

# Weddings

AT THE VINES RESORT



VINES.COM.AU



NOVOTEL  
HOTELS & RESORTS  
VINES RESORT  
SWAN VALLEY





# Congratulations

## ON YOUR ENGAGEMENT

The Novotel Vines Resort in the Swan Valley is the perfect location for your wedding day. Whether you choose to hold your ceremony in our vineyards, garden pavilion or elsewhere within our tranquil resort grounds, our professional team is here to help you every step of the way.

We can offer everything you need for your special day including high tea hen's parties, groom's golf days, discounted accommodation for all your guests, picturesque locations for photos, a variety of ceremony locations & reception venues, tailored wedding packages and more – we have everything you need in the one location!

Our professional and dedicated team will take care of the important details from the moment your guests arrive, to your departure, allowing you to simply relax and enjoy your special day, with free parking available for all your guests.

To arrange an appointment to discuss your wedding plans and a personal tour of the resort, please contact our Wedding team on (08) 9297 3000 or email [weddings@novotelvines.com.au](mailto:weddings@novotelvines.com.au)





# CEREMONY *Gardens*

Exchange vows in our stunning Ceremony Gardens, set amongst our own private vineyard.

Includes:

- 30 white folding chairs
- Jute carpet
- Registry table and 2 chairs
- 2 x market umbrellas
- Iced water drink station

**\$995\***

*\* Ceremony package price based on reception being held at the Novotel Vines Resort*

*No confetti please, only real petals or natural leaves permitted*



# GARDEN Pavilion

One of the Swan Valley's most charming wedding ceremony spaces, the Garden Pavilion is surrounded by manicured lawns and gardens, overlooking our landscaped golf course.

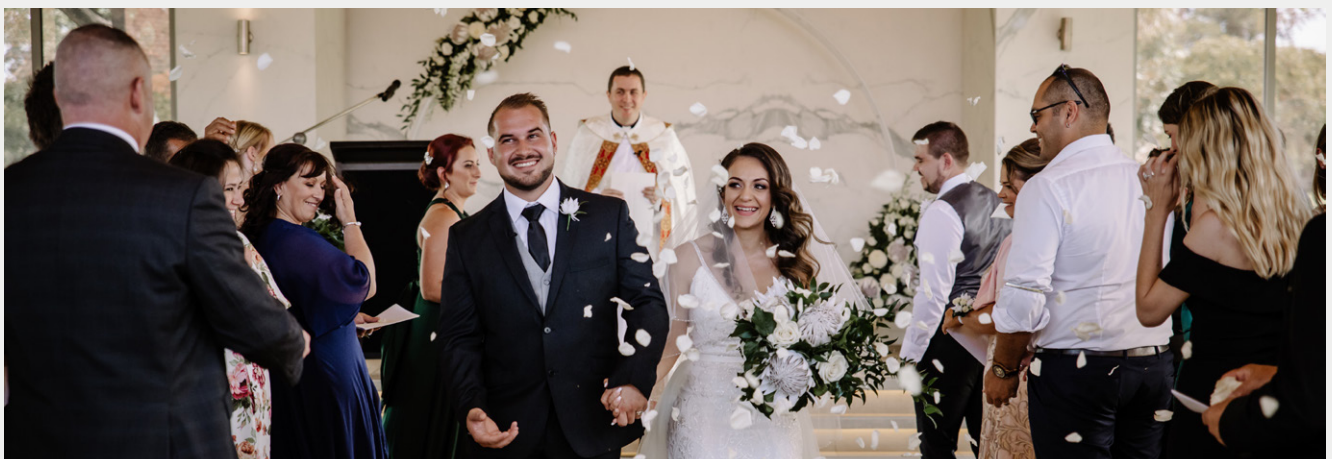
Includes:

- Timber bench seating for 50 guests
- Registry table and 2 chairs
- Iced water drink station

**\$1400\***

*\* Ceremony package price based on reception being held at the Novotel Vines Resort*

*No confetti please, only real petals or natural leaves permitted*







# ALL INCLUSIVE PACKAGES

## Sparkling

**\$179PP**

The Sparkling Package is designed to help you create the perfect reception with the inclusions that are important to you.

Choose some optional extras from our suppliers list, or use your own connections, either way, the Sparkling Package allows you to tailor your ideal reception.

### Includes:

- Your choice of a three course set menu or buffet
- Five hour standard beverage package
- Venue hire for six hours  
*Weddings between 30 - 49 guests, a \$1,000 venue hire is applicable*
- Printed menus & table seating plan
- Lectern & microphone
- Dance floor
- Skirted bridal, cake & gift table
- Overnight accommodation for the bride and groom in a Deluxe Suite with full buffet breakfast & late check out.

Minimum of 30 guests.

## Vin Rouge

**\$195PP**

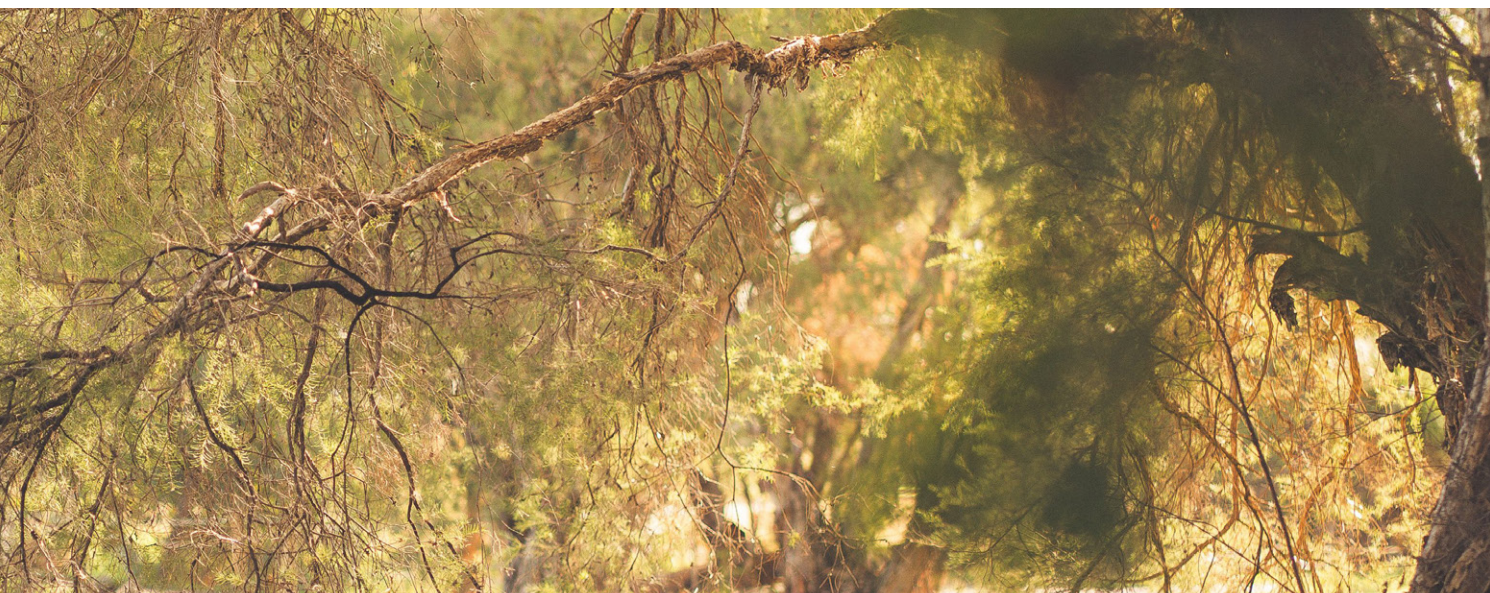
A cocktail reception is the perfect way for your guests to celebrate your big day!

Based on four hours of continuous canapé service, this package includes a mix of traditional canapés as well as something a little more substantial and dessert.

### Includes:

- Four hours of cocktail food including eight canapé selections
- Two substantial items and two dessert selections
- Five hour standard beverage package
- Venue hire for six hours
- Lectern & microphone
- Dance floor
- Tiffany chairs
- Skirted bridal, cake & gift table
- Overnight accommodation for the bride and groom in a Deluxe Suite with full buffet breakfast & late check out.

Minimum of 60 guests.



## Vin Blanc

\$199PP

The Vin Blanc Package covers the most important components of your reception whilst leaving you time to concentrate on the finer details.

This package includes the fundamental options for your special day allowing you to source the extras that are important to you.

Includes:

- Half hour of Chef's selection of savouries
- Your choice of either a three course set menu with an alternating main course or buffet
- Five and a half hour standard beverage package with premium beer upgrade
- Venue hire for six hours
- Printed menus & table seating plan
- Lectern & microphone
- Dance floor
- Tiffany chairs
- Skirted bridal, cake and gift table
- Overnight accommodation for the bride and groom in a Deluxe Suite with full buffet breakfast & late check out

Minimum of 60 guests.

## Vineyard Feast

\$215PP

Made for sharing! Our Vineyard Feast is designed so that guests can graze at their leisure. Served on rustic wooden boards to the table, all guests are sure to enjoy the culinary delights on offer! Suitable for long table styled weddings.

Includes:

- Half hour of Chef's selection of savouries
- Grazing table starters
- Shared style main courses
- Selection of desserts served on tiffany stands
- Five hour premium beverage package
- Venue hire for six hours
- Printed menus & table seating plan
- Lectern and microphone
- Dance floor
- Tiffany chairs
- Skirted cake and gift table
- Overnight accommodation for the bride and groom in a Deluxe Suite with full buffet breakfast & late checkout

Minimum of 60 guests.



# FUNCTION Rooms

## BOARDROOM



The smallest of our function rooms, suitable for intimate and unique weddings. Our Boardroom extends onto a beautiful semi private courtyard which is the perfect location for your pre-dinner drinks.

Minimum Spend:  
Monday to Friday \$2,500  
Saturday & Sunday \$3,000

Capacity:  
Seated 30 - 40  
Cocktail 50

## CABERNET



With views everywhere you turn, a courtyard overlooking the golf course and your own private bar, our gorgeous Cabernet Room is truly perfect.

Minimum Spend:  
Monday to Friday \$10,000  
Saturday & Sunday \$11,000

Capacity:  
Seated 70 - 110  
Cocktail 140

*Room capacities indicated are approximate only and do not take into account large staging elements or setups.*



# FUNCTION Rooms

## SAMUEL COPLEY



The ideal combination of golf course and pool views, romantic lighting and a space that gives you endless options, the Samuel Copley Room has everything needed for a classical reception.

Minimum Spend:  
Monday to Friday \$10,000  
Saturday & Sunday \$11,000

Capacity:  
Seated 70 – 110  
Cocktail 140

## BARRETT LENNARD



Let your imagination run wild in our Barrett Lennard Room. From round to long tables, ceiling drapes to chandeliers and even a suspended cake from the ceiling, the options are endless!

Minimum Spend:  
Monday to Friday \$12,000  
Saturday & Sunday \$14,000

Capacity:  
Seated 100 – 160  
Cocktail 180

*Room capacities indicated are approximate only and do not take into account large staging elements or setups.*

## A SNIPPET OF OUR MENUS

# Cocktail Menu

Choose eight canape items, two substantial items and two dessert items

### Canapes (Sample selection)

Smoked salmon, mini toast, horseradish cream

Tuscan bruschetta, rocket pesto, marinated tomato, shaved parmesan

Persian feta tartlet, fig jam

Chicken satay skewers, warm peanut sauce, coriander

Pumpkin arancini, pesto

Prawn dim sum, wood ear mushrooms, Asian herbs

### Something Substantial (Sample selection)

Thai beef salad, bean shoots, cucumber, lime, chilli, coriander, peanuts, spicy dressing

Quinoa and spinach salad, goat's cheese, pine nuts, honey roasted pumpkin, croutons

Beer batter flathead fillets, crispy beer battered chips, tartare

Butter chicken, basmati rice, mint yoghurt, papadum

### Dessert (Sample selection)

Assorted French fruit tartlets

Petit eclairs

Chocolate tarts

Lemon meringue tarts

# Set Menu

Dinner is accompanied by fresh bread rolls and butter

### Entrée (Sample selection)

Char Siu pork belly, seared scallops, apple salad, vanilla celeriac puree

Honey glazed duck breast, carrot puree, roast hazelnut and rainbow chard salad, charred baby apple, aged sherry vinaigrette

Milk poached scallops, vanilla cauliflower puree, chorizo crumb, savoury granola

Goats cheese, apple and celery, black olive short bread, fig jam, herb salad

### Main (Sample selection)

Grilled barramundi, royal blue potatoes, pea and mint puree, fennel and apple salad, blood orange emulsion

Corn-fed chicken wrapped in prosciutto, thyme mash, butter poached leeks

Roast sirloin of beef, potato gratin, charred onion, baby carrots, port wine reduction

Lemon and parmesan risotto, rocket, butternut and parsnip salad

### Dessert (Sample selection)

Sticky date pudding, butterscotch sauce, vanilla bean ice cream

Butterscotch crème brulee, blackberry compote and mint

Vanilla panna cotta, minted raspberry coulis

Tiramisu served with white wine poached pears

If you would like a copy of our current wedding menu, please contact our wedding team. We can cater for all dietaries.

Please note that menu items may contain traces of nut, egg, soy, wheat, seeds and other allergens. Due to the nature of the meal preparation and possible cross contamination, Novotel Vines Resort, Swan Valley is unable to guarantee the absence of the above ingredients in its menu items.



## A SNIPPET OF OUR MENUS

# Buffet Menu

Choose three salads, four hot dishes (including a pasta) and four dessert items. Served with seasonal steamed greens and local / international cheese platter

### Salads (Sample selection)

Gourmet mixed leaf salad, sprouts, pea shoots, Dijon dressing

Creamy potato salad, spring onion, chives and egg

Greek salad, olives, feta, sundried tomato, cucumber and capsicum

### Hot Dishes (Sample selection)

Tasmanian salmon fillets, citrus beurre blanc, broccolini, toasted hazelnuts, baked new potatoes

Char Sui pork scotch fillet, sesame stir fried Asian greens, crispy fried shallots

Indian butter chicken, coriander, cashews, basmati rice

Slow roasted lamb shoulder, vine ripened tomatoes, goats' cheese and olive oil herb potatoes

### Desserts (Sample selection)

Tiramisu

Lemon curd tart, Italian meringue

Butterscotch crème brulee

Sticky date pudding

# Vineyard Feast Menu

### Grazing Table

Selection of pickled vegetables, Kalamata & Sicilian olives

Premium charcuterie meats - prosciutto, Hungarian salami, spicy chorizo, beef pastrami

Extra virgin olive oil, char grilled Turkish bread, grissini, trio of house made dips

### Main (Shared to the table)

Grass fed beef sirloin tagliata - rocket, pear and parmesan salad, red wine reduction

Corn fed chicken breast - soft mascarpone polenta, roasted almond broccolini, confit cherry tomato

Tandoori Tasmanian salmon, minted peas, crisp lettuce, saffron bearnaise

Pumpkin ravioli, sage beurre noisette, parmesan

### Salads & Sides

Romaine, bacon

Seasonal local vegetables

Triple cooked potatoes, Grana Padano, truffle oil

### Desserts served on Tiffany stands

Assorted eclairs

Walnut brownie

Pavlova

Sticky date pudding

Australian cheese selection, nuts & crackers

If you would like a copy of our current wedding menu, please contact our wedding team. We can cater for all dietaries.

Please note that menu items may contain traces of nut, egg, soy, wheat, seeds and other allergens. Due to the nature of the meal preparation and possible cross contamination, Novotel Vines Resort, Swan Valley is unable to guaranteed the absence of the above ingredients in it's menu items.

# SOMETHING *Extra* FOOD

## COCKTAIL

- Chefs selection of canapes (3 items) served over 30 minutes during pre-dinner drinks \$15 per person
- Additional canapes \$5 per person, per item
- Additional substantial item \$10 per person
- Additional dessert item \$6 per person

## SET MENU

- Shared charcuterie plate - prosciutto, chorizo, salami, beef pastrami, olives, grissini, vintage parmesan \$12 per person
- Shared cheese plate - brie, cheddar and soft blue cheese, lavosh, dried fruit, quince \$12 per person
- Add a soup course \$12 per person
- Alternate drop service of entrée, main or dessert \$10 per person, per course
- Choice service of entrée, main or dessert \$15 per person, per course

## BUFFET / VINEYARD FEAST

- Additional salad \$8 per person
- Additional hot dish \$15 per person
- Additional dessert item \$8 per person
- Fruit platter addition \$100 per table (serves 10)
- Seafood upgrades (Priced upon application)
  - Freshly shucked pacific/rock oysters (pending seasonal availability)
  - Cooked North-West Ocean prawns (shell on)
  - Smoked Tasmanian salmon with capers, onions, horseradish cream, cocktail sauce and lemon







# Drinks

## PACKAGES

### STANDARD PACKAGE

Legacy NV Brut Sparkling

**Select 2 wines:**

Legacy Semillon Sauvignon Blanc

Legacy Chardonnay

Legacy Cabernet Merlot

Legacy Shiraz Cabernet

**Tap Beer**

Hahn Super Dry 3.5%

Hahn Super Dry 4.6%

Selection of soft drinks and fruit juice

Freshly brewed tea and coffee station

### PREMIUM PACKAGE

Jean Pierre Brut Sparkling

Emeri Pink Moscato

**Select 2 wines:**

Ate Pinot Grigio, Victoria

Alkoomi Spear Tree Semillon Sauv Blanc, Mt Barker

Hay Shed Hill Pinot Noir Rose, Margaret River

Ate Shiraz, Victoria

Alkoomi Spear Tree Cabernet Merlot, Mt Barker

**Tap Beer**

Hahn Super Dry 3.5%

Hahn Super Dry 4.6%

150 Lashes Pale Ale 4.2%

Heineken 5.0%

Apple Cider 5.0% - bottled

Selection of soft drinks and fruit juice

Freshly brewed tea and coffee station



# SOMETHING *Extra* DRINKS

- Cocktails during pre-dinner drinks (1 hour) \$18 per person (Pink Grapefruit Margarita & Espresso Martini)
- Celebratory glass of house bubbles for toasting \$7.50 per person
- Upgrade beer package only from standard to premium \$12 per person
- Upgrade wine package only from standard to premium \$15 per person
- Upgrade full beverage package from standard to premium \$25 per person
- Add an alcoholic ginger beer or cider \$7 per person
- Emeri Pink Sparkling Moscato available on consumption
- Non-alcoholic beer and wine available on consumption

*If any beverage listed becomes unavailable due to stock shortages we will offer a substitute to the same value.*



# ACCOMMODATION

# & Leisure

## ACCOMMODATION SPECIAL

*Simply hold your wedding reception with us and receive 10% discount off rate of the day prices on hotel rooms for all your guests attending your wedding.*

Set around a world class tournament golf course, surrounded by the picturesque Swan Valley wine region and the Darling Ranges, the Novotel Vines Resort is only a 35 minute drive from the Perth CBD. Featuring 103 beautifully appointed rooms and a range of self-contained two & three bedroom apartments overlooking the lush gardens and golf course, the resort has an extensive range of facilities to meet your needs.

If you are up for the challenge, try out the four full sized tennis courts, indoor squash court or our fully equipped 24/7 gymnasium. For the avid golfers, tee off for 9 or 18 holes on our golf course with motorised buggy + we've got a range of clubs to hire if you need.

Sound too adventurous? Indulge with a treatment at Aura Salon & Spa, laze by our refreshing pool or tee off for a bit of fun on our state of the art 18 hole mini golf course.

Special offer: Book your hen's high tea with us and receive a complimentary glass of sparkling for each guest. High Tea is available on weekends in Muscats Restaurant for group bookings of 20 or more guests.







# Wedding BUGGY HIRE

Add on a bit of fun for your photos!

Our golf buggies are available for hire for your Wedding photos and are a great way to get around the resort and have some fun with your bridal party.

We have one Limo buggy (six-seater) and numerous two seater buggies for hire. The Limo buggy is subject to availability.

The hire cost starts from \$250 and includes a designated driver and an esky with light refreshments.

Please contact our Wedding team to discuss your buggy plans.  
Quoted individually based on your requirements.





## THE NOVOTEL VINES RESORT

### WEDDING TERMS & CONDITIONS

#### 1.0 WEDDING BOOKING & PAYMENTS

##### 1.1 Booking Confirmation

An initial non-refundable deposit must be submitted with the signed terms and conditions before the Novotel Vines Resort will officially confirm the booking. The required deposit amount is as follows:

Boardroom: \$1500.00

Cabernet Room: \$2500.00

Samuel Copley Room: \$2500.00

Barrett Lennard Room: \$3000.00

##### 1.2 Payment Policy

In addition to the deposit payment, a further payment will be due 6 weeks prior to the wedding date in the amount of 50% of the total anticipated event account. The final account for the Wedding Ceremony and Reception is required at the time of guest number confirmation, seven (7) days prior to your Wedding. If beverages are on consumption basis, The Novotel Vines Resort reserves the right to take a deposit payment prior to the event. Payment for beverages on consumption will be completed upon checkout or on next business day, if not staying at the Resort.

##### 1.3 Payment Methods

Cash, EFTPOS, Bank cheque or Credit Cards can be used as a method of payment. All EFT Transfers are to be processed seven (7) working days prior to the Wedding. All Personal Cheques are to be provided 3 weeks prior to the Wedding. Credit cards will incur a 1.3% surcharge.

##### 1.4 Pricing

All prices quoted are inclusive of GST. Any changes to the wedding packages after the date of confirmation will be subject to current pricing and inclusions at the time. Prices quoted in this brochure are current until 30 December 2025. Please make contact with our Wedding team to establish pricing for 2026 onwards.

#### 2.0 FOOD & BEVERAGE

##### 2.1 Final Catering Numbers

A guaranteed final number of guests is required seven (7) days prior to the event. The final confirmation at this time is what will be charged for and is not subject to change. Any increase in guest numbers must be advised with at least 24 hours' notice and will be charged for accordingly. If final numbers are not received by this time, the Novotel Vines Resort will assume the minimum number as stated on the event contract and charges will be made accordingly. If within 14 days of the event, actual guest numbers differ by more than 20% than the number quoted on the event contract, The Novotel Vines Resort may review the price charged per head and may reallocate your reception to an alternate function room within the Resort. In the unforeseen event that guests cannot attend after your final numbers are given, no refund will be offered.

##### 2.2 Food & Beverage Menus

All food and beverage menus and items are subject to availability and subject to change. While all effort is made to provide the selected meal and beverage options on the day of the event, due to seasonal, yearly changes or unforeseen circumstances, menus cannot be guaranteed.

##### 2.3 Dietary Requirements

Any dietary requirements for your event must be communicated to the Wedding Coordinator at the event order meeting. Please note that menu items may contain traces of nut, egg, soy, wheat, seeds and other allergens. Due to the nature of restaurant meal preparation and possible cross-contamination, The Novotel Vines Resort is unable to guarantee the absence of the above ingredients in its menu items.

##### 2.4 Responsible Service of Alcohol

The Novotel Vines Resort follows the Liquor License guidelines on the Responsible Service of Alcohol. The Novotel Vines Resort staff members are instructed not to serve any alcoholic beverages to guests under the age of eighteen (18) years, or to guests in a state of intoxication. The Novotel Vines Resort policy is to serve guests in a responsible, friendly and professional manner. The right to discontinue liquor service is reserved by the Novotel Vines Resort. If beverages are consumed on a tab, a consumption report must be sighted and signed off by the Bridal couple / organiser or other party arranged by the organiser. Should this not be signed, the hotel has the right to charge based on the consumption recorded without dispute.

##### 2.5 Bar Availability Post-Ceremony

Muscats Bar and Vines Café & Bar are frequently utilised by Wedding guests post-Ceremony. The Wedding Coordinator and Bar Manager reserves the right to determine which bar will be made available for guests and this decision is subject to reconsideration.

##### 2.6 Wedding Cake

Wedding cakes may be supplied by the Bridal couples' own supplier. All wedding cakes must be delivered no earlier than 10am on the day of the event. The cake may be set up directly by the supplier into the

reception room. The Novotel Vines Resort will not be able to store any wedding cakes or similar in a fridge or cool room. Upon the conclusion of the reception a nominated person must take responsibility for any remaining wedding cake. Wedding cake left behind at the conclusion of the event will be disposed of unless instructed otherwise.

#### 3.0 VENUE & CONDUCT

##### 3.1 Venue Hire

For weddings under 50 guests, our Sparkling wedding package is offered to couples. Please note that a venue hire of \$1,000.00 will apply to bookings on top of the Sparkling Wedding Package price should you fall below the required 50 guests.

##### 3.2 Minimum Spend

Each venue has a minimum spend attached to it with a recommended number of guests to achieve this spend. Midweek days from Monday to Friday have a lower minimum spend than weekend days of Saturday, Sundays and Public Holidays. Please refer to the Wedding Kit for the amounts. If the minimum spend cannot be reached, the Vines Resort has the right to review either the venue or package or offer alternative upgradable options for the couple to increase their invoice to reach the required minimum spend amount.

##### 3.3 Shortfall Fee

All Wedding packages require a minimum number of adult guests. If your guest numbers fall below the minimum package number at any stage in the lead-up to your Wedding, the shortfall charge must be paid in full. For example, if the package states a minimum 60 adult guests and your numbers come to 56 at the time of the Wedding, then the shortfall charge of 4 guests must be paid.

##### 3.4 Post Reception

The supervisor on duty will endeavour to vacate guests from the reception room at or just after scheduled finish time. At this time we request that an assigned family member take responsibility for any table centrepieces and sentimental items provided by the Bridal couple. This will ensure complete return of all items and avoid any loss or misplacement.

##### 3.5 Items Not Collected

Any items that have not been collected after the function will be disposed of within seven (7) days. The Novotel Vines Resort will not be held liable for items not collected and/or left behind at the conclusion of the event.

##### 3.6 Damage & Cleaning Fees

Any damage caused to the Wedding Ceremony or Reception venues during your event will incur a cleaning and/or damage fee. The Novotel Vines Resort is not liable for damages caused by guests or suppliers, and reserves the right to bill the Bridal couple post-event to cover the cost. Nothing is to be nailed, screwed, taped, stapled or adhered to any wall, door or other surface or part of the building. Hired vendors involved with the event must be informed of this condition.

##### 3.7 Extended Hours & Surcharges

For every hour after midnight the function extends a surcharge will apply and is only available with prior arrangement.

##### 3.8 Behaviour

It is the client's responsibility to ensure that the function is conducted in an orderly manner in full compliance with the Resort Management and all applicable laws and statutes.

If the Resort has reason to believe that a function will affect the smooth running of the Resort's business, either in regard to security or reputation, Management reserves the right to cancel the function and/or remove any disruptive individuals without liability. The Resort has no responsibility to you for any costs, damages or expenses that you may incur in relation to the Resort's termination of your function or event. The Resort may exclude or remove any persons or possessions from your function or from the Resort premises.

#### 4.0 CEREMONY

##### 4.1 Ceremony Venue

The Novotel Vines Resort permits the use of real petals or natural leaves, however paper confetti and artificial petals are not permitted and will incur a \$250.00 cleaning fee if used. Should the weather be inclement or unpredictable, the Resort Wedding Coordinator will make contact with a designated person by the Bridal couple to move the outdoor Ceremony to an indoor or protected area: subject to availability. The final decision will be made 3 hours prior to guest arrival.

##### 4.2 Wedding Ceremony Only Bookings

If a ceremony is booked at the Novotel Vines Resort Swan Valley and does not include the wedding reception, accommodation will be offered at rate of the day with no discounts. A Wedding Ceremony without a subsequent Reception will incur a surcharge of \$500.00 in addition to the Ceremony hire rates, as per the Wedding Kit. Ceremony only functions must be paid in full at time of booking and are not applicable on Saturdays or Sundays. Friday ceremony only bookings are subject to availability and season.

#### 5.0 ACCOMMODATION

##### 5.1 Wedding Accommodation Terms & Conditions

To be eligible to receive discounted accommodation rates the wedding reception must be held at the Novotel Vines Resort Swan Valley.

Wedding rates are subject to terms and conditions. Novotel Vines Resort Swan Valley reserves the right to amend or increase accommodation rates without notice. At any time, accommodation bookings may require a minimum two-night stay.

Accommodation availability for wedding guests is not guaranteed at time of booking the wedding and all rooms are subject to availability.

##### 5.2 Wedding accommodation rates

Wedding guests will be offered 10% off room only rates. This offer is not valid in conjunction with any other offer or through third party bookings. Any wedding guests, who have reserved and confirmed a room reservation on the discounted wedding rates, will not be affected by rate changes. Accommodation is subject to availability and is not guaranteed. Reservations are required to be pre-paid at time of booking. Wedding discount rates are only available on accommodation booked over the Wedding date. The wedding discount rates are not applicable on apartments or villas.

##### 5.3 Group Block Accommodation

If a group block is required, rooms must be guaranteed by credit card or prepayment eight weeks prior to the wedding by the Bridal couple. Any rooms not guaranteed will be released at this time and rooms required after this date will be subject to availability. The Bridal couple must provide a rooming list with contact details for each room held eight weeks prior to wedding date.

##### 5.4 Accommodation Cancellation Policy

We require 48 hours' notice to cancel or change a booking, failure to do so will result in the full amount being charged to your credit card or if prepaid the full amount will be forfeited. Group block bookings require 30 days notice to cancel or change, failure to do so will result in the full amount being charged to your credit card or if prepaid the full amount will be forfeited.

##### 5.5 No-show Conditions

For each of those guests who fail to arrive on their scheduled date, full event and accommodation charges will be incurred.

##### 5.6 Check In – 2pm

Early check-in is subject to availability on the day and is not guaranteed. However, we shall be pleased to store guest's luggage until check-in.

##### 5.7 Check Out – 10am

All wedding guests are offered a check-out of 10am. All wedding guests are more than welcome to remain on the Resort for the remainder of the day and we shall be pleased to store guests' luggage until departure.

#### 6.0 MEETINGS

##### 6.1 Six Week Review

The Wedding Coordinator will arrange a meeting with the Bridal couple for six weeks prior to their Wedding. This meeting will be during normal business hours Tuesday – Friday unless otherwise organised. At this point, details on menu choices, program and supplier details are required.

##### 6.2 Final Meeting

The Wedding Coordinator will arrange a meeting with the Bridal couple no later than 72 hours prior to the Wedding date. This meeting will be during normal business hours Tuesday – Friday unless otherwise organised.

#### 7.0 CANCELLATION POLICY

##### 7.1 Cancellation

All cancellations must be made in writing. All initial deposits are non-refundable and non-transferable. The Novotel Vines Resort reserves the right to charge a cancellation fee of the estimated total value of the event as follows:

Notice within 6 months: 25%

Notice within 3 months: 50%

Notice within 1 month: 100%

Deposits can be used as part payment of cancellation fees

A change of date or postponement of an event requested by the client will be considered a cancellation and the above mentioned charges will apply. The new date will be considered as a new reservation and our normal deposit policy will apply.

By signing this document, I acknowledge I have received, read, and understood the terms and conditions and accept responsibility to abide by these terms and conditions.



Photos courtesy of Felicity Found Photography, Iceberg Media,  
James Sparrow Photography, Luke Johnson Creative,  
Manis Moments Photography, NA Studios, West Creative,  
Simone Harris Photography, Through the Wild Photography



**NOVOTEL**  
HOTELS & RESORTS  
VINES RESORT  
SWAN VALLEY

The Vines Resort

Verdelho Drive The Vines WA | 9297 3000 | [weddings@novotelvines.com.au](mailto:weddings@novotelvines.com.au)

**VINES.COM.AU**