

# wedding ceremony 1/2



1410-1412 Malvern Rd, Glen Iris VIC 3146 phone 9821 0669 fax 9821 0552 email rbg@blakesfeast.com.au web www.blakesfeast.com.au/rbg

Function day and date: \_\_\_\_\_ Location: \_\_\_\_\_

Start time (incl set up): \_\_\_\_\_ Finish time (incl pack up): \_\_\_\_\_

Number of guests: \_\_\_\_\_ Ceremony time: \_\_\_\_\_

*If you require more than 2 hours, add hire fees apply. Please see the Pavilions & Lawns document for prices.*

Surname(s): bride: \_\_\_\_\_ groom: \_\_\_\_\_

First name(s): bride: \_\_\_\_\_ groom: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Contact details: BH \_\_\_\_\_ Mobile: \_\_\_\_\_

Contact on day of function: \_\_\_\_\_ Mobile: \_\_\_\_\_

NB: should be someone who will be in the bridal car (not the bride)

How did you hear about weddings in the Gardens? \_\_\_\_\_

Suppliers' details (if not confirmed write TBC)

Name of supplier: \_\_\_\_\_ Contact number: \_\_\_\_\_

Time Drop off: \_\_\_\_\_ Pick up: \_\_\_\_\_

Name of supplier: \_\_\_\_\_ Contact number: \_\_\_\_\_

Time Drop off: \_\_\_\_\_ Pick up: \_\_\_\_\_

Name of supplier: \_\_\_\_\_ Contact number: \_\_\_\_\_

Time Drop off: \_\_\_\_\_ Pick up: \_\_\_\_\_

Wedding car(s), please circle: One Two Time: In (15 minute window): \_\_\_\_\_

*NB: The vehicle must leave immediately after dropping off occupants and cannot re-enter the gardens*

*Additional Permit \$115 (MAX 2 cars but only 1 bridal car entry time permitted per booking)*

I have read and agree to the Terms and Conditions (page 2) of hiring **blakes feast** for (location): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

To confirm your booking, please fill out this form and return it with the non-refundable deposit of \$110.00\* to:

**blakes feast** phone 9821 0669  
1410-1412 Malvern Rd, Glen Iris VIC 3146 fax 9821 0552

NB - Please note we require all bookings to have a credit card on file. In the event of damage/rubbish left your card will be charged for costs incurred (please see terms & conditions)

Type of card: \_\_\_\_\_ Number:

Expiry Date: \_\_\_\_\_ Name on card: \_\_\_\_\_

Cheques/Money order please make payable to **blakes feast**. To pay by EFT National Australia Bank - Blakes Feast Pty Ltd bsb 083-347 acc no - 539340148

Credit Card Details: Please note an additional 2% for Amex, MC and Visa (no Diners) will be added to the total amount due to transaction fees

\* Includes 10% GST

# wedding ceremony 2/2

blakes feast  
*catering*  
Royal Botanic Gardens

1410-1412 Malvern Rd, Glen Iris VIC 3146 phone 9821 0669 fax 9821 0552 email [rbg@blakesfeast.com.au](mailto:rbg@blakesfeast.com.au) web [www.blakesfeast.com.au/rbg](http://www.blakesfeast.com.au/rbg)

## Rates

### Lawn Areas

includes:

- Wedding Photography Permit
- Table & two chairs for signing of register
- A reserved sign
- One wedding vehicle entry permit
- Hire of lawn area for two hours
- Cost \$550 inc GST

We have a wet weather backup option available. Please download the form of the internet or speak to one of our consultants.

Bookings will be confirmed on receipt of \$110 deposit and completed registration form. Please note this deposit is non-refundable.

We have a preferred list of suppliers who we recommend.

Clients and hire companies should note that only some locations in the RBG have access to power; running water is not available and that toilets can be a 'reasonable walk' from some locations.

Vehicle entry is only allowed for the bridal party. Elderly & Disabled guests can only be driven into the gardens using the second car permit of \$115.

Final payment must be received in full 7 days prior to the function.

Clients and their guests are not permitted onto the garden beds, handle plants or to climb trees. Clients are financially responsible for any damage to plants and turf areas.

Clients are responsible for the removal of all rubbish and bottles associated with their ceremony. Ice is to be poured onto drain grates on pathways and not to be disposed of on lawn or garden beds.

Horse drawn carriages & stretch limousines are NOT permitted in the Royal Botanic Gardens.

The throwing of confetti, rice & rose petals is prohibited. Bubble blowing is permitted.

Suppliers must be RBG preferred suppliers, please ask a BF staff member for contact details.

No black-based carpets to be used as aisles in the RBG as they burn the grass on hot days.

### Pavilions

includes:

- Wedding Photography permit
- Table & two chairs for signing of register
- A reserved sign
- One wedding vehicle entry permit
- Hire of pavilion for two hours
- Cost \$800 inc GST

Cancellations can be made up until one week prior to the wedding. All monies will be refunded except for the non-refundable deposit. Cancellations made after one week prior will not be refunded.

Any Catering organized with Blakes Feast Catering will require a 50% deposit and full payment is due one week prior to event. Cancellations made within one week of the event will have 50% of the total food cost refunded. Cancellations not made prior to business close on the day before the wedding (mon-fri) will not be refunded.

Blakes Feast requires a credit card to charge post event for any beverage on consumption packages. Please note this card will be automatically charged and an invoice sent to you after the event.

It is required that the organiser / client conduct the function in an orderly manner in full compliance with the RBG regulations and all statutory requirements. Please refer to this link [www.rbg.vic.gov.au/about\\_us/Act\\_and\\_Regulations](http://www.rbg.vic.gov.au/about_us/Act_and_Regulations).

In the event of unforeseen circumstances, or if works are required on your lawn/pavilion – Blakes Feast reserves the right to move your ceremony to another suitable area within the gardens.

If any damage to the gardens or rubbish/confetti/roses are left on site, we reserve the right to charge your card for up to \$500 for damages/cleanup fee.

When making a booking it's the clients responsibility to research what events may be taking place in or around the Royal Botanic Gardens. Consider the time of day and location of the event and if this will impact your day. Lack of parking, amplified noise and road congestion as well as closures can often be a result of music festivals, fun runs and sporting events around the precinct and Blakes Feast takes no responsibility for noise generated from events beyond our control.