a recommendation.

## COSTS

Wedding fee (includes all features listed above) \$1100

Wedding ceremony \$1000

Thank you for considering Clovelly to celebrate your special day. This package should answer many of your initial questions. For more information, or to schedule a viewing, please call 722.9023. Our Events Team is available at any time to assist.

# CONDITIONS OF BOOKING

*The following terms and conditions apply. If you have questions, please contact our Events Team at 722.9023.*

All food and beverage must be supplied by Clovelly and cannot be brought in from outside sources. Due to health regulations any food or beverage that is not consumed cannot leave the property after an event.

Provincial liquor laws prohibit the sale or donation of alcoholic beverages that are not purchased under the liquor license of Clovelly. Bar service will conclude at 1:00am.

Signage and decorations must be approved by Clovelly and all decorations must be taken down at the conclusion of the event. Please note: rose petals and confetti are not permitted.

Clovelly will not be held responsible for storage, loss or damage of personal items.

Credit card details, a non-refundable deposit in the amount of \$1000 as well as a signed function contract are required to confirm event booking.

Bookings are subject to a minimum event charge, as agreed to by the client and detailed on the function contract.

Menu selection to be finalized 4 weeks prior to event.

In the event of food allergies, please coordinate special needs so we take necessary precautions – alternate meals are charged separately.

Guaranteed numbers of attendees are to be finalized by 12:00 noon, 3 business days prior to your event. You will be billed for the number of guests guaranteed or actual attendance, whichever is greater.

If guaranteed number of attendees has not been received, your charges will be based on the original contracted number of attendees or actual attendance, whichever is greater.

All cancellations must be confirmed in writing to Clovelly.

Termination Date	Administration Fee	Food & Beverage
0 - 14 days	100%	100%
15 - 30 days	100%	100%
31 - 90 days	75%	25%
91 - 180 days	Deposit	0
181 - 365 days	Deposit	0
12 months +	Deposit	0

All services subject to 15% HST; food and beverage add 15% for service charges.

Clovelly is required to collect the SOCAN and RE SOUND music fees (up to \$90).

Menu prices will be confirmed 6 months prior to the event. Payment is due on receipt of invoice; 1.5% is charged past due.

# FREQUENTLY ASKED QUESTIONS

**Can we supply our own caterer or our own wine?**

*Clovelly is proud to have a full team of experienced Chefs and staff to help to make your day special. Provincial liquor laws prohibit the sale or donation of alcoholic beverages not purchased under the liquor license of Clovelly.*

**Can we choose a wine not on your list?**

*Yes, we will source the wine and provide you with the price per bottle.*

**How late is bar service available?**

*Bar service will conclude at 1:00 a.m.  
Extended Bar is available until 2:00 a.m. for \$250.00*

**Is there a service fee on food/beverage?**

*A 15% gratuity is charged on all food/beverage purchases (includes meal, wine, host bar and/or drink tickets)*

**Can we provide our own decorator and DJ?**

*Yes. Our staff can assist with recommendations.*

**Is parking available?**

*Yes, we have ample complimentary parking.*

**Is a live band permissible?**

*Yes, a live band is permissible, however this is required to be approved by the Event Manager prior to booking.*

**What audio-visual equipment do you provide?**

*For your convenience, we are pleased to provide a complimentary podium and microphone, LCD projector and screen.*

**Is there a coat check available? Is there an extra charge?**

*Yes, there is an available coat check. There is no charge unless you would like a staffed coat check. In this case, the fee is \$25.00 per hour, three hour minimum.*

## WEDDING QUESTIONS

**Can we do a cupcake wedding cake?**

*Yes, you can provide cupcakes for guests.*

**How many can be seated at your head table?**

*A maximum of 14 people.*

**When can we decorate?**

*Your decorator has access to the room beginning at 10:00 a.m.*

**How long are the prices in a wedding package effective?**

*Wedding package prices are effective for 2017 weddings; prices and selections are subject to change for weddings scheduled in 2018 +*

# VENUE FLOOR PLANS

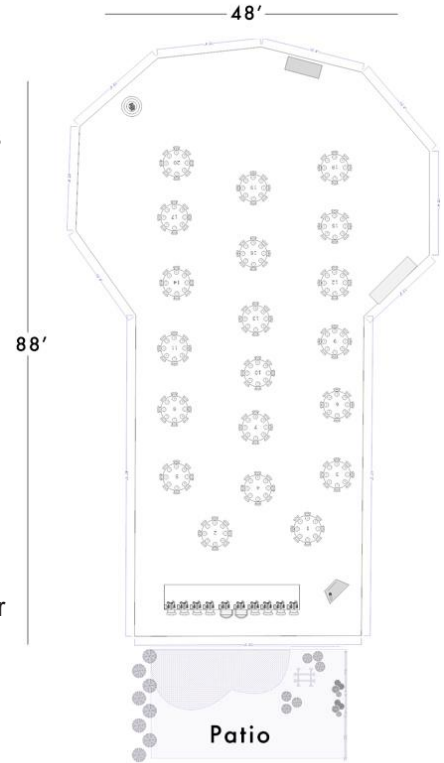
## GAZEBO

This beautiful room is the most requested for weddings and a decorators dream. Guests overlook our signature course and can avail of the adjoining patio.

Fixed bar and washrooms  
Separate from Clubhouse  
Patio

### Room Configurations & Capacity

Banquet – up to 200 persons  
Reception – Up to 300 persons



## PATIO

Outdoor Room (For seasonal use only) Casual setting with great view for a small gathering. Up to 20–40 persons.

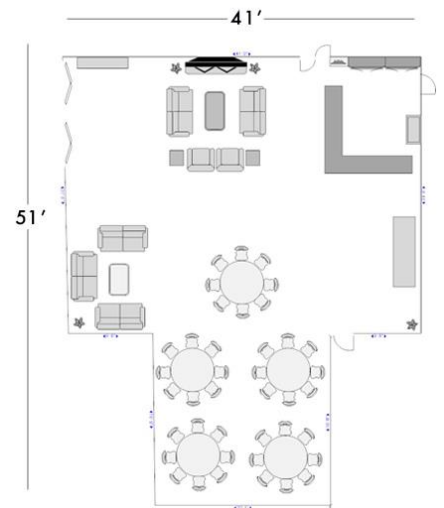
## CLUBHOUSE - NINETEEN

Offers spectacular views of the course with an adjoining covered patio.

Fixed bar and washrooms  
Fireplace  
Covered patio

### Room Configuration & Capacity

Banquet – up to 100 persons



## CLUBHOUSE - MEMBERS LOUNGE

The perfect site for a small, intimate wedding.

Fixed bar and washrooms  
Fireplace  
Covered patio

### Room Configuration & Capacity

Banquet – up to 40 persons

