



THE **YACHT CLUB** TGA
EVENTS VENUE

Wedding Information Pack

Thank you for considering the “The Yacht Club” as your wedding venue.

Our venue has extensive 180 degree views over Tauranga Harbour looking towards Matakana Island, Mauao and the harbour entrance, creating a stunning backdrop for your special occasion. Relax on our large deck and enjoy a drink while taking in the obstructed view.

Our function rooms cater for 60 to 260 guests with large meet and mingle spaces and plenty of complimentary parking.

Our competitively priced and fully air-conditioned venue provides a spellbinding situation for any event.

For your wedding, our main reception area runs across the front of the building and is the ideal waterfront location for a wedding reception. We will help you arrange your special day right to the very last detail to make your wedding reception unique.

We take pride in service, food and location and our function manager would be delighted to welcome you to view the function rooms and to provide you with the opportunity to discuss any special arrangements and menus you may require.





The Yacht Club may be divided into three sections and hirers should consider the size of venue best suited to their needs. Normally two sections would be required for a wedding.

		Full Venue	Two Sections	Single Section
Venue Hire Charge	Saturday	\$2500	\$2000	\$1400
	Sun - Fri	\$2000	\$1600	\$1100
Capacity Seated		250 people	Up to 130 people	Up to 40 people

These prices include:

- Venue hire for the full day from 10am
- Full set up for your wedding
- Special liquor licence
- Duty Manager and maître-d to attend to all your requirements on the day
- Head Bridal table dressed and skirted with linen table cloths
- Round tables seating 8 people
- Linen table cloths and folded napkins (choice of black or white)
- Elegant table setting with white crockery, polished cutlery and glassware
- Cake table and knife
- Gift table
- Wait and bar staff - professional and friendly service for the duration of your wedding
- Microphone and lectern for speeches
- Complimentary car parking
- Clean up

Venue

The Yacht Club is situated at the end of Sulphur Point adjacent to the Tauranga Marina.

It is five minutes' drive from the City Centre and ten minutes from Tauranga Airport.

Our venue is on the water's edge and the main reception room has unobstructed views out over the beautiful Tauranga Harbour towards Mauao, Mount Maunganui and Matakana Island.



Our large deck, with its breath taking views is ideal for pre reception drinks and canapés. It is also a great place to relax during the evening or for the ceremony of a small wedding party.

It is our desire to make your day special and unique. Talk to us about your dreams and we will work with you to make them come to reality.

Wedding Ceremony



Alongside "The Yacht Club" is a grass reserve right on the waterfront looking out towards Mauao. This is an ideal setting for a wedding ceremony and this space can be booked through Tauranga City Council.

For your outdoor wedding ceremony we have for hire chairs, round table and tablecloth for signing the register. We can also arrange set up of the area and pack down afterwards eliminating the need to arrange people to set up and watch this area.

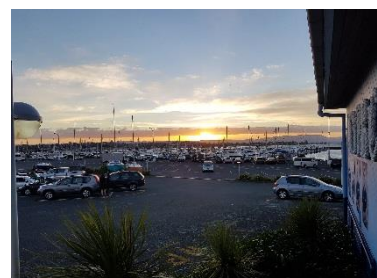
After the ceremony we can provide celebratory drinks and platters of canapés for your guests under the cover of our verandah. Celebratory drinks usually consist of bubbles, orange juice and perhaps one variety of beer.

Should the weather on the day not be suitable for your outdoor wedding, the ceremony can be held inside "The Yacht Club" still looking out towards Mauao. The area we use is separate from the dining area and chairs can be set up for the ceremony. Refreshments can be served inside or on our extensive deck after the ceremony.

Parking

We have parking for forty vehicles in our car park with parking for another 250+ vehicles in the adjacent marina car park.

Vehicle access is available to the bottom of the steps leading up to the reception area. A ramp is also available for people with disabilities.



With 24 hour Marina security cars are safe to be left in the car park overnight.

Decoration



Our tables are clothed with a round linen table cloth (white or black) that hangs down 400mm below the top of the table. As extras we have available floor length table cloths and square table cloths enabling us to double cloth these tables. All other tables (bridal, cake, gift and buffet) are clothed to the floor.

All guest tables are set with cutlery, crockery, glassware and include linen tablecloths and linen napkins.

For any other decoration you are welcome to bring your own or have us provide them for you. We have a range of items available for hire including mirrors, vases, fairy lights and more.

We also have chair covers, chair sashes, table runners and ceiling draping available for hire.

Access for decorating is available from 10am on the day of the wedding, access may be available on the day prior if there are no bookings for the venue that day.

Decorations bought in by yourself need to be removed on the evening of the wedding.

Please note that some extra cleaning maybe charged if your decorations are not easily removed.

Music and Sound

We have a fixed sound system with cordless microphone available for speeches. We also have a separate system designed to play background music which we can provide or you can provide on an iPod/phone.



We have an area adjacent to our main reception dining area for dancing allowing other guests to remain seated at their tables. This creates a smooth flow between the areas, giving guests the option to watch the dancing while still enjoying a conversation “away” from the music.

Hiring a band or disco is your responsibility however we can recommend bands and D.J’s for your wedding.

Bands and D.J’s can set up from 2pm on the day.

Food



We have a full kitchen and onsite chef catering for your wedding. We provide all food requirements along with attendant kitchen and waiting staff.

Our menus are sample menus based on previous weddings however we are happy to price menus you may wish to put together or discuss options to create a menu specific to match your requirements and dietary needs.

Hirers are not permitted to bring in their own food other than a cake for the special occasion.

Beverage

We have full bar facilities offering a range of beer, wine, spirits and non-alcoholic beverages.

Our licence runs until midnight at which time the bar closes and music must cease. Guests are required to vacate the premises by 12.30am.

As we are a fully licensed premises with an on-licence all drinks must be purchased through our bar. Hirers cannot bring in their own drinks or remove any drinks from the premises they may have purchased.



We have two beverage options available:

On Consumption (Tab)

This is where you choose a selection from our beverage list (eg beer, wine and non-alcoholic drinks) which we offer to your guests and include on your account. We ask you to set a limit which we can discuss with you and make recommendations. You will be advised during the evening prior to the tab reaching your limit giving you the option to extend the amount or not.

Your guests are welcome to purchase other drinks outside your selection. Eftpos is available.

Cash Bar

This is where guests purchase their own drinks.

We can operate a mix of On Consumption and Cash Bar. Some examples of this are:

- cash bar until bride and groom arrive and then tab applies until the limit is reached
- wine provided on the tables and all other drinks purchased by guests from the bar



Hireage and Payment

When booking the venue, you are booking only the areas you require. We reserve the right to book another function that is complimentary to your wedding.

Food and beverage prices may be altered at any time at the discretion of The Yacht Club. Should this occur, updated price lists will be supplied to all hirers who have a confirmed booking.

A deposit of 50% of the venue hire is required to confirm your booking and secure your date, see below for more details.

Once the booking is confirmed and the deposit paid, the venue hire fee will not be increased.

Deposit

To confirm your booking we require a completed application to hire form and a minimum deposit of 50% of the venue hire fee.

Any notice of cancellation, change of booking and/or times, must be given in writing, otherwise all hire charges will be payable.

Notice of cancellations once a booking has been confirmed:

- If notice of cancellation is given 12 weeks or more prior to the function date, 50% of the deposit will be refunded.
- If cancellation is given within 12 weeks of the function date, no refund shall apply.

The balance of the hire fee must be paid within 7 days before the wedding.

We accept cash, eftpos, Visa, MasterCard, Diners Club, American Express and direct credit.



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