



# 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 three substantial
- Coffee and Tea on request
- Cake Table and knife plus Gift Table
- Scattered chairs and tables
- Use of the landscaped gardens for photographs
- Hand held microphones and PA System

2023 package starts from \$120.00 per person

### RURAL ELEGANCE PACKAGE

- 5 hours exclusive\* use of the Graze Function Room and back terrace
- Three Course alternate serve menu catering up to 80 guests
- Coffee and Tea on request
- Cake Table and knife plus Gift Table
- Use of the landscaped gardens for photographs
- Hand held microphones and PA System

2023 package starts from \$150.00 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

Room set up available from 1pm

*\* Exclusive use of The Graze function room subject to a minimum of 70 guests. Weddings with 50-69 guests subject to a \$750 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.*



## ADDITIONAL ITEMS FOR ALL PACKAGES

- Accommodation
- Additional Canapés

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



*The Graze Function Room*





## 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
- Garden seats for guests and standing area
- Exclusive use of grounds for bridal photos

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



*Garden Ceremony at the Willow Tree Inn*



## 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  
Friday and Saturday \$245 (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  
Double Room: Friday and Saturday \$195 (Includes breakfast)  
Queen Room: Friday and Saturday \$200 (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 arrival. Late check out must be pre-arranged and is subject to availability.



## ACCOMMODATION - COTTAGE 24

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  
Friday and Saturday \$240 per night



**KING ROOM 18**  
King size bed  
Private ensuite with bath  
Friday and Saturday \$240 per night



**KING SUITE 19**  
King size bed  
Private ensuite with bath  
Bay window  
Private Verandah  
Friday and Saturday \$285 per night



**FAMILY SUITE 20**  
King size bed  
Adjoining room with two single beds  
Private ensuite  
Friday and Saturday \$350 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.

The entire Cottage 24 can be exclusively booked for \$1,115.

Arrival check in available from 2.30pm, early check in by arrangement. Check out by 10.00am on the day of departure.





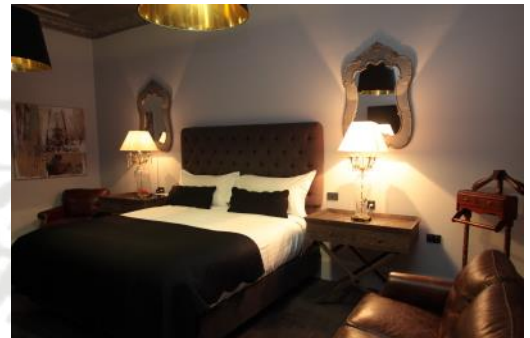
## ACCOMMODATION - PUB COTTAGE

The Pub Cottage offers four spacious and stylishly furnished rooms 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  
Friday and Saturday \$245 (Including breakfast)



Pub Cottage King Suite with private ensuite

### 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  
Friday and Saturday \$185 (Including breakfast)



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.

The entire Pub Cottage can be booked exclusively for \$830.

\*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 arrival. Late check out must be pre-arranged and is subject to availability.



## ENQUIRIES

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

P: 02 6747 7711 | E: [info@willowtreeinn.com.au](mailto:info@willowtreeinn.com.au)

W: [www.grazewillowtree.com.au](http://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: [info@willowtreeinn.com.au](mailto:info@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  Room Hire (\$750) (if guest numbers are below 70)

### 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 \$60 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 \$750 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 \$60 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.
- 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.