



## Timbertown Wedding and Function Fees 2018

Park Hire \$1750.00 (plus \$500 refundable bond)

Includes: Function centre (up to 100 persons), church or outdoor ceremony location and use of static props and buildings/locations for photos.

### Additional Extras:

*Operating Steam Train (up to three trips if required)	\$800.00
*Clydesdale Horses and Carriage	\$400.00
*Working Bullock team	\$400.00
*Bush ranger	\$150.00
*Operating Steam Sawmill or Cedar creek	\$300.00
* Function centre ONLY	\$750.00

\*\*Please read all terms and conditions.

Commercial / Wedding photos \$400.00

This includes up to 20 people for 1hr. Does not include the above optional extras.

Your choice of reputable local caterers, wedding planners and hire company. Please note hire charges/fees are for dry hire only all decorating, food and hired goods are the responsibility of the hirer.

\*Please note the park is not available for functions or weddings at all times. Please discuss your proposed hours with us initially to ensure the hours required are available. Additional fees may apply for Weddings/Functions while the park is open to the public.

\*All set up and decorating and persons assisting must work outside these hours.

#### Terms and Conditions –

1. We provide an unrivalled venue with ambience, history, heritage and rustic charm, it is dry hire only meaning you organise your own caterer, planners (if required) and hire of cutlery, crockery tableware and additional goods required. We require details of caterers, planners and hire companies to assist in delivery, etc. Use of a commercial kitchen, cool room and refrigeration is included to reputable caterers only.
2. **Deposit -A non-refundable deposit of \$500.00** is required to secure a date with payment of any arrears due and payable 14 days prior to your event/function.
3. **Damage/Bond - all functions are charged a bond for damage/theft.** The amount is \$500.00 and will be returned within 7 days of the event/function being held. Heritage is important to us so we ask for your co-operation to protect it.
4. It is the responsibility of the hirer to ensure all caterers/hire companies and or persons contracted by you for your event carry insurance including public liability. You will need to nominate 1 Wedding Coordinator that we can deal directly with.
5. Timbertown carries adequate public liability insurance for services provided by us including general grounds.
6. Once a booking is made we allow 2 visits into the park by parties to organise/rehearse or plan between 4pm and 5pm on an agreed date for a period of up to one hour. Also a visit 1-2 weeks prior to wedding to go over the checklist. Wedding Coordinator needs to be present.
7. Set up is generally out of park hours (subject to time of the year) on the day of the function, however were practical and possible some locations could be set up the night before including the function centre if not in use on the day of function.

8. Hire times are for a period not exceeding 6 hours and must be finished by 11pm, additional time required after 11pm is charged at 150.00 per hour. Starting times are generally from 4pm (subject to time of the year) unless prior arrangements are made.

Guests can arrive half an hour prior to wedding.

If having a ceremony and a reception at Timbertown the reception needs to be started no longer than 2 hours after the ceremony.

9. Park Hire – Perfect for a wedding or special occasion. Includes: use of function centre, church, grounds for a ceremony, existing static props, waterwheel/cedar creek and appropriate buildings left open for photos until reception starts. Parking at rear of park if weather permits or using front car parks in wet weather.

10. Extra –Steam Train – Our Steam train is available to provide a memorable trip around the park, using an almost 100 year old locomotive it creates quiet the unique experience and great photo opportunities. Up to three trips are available during a one hour nominated period between 4pm and 6pm.

11. Extra-Clydesdale horse and carriage – Arrival of the Bride to be using the romance of a bygone era. Includes: use of one of our carriages and horses for a period of up to two hours between 4pm and 6pm.

12. Extra-Working bullock team –A most memorable photo shoot and inclusion. The only working team available for such an occasion in Australia, led by our own bullock driver using a team of 8 bullocks. Period of up to 1 hour between 4pm and 6pm.

13. Extra- Bushranger- Available for a period of up to 2 hours, works very well holding up the steam train, etc.

14. Extra- steam sawmill or Cedar creek steam co-op in Steam- For special photo opportunities our staff can have in Steam and operating items of steam from a bygone era. Operating for a period of up to two hours at a chosen time between 4pm and 6pm.

15. Extra- Function Centre only- The function centre can be hired independently for a period of up to 6 hours. Available time from 4pm and up to

11 pm. Fully operational commercial kitchen & cool room, etc available to approved caterers only. Log fire, fans and ducted air conditioning available depending on the season. Please note for function room hire only the remainder of Timbertown is closed off.

16. Extra-Bar- The function centre does have a licensed bar which is only in use by request at club prices or BYO is welcome. Alcohol consumption is restricted to function centre and beer garden area only.

17. Decorating- we allow decorating in the function centre and /or around the park providing no nails, screws or other permanent forms of damage are used. All decorations must be removed at the conclusion of event/function. We recommend a plan of intention prior to your function/event to avoid confusion during your special day. All rubbish must be removed and room left tidy.

18. A surcharge will apply if anything is forgotten and we need to supply goods or services. The surcharge will be applied for use of goods and cleaning them. All Breakages will have to be paid for.

19. Guests must not be allowed to become intoxicated, drunk and disorderly persons will be removed.

Read and agreed to by hirer/s –print name

Signed-

Dated-

Deposit paid –Date-

Signed by Timbertown management –

Date-

Wedding Coordinator

Name:

Phone number:

Date-

Sign-