



Set overlooking a lush golf course and surrounded by the breathtaking Kaimai Ranges, Fairview offers a truly exceptional wedding experience.



FAIRVIEW
KATIKATI . NEW ZEALAND



Fairview Golf and Country Club
34 Sharp Road, Katikati,
Bay of Plenty
P 07 549 3413
www.fairviewestate.co.nz



*F*airview offers a variety of fantastic options to cater for the particular size and style of your wedding.

The Fairview Lounge provides your guests with a state of the art establishment that is sure to turn heads. This beautiful large room offers you a space which can easily cater for any arrangement. From the beautiful finishes to the spectacular outlook the Fairview experience is one that truly complements your special day. Should you be planning a more intimate wedding, Fairview is able to offer the Café Nineteen as a smaller alternative to the Lounge. Four large wooden doors separate the two rooms; these may also be opened up to create one beautiful large room to comfortably accommodate all of your friends and family.

We offer both ceremony and reception options which ensure that you will have your wedding just the way you want it.

Our committed staff are passionate in ensuring that you have a fantastic and memorable day.



Venue

The Fairview Lounge provides you and your guests with a beautiful open space with high ceilings and a gorgeous outlook over the stunning golf course. The room features a large wooden dance floor, the perfect place for your first dance as a married couple.

Wedding Venue Hire Includes:

A dedicated Wedding Co-ordinator to meet with and plan the specific details of your special day. After confirming your booking you receive a complimentary one hour consultation.

Options on catering from our delicious menus starting from \$55 per head

Tables and seating for up to 120 guests.

Tableware includes cutlery, crockery and glassware (water glasses and wine glasses) for up to 120 guests.

White linen for all tables, this includes white linen napkins.

A fully integrated PA system with a wireless microphone that will be available to you for your announcements and speeches. This same system also allows you to set the mood by playing background music through the use of our CD player or iPod dock. Alternatively or in addition, we will happily accommodate a DJ or band should you wish to organise one.

Staff to set up the table layout and the basic table requirements before your team of helpers come in to perfect the table arrangements with your theme and decorations. A team of dedicated and experienced staff to ensure all your guests are well fed and watered throughout.





Ceremony

We can accommodate a few options for your ceremony. Whether you would prefer an outdoor ceremony or the cafe space which has a beautiful outlook over the course. Speak to the Wedding Co-ordinator about our various options.

The proceedings and decorations will need to be organised by you, however, we will provide staff to assist with the set up and the erection of the wedding arch or altar as well as make our seating available to you.

Catering

Our menus are available as a plated, seated banquet or buffet or you can arrange with our Wedding Co-ordinator and our head chef to have a menu customised to suit your requirements. If you would like to include a pre tasting this can be arranged at a cost too.

Approximate prices can range from \$55 to \$95 per head.

We also have a range of canapes for platters for guests on arrival or we are also happy to arrange a high tea option for your guests while you have photographs.

Your meal options will need to be confirmed at least 2 weeks prior to the wedding day. Once food has been confirmed we will not be able to provide you with a refund should there be a cancellation. Outcatering is not available as an option.



Beverages

Fairview offers a great selection of New Zealand wines and international beers and spirits which are sure to complement your meal choices. Premium wines and mineral waters are available on request. Non-alcoholic beverages can also be offered to you and your guests. We have a large range of spirits and liqueurs available in either ready to drink bottles or we can mix our own.

All prices are inclusive of GST and selections are subject to change at any time.

We are not permitted to serve alcohol after 1:00am due to the terms of our liquor license and alcohol must not be taken off the premises. All the conditions as set out in the Sale of Liquor Act (Sections 151 – 172) must be adhered to by all persons on the premises. The Bar Manager can refuse entry and service to any person that does not comply with these conditions.



Golf Course and Grounds

We have 60 hectares of beautiful grounds perfect for some stunning photographs.

The golf course is often busy but we can arrange for your wedding party and your photographer to have access to golf carts and the grounds by prior arrangement and at the discretion of the golf shop staff only. We can arrange a hamper for your wedding party to enjoy canapes and some bubbles while you take some time out on the grounds however no alcohol can be taken off the premises.

Please note the golf course area is absolutely out of bounds to your guests - this includes the greens area and the sand bunkers.

Venue Hire

Venue hire for the Fairview Lounge is \$2300.

If you wish to have your ceremony at Fairview this is an additional \$575.

The cost of venue hire of the lounge allows you and your guest use of the lounge until 1am the following morning. We allow time for you to dress the reception lounge on the morning of the wedding by arrangement with the Wedding Co-ordinator.

A 50% deposit on the venue hire fee and a bond payment of \$250 is required at the time of your booking confirmation and a signed booking form received.

The balance of venue hire and food costs will need to be paid 2 weeks days prior to the wedding with alcohol and any extras incurred on the day to be paid the next morning following the function. Should the wedding be cancelled more than 2 weeks before Fairview will retain the deposit on venue, if cancelled 2 weeks or less then the cost of food will also be retained.

Guest numbers will need to be confirmed one month prior to your wedding day, as will the seating arrangements. This will allow us time to make sure all your guests are fully catered for and the necessary arrangements are made.

All prices, terms and conditions are subject to change without notice.





What exactly does the room hire include? Tables and seating, linen, tableware and food & beverage staff and use of the venue for up to seven hours. The Members Lounge has a projector and large drop down screen for presentations as well as a hand held wireless microphone. Both areas share a PA system which you can plug your laptop or device into for music.

What is excluded from the hire fee? Decorations, centrepieces, entertainment, extra lighting, extra sound, flowers and plants. Please make your arrangements with the Wedding Coordinator, for the setting up of the facility for your function. She will work closely with you to ensure that your vision is achieved. No decorations are to be affixed in the facility without her approval. The use of staples, nails, screws or any such products are forbidden, however, the use of adhesives which will not damage the premises may be affixed with the approval from the Wedding Coordinator. Where any damage results, a fee may be charged to recover the cost of repairing the damage.

What time can I set up for my function? Usually we set up for weddings the morning of the function from 8am. A time for you to come in to set your decorations and theme can be arranged with our Wedding Co-ordinator.

Can I use any supplier? Yes you are free to use any supplier to theme, decorate or entertain at your wedding. We must be aware of anyone on site doing set up or using our power supply for sound equipment so inform the Wedding Co-ordinator throughout.

Do you do all the set up and pack down? Yes to an extent. We are happy to provide tables, chairs and will store any appropriate decorations or centrepieces if we can the night before the wedding. If you would like a particular layout we encourage you to assist with this. We will set the linen and cutlery and any glasses for you but we do not do theming or any extra decorations. We also take care of the pack down so you can just pick up the necessary items to take home with you, these need to be removed by 1am at the latest as we open for trading the next day and do not have the facility to store these. A storage fee will apply if your items are not taken. If you are adding staging or extra dance floors these must be assembled and disassembled by you before we open at 9am the following day or you will be charged an extra hire fee.

Are there any restrictions on use of the space? Yes. You may not staple or add anything to our walls or ceilings. All tea light candles must be in a holder that is higher than the flame. We do not allow the use of party poppers or confetti in the rooms or grounds.

Can we take any uneaten food or unused alcohol home? No. Due to our liquor licence we cannot allow any alcohol to be taken off our premises, even if you have already paid for it. Food will not be allowed either due to food safety requirements.

Can we bring our own alcohol? No this is not permitted. All beverages must be purchased through our bar, but you can discuss your requirements with the Wedding Co-ordinator if you require something particular ordered.

Booking Form

Names:

Address:

Phone:

Mobile 1:

Mobile 2:

Primary e-mail:

Wedding Date:

Set Up Time:

Arrival Time:

Approx. Numbers:

The use of candles or candelabras is a fire risk and as such needs to be approved by the Wedding Coordinator. It is your responsibility to ensure that these are displayed in a sensible area. ☐ Please sign when read and agreed

The lounge must be left in the clean and tidy state in which it was found. Staff will rearrange chairs and tables but it the responsibility of the hirer to decorate the tables to their own requirements and to remove these decorations after the function by 1am at the latest. ☐

Any damage to the lounge, furniture, fittings or equipment must be reported to the Wedding Coordinator for which there may be a charge. ☐

A deposit of 50% of the hireage fee must be paid to confirm booking. A bond of \$250.00 is also payable at the time of booking. The bond is refundable within five working days after the function providing the Management is satisfied with the condition the premises were left in. This bond will be forfeited if Management feels that the premises are left in an unacceptable state. ☐

These prices are correct as at the time of printing and are subject to change. Payment for function must be made 10 days prior to the event unless arrangements are made with the Wedding Coordinator.

I have read and understood the terms and conditions and the booking confirmation form.

Signed:

Date:

Deposit Received:

Date:

Contacts

Fairview Wedding Co-ordinator:

Georgina Wellington

p: 07 549 3413

m: 021 064 3260

Local suppliers we can recommend....

Florists

Mini Petals Katikati 022 618 8165

Wedding Hire

Katikati Hire 07 549 1351

Tauranga Party Hire 07 577 0440

A Little Fancy (vintage teapots and crockery) 021 0620 290

Freestyle Events 07 579 2334 or 027 626 3919

Celebrants

Miriama Smith miriamasmith.com

Nicki Sunderland nickisunderland@icloud.com

DJ/Bands

Thomas Hill - event manager 027 757 9656

The Shy and Retiring Company 07 576 1410

Ultimate Sounds 027 497 8657

Photographers

Courtney Horwood courtney@courtneyhorwood.com