



Willow Tree Inn

Wedding Packages



Willow Tree Inn Wedding Packages

There are two packages available for your wedding day. The Provincial Charm package suitable for cocktail style weddings or the Rural Elegance package offering a three course seated alternate serve menu.

PROVINCIAL CHARM PACKAGE

- 5 hours exclusive* use of the Graze Function Room and back terrace
- Cocktail Wedding catering up to 150 guests
- Six hot or cold canapés plus four substantial
- Coffee and Tea
- Cake Table and knife plus Gift Table
- Scattered chairs and tables
- Use of the landscaped gardens for photographs
- Hand held microphones and 65" plasma television

2018 package starts from \$100.00 per person

RURAL ELEGANCE PACKAGE

- 5 hours exclusive* use of the Graze Function Room and back terrace
- Canapé upon arrival and Three Course alternate serve menu catering up to 100 guests
- Coffee and Tea
- Cake Table and knife plus Gift Table
- Scattered chairs and tables
- Use of the landscaped gardens for photographs
- Hand held microphones and 65" plasma television

2018 package starts from \$125.00 per person

Bar tab recommended (Hotel bar prices on consumption)

Children up to 12 years at \$20 per person

We are happy to tailor your menu to cater for any special dietary requirements

Meals for non-guests (entertainment, bus drivers, MC, photographer) will be at additional charge

Reception functions to take place from 6pm-11pm

** Exclusive use of The Graze function room subject to a minimum of 70 guests. Weddings with 50--69 guests subject to a \$700 room hire fee to retain exclusive use of The Graze Function Room. Exclusive use of the Graze Function Room for weddings under 50 guests would be subject to a separate quotation.*



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ADDITIONAL ITEMS FOR ALL PACKAGES

- Accommodation
- Garden Ceremony
- Additional Canapés
- Table cloths for bridal and guest tables

Pricing upon request

Please use pricing as a guide only as we can personalise your wedding to suit

Champagne Photography at "Colly Creek" landscaped gardens for Bridal photos \$280.00



The Graze Function Room



Willow Tree Inn Wedding Packages

GARDEN CEREMONY

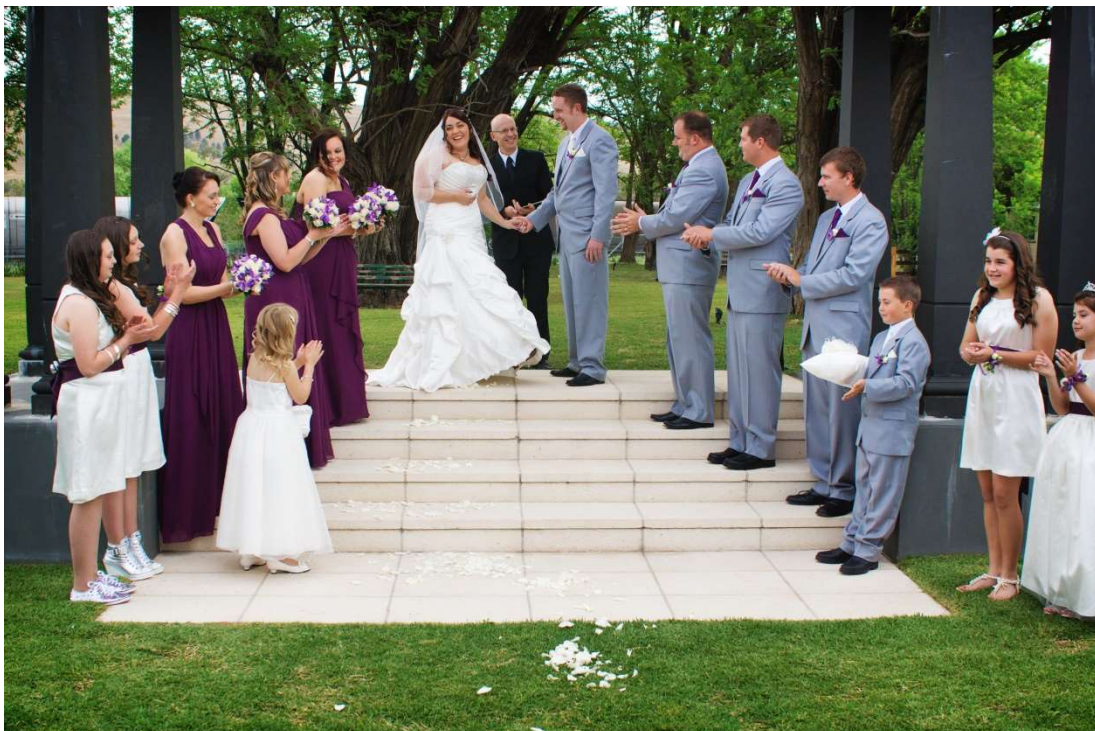
The landscaped grounds of the Willow Tree Inn are ideal for a wedding ceremony.

Our Garden Ceremony* includes

- Signing table and chairs for Bride and Groom
- 40 garden seats for guests
- Exclusive use of grounds for bridal photos

2018 Garden Ceremony fee \$750

** Garden ceremonies to commence no earlier than 4pm*



Garden Ceremony at the Willow Tree Inn



Willow Tree Inn Wedding Packages

ACCOMMODATION

KING LODGE

The Willow Tree Inn offers four spacious and stylishly furnished private deluxe King Lodges overlooking landscaped gardens, featuring

- King size bed*
- Private ensuite bathroom
- Large open plan design including sitting room with leather lounge suite
- Air conditioning
- Tea and Coffee making facilities
- 50" plasma television
- Writing desk
- Hair dryers
- Access to iron & ironing board

Current Room Rate per room per night

Sunday to Thursday \$165 Friday and Saturday \$220 (Includes breakfast)



King Lodge with private ensuite

HOTEL SUITE

The Willow Tree Inn offers four stylishly appointed Hotel Suites, featuring

- Queen or Double size bed
- Private ensuite bathroom
- Air conditioning
- Tea and Coffee making facilities
- Plasma television
- Hair dryers
- Access to iron & ironing board

Current Room Rate per room per night

Sunday to Thursday \$120 Friday and Saturday \$175 (Includes breakfast)



Hotel Queen Room with private ensuite

Arrival check in available from 2.30pm, early check in by arrangement. Check out by 10.00am on the day of departure. Accounts must be settled upon departure. Late check out must be pre-arranged and is subject to availability.



Willow Tree Inn Wedding Packages

ACCOMMODATION

COTTAGE 24

Our newly refurbished Cottage 24 offers luxury accommodation directly across the road from the hotel, featuring



QUEEN ROOM 17

Queen size bed
Private ensuite
Disabled access
Private Verandah
Sunday to Thursday \$170 per night
Friday and Saturday \$225 per night



KING ROOM 18

King size bed
Private ensuite with bath
Sunday to Thursday \$170 per night
Friday and Saturday \$225 per night



KING SUITE 19

King size bed
Private ensuite with bath
Bay window
Sunday to Thursday \$220 per night
Friday and Saturday \$275 per night



FAMILY SUITE 20

King size bed
Adjoining room with two single beds
Private ensuite
Private Verandah
Sunday to Thursday \$285 per night
Friday and Saturday \$340 per night

Each room in Cottage 24 includes air conditioning, tea and coffee making facilities, mini bar fridge, 50" plasma television and reserved car park.

Arrival check in available from 2.30pm, early check in by arrangement. Check out by 10.00am on the day of departure. Accounts must be settled upon departure. Late check out must be pre-arranged and is subject to availability.



Willow Tree Inn Wedding Packages

ACCOMMODATION

PUB COTTAGE

The Willow Tree Inn offers four spacious and stylishly furnished rooms in our Pub Cottage which is located next door to the Willow Tree Inn, featuring King Suite

- King size bed*
- Private ensuite bathroom
- Air conditioning
- Plasma television
- Hair dryers
- Access to iron & ironing board

Current Room Rate per room per night

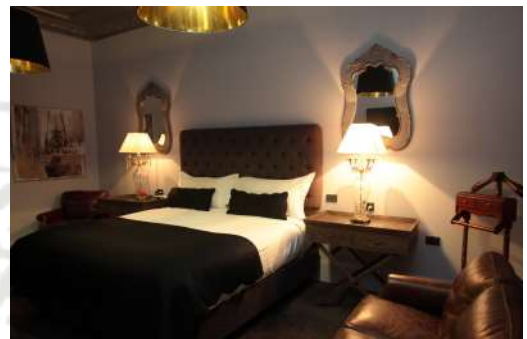
Sunday to Thursday \$165 Friday and Saturday \$220 (Including breakfast)

Two Queen Rooms and One Twin Room, featuring

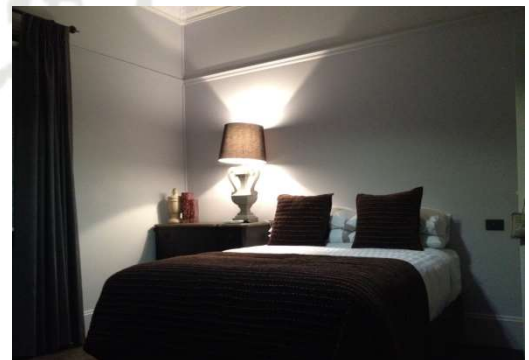
- Queen size bed or two Single Beds*
- Shared bathroom facilities
- Air conditioning
- Plasma television
- Hair dryers
- Access to iron & ironing board

Current Room Rate per room per night

Sunday to Thursday \$120 Friday and Saturday \$175 (Including breakfast)



Pub Cottage King Suite with private ensuite



Pub Cottage Queen Room 9

The Pub Cottage also offers a separate library and kitchen with tea and coffee facilities which can be shared by all guests

*Additional foldaway bed available at \$30 extra per night, suitable for King Lodges and Pub Cottage rooms only.

Arrival check in available from 2.30pm, early check in by arrangement. Check out by 10.00am on the day of departure. Accounts must be settled upon departure. Late check out must be pre-arranged and is subject to availability.



Willow Tree Inn Wedding Packages

ENQUIRIES

For all enquiries please contact our Function Coordinator to discuss your individual requirements.

P: 02 6747 7711 | E: admin@willowtreeinn.com.au

W: www.grazewillowtree.com.au





Willow Tree Inn Wedding Booking Form

Please complete all fields on this form and fax or email back to confirm your booking.

Facsimile: 02 6747 1219

Email: admin@willowtreeinn.com.au

Our Function Department will contact you to confirm your booking.

Your booking will be confirmed once you have received written notification from our team.

Booking Date _____ No. of Guests: _____

Time _____

Booking Name _____

Contact Email _____

Contact Mobile _____ Phone _____

Comments _____

Or Extras Required _____

Menu Selection _____ Price per Person \$ _____

Accommodation _____ x King Lodges _____ x Queen Room _____ x Double Room

Pub Cottage _____ King Room _____ x Queen Room _____ Twin Room

Cottage 24 _____ Queen Room _____ King Room _____ King Suite _____ Family Suite

Tick if required Ceremony (\$750) Room Hire (\$700) "Colly Creek" gardens Bridal photos (\$280)

HOLDING DEPOSIT DETAILS

Credit Card No. _____ Expiry _____ CCV _____

Name _____

or
Direct Deposit Westpac Banking BSB 032 078
Hanna Group Pastoral Pty Ltd – Willow Tree Inn Account 569 068

Amount \$ _____

A holding deposit of \$1,000 is required for Wedding bookings.
An additional holding deposit of \$50 per suite is required for accommodation requirements.

Signature _____ Date _____

Booking Terms & Conditions read and understood



Willow Tree Inn Booking Terms and Conditions

- Minimum number of 70 adults is required to ensure that the Graze Function Room is booked for your exclusive use. Room fee of \$700 payable for weddings with 50-69 guests to retain exclusive use of the room. Exclusive use for weddings under 50 guests would be subject to a separate quotation.
- A holding deposit of \$1,000 is required and is payable to Willow Tree Inn Restaurant Account along with the signed Booking Form to secure your chosen date. An additional holding deposit of \$50 per suite is payable for accommodation requirements
- Final numbers must be confirmed no later than two weeks (14 days), in writing, prior to the function date.
- Menu and any decoration details must be confirmed no later than two weeks (14 days), in writing, prior to the function date.
- A "Minimum Beverage Spend" applies to all Wedding Receptions, based on the number of guests attending.
- Final account (excluding beverages) is to be settled two weeks prior to the function.
- In the event of cancellation of an event:
 - Notice must be given in writing;
 - Holding deposit will be fully refunded if notice received in writing with a minimum of eight weeks (56 days) notice prior to booked date;
 - Holding deposit will be retained if notice received in writing less than eight weeks (56 days) prior to the booked date.
- No refunds once final numbers have been confirmed and payment received.
- We practice responsible service of alcohol. No alcoholic drinks will be served to persons under 18 years of age (proof of age may be requested).
- Adult supervision is required at all times where young children and under age persons are attending.
- We take all possible care, but accept no responsibility for any loss of, or damage to equipment, cars, personal effects or other property on the premises prior to, during or after the function.
- We reserve the right to alter menu selections due to seasonal availability.
- Willow Tree Inn is a smoke-free premises within the building.
- All pricing quoted is GST inclusive.