

# BLACK SWAN<sup>®</sup>

WINERY  RESTAURANT

## *Wedding Reception Package*

*Situated in the heart of the Swan Valley, Black Swan Winery & Restaurant is a venue offering majestic views and an ambience second to none. We can make your reception a picture perfect day along with sensational food and wine.*



Finalists in Gold Plate Awards, Restaurant and Catering Excellence Awards and AHAWA Best Restaurant and WA's Best Hospitality Venue Awards.

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## All our wedding reception packages include the following as standard:

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- Consultations with the function coordinator
- Assistance with reception planning
- White linen tablecloths and napkins
- Quality crockery and table glass ware
- Candle holders and tea lights
- Standard table menus

## Extras at additional charges (POA):

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- Wedding ceremony
- Canapés on arrival (when not included in menu)
- DJ or band hire
- Chair covers, bows and bridal table skirting
- Flower arrangements
- Wedding cake cut, plated & served
- Wedding cake packaging
- Outdoor marquees
- Outdoor dance floor
- Shuttle service for bridal party or guests
- Guest seating plans & board
- Coloured linen other than white
- Table centrepieces
- PA and Microphone

## Table Size & Shape

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Table shapes and sizes depend on number of guests and reception seating area. Further clarification discussed with our function coordinator.





## Wedding Reception/Function Charges

Venue is available for full exclusivity or use of one of the rooms. Receptions booked 18 months or more in advance are subject to price increases between 5% to 10%

### Full Exclusive Use and Partial Venue Use

Venue fee subject to which evening, day of the week and if full or partial use of venue including set up requirements. Venue fee discussed on application/during initial consultation.

### **Guest Capacity**

Atrium Room – 130 Sit Down/ 170 Standing Events

Vineyard Room – 60 Sit Down / 100 Standing Events

Full Venue – 180 Seated/ 200 Standing Events

Subject to an extended licence approval, guest capacity can be greater

Set up times subject to individual reception requirements

A last order from bar service is 11.30pm.

Conclusion times after 12 midnight may incur an additional hourly fee or part thereof.



## Options & Sample Menus

Menu items are samples only

Menu choices provided approx. 8 weeks prior to the reception

### Chenin Menu - Alternative Serve - \$60pp

Add an additional \$5pp on mains for menu to be an individual choice

#### Entree

Fresh baked dinner rolls for the table, herb infused butter

Garlic prawns on spicy guacamole, cucumber salad

#### Mains

Chive & pistachio pesto coated Northwest lamb ,  
truffle mash, steamed snap peas, shiraz jus

Grilled fillet, served medium, Dauphinoise potato,  
steamed broccoli, red wine jus

#### Dessert

Vanilla bean pannacotta, mixed berry coulis & cream

Tea & Coffee



### Chardonnay Menu - Alternative Serve - \$80pp

Add additional \$5 pp per course for individual choice

#### On Guest Arrival

Hot and cold canapés served during guests on arrival

#### Entrees – Alternative Serves

Fresh baked dinner rolls for the table, herb infused butter

Braised pork belly on parsnip puree, citrus glaze

King prawns sautéed in a cream, garlic, chili & parsley.  
Steamed Jasmine rice

#### Mains – Alternative Serves

Grilled Barramundi, potato gratin  
steamed asparagus, herb beurre Blanc sauce

Grilled fillet, served medium, Dauphinoise potato,  
steamed broccoli, red wine jus

#### Dessert

French Opera liquor cake, crème fraîche, shaved Belgium chocolate  
Tea & Coffee

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## Cabernet Menu - \$92pp

Hot & cold canapés during guests on arrival

### Entree

Individual tasting plate:

Pan seared scallops w lime & chili

Braised pork belly on parsnip puree, citrus glaze

Asparagus and goats cheese frittata, fennel & wine sauce

### Mains – Choice

Black Angus fillet, topped with pan seared local prawn  
duck fat roasted potatoes, steamed asparagus, aioli jus

Grilled snapper, sweet potato gratin,  
steamed broccolini, Chardonnay herb sauce

### Dessert

Chocolate brulée, sour cherry compote, double cream

### Afterwards

Gourmet cheese platters, fresh fruit, condiments & wafers

Tea, Coffee, after dinner mints, Black Swan Port



### Children

Ages < one to 2 years – Nil Charge

From 3 years to 12 years - \$25 per child

Children's 3 course set menu to include soft drinks

Band, D.J or other suppliers not part of the wedding

\$50 per person

Main meal and dessert plus fruit juice, soft drinks tea, coffee

## Canapé's & Savoury Boxes

Canapés and one savoury box -\$48 per person

Canapés and two savoury boxes - \$56 per person

Canapes only - \$2.50 to \$4 per piece

### Maximum Canapés Choice

60 – 80 guests - 4 varieties

80 - 100 guests – 5 varieties

100 guests or more – 6 varieties

### Sample Canape Menu

Moroccan spiced lamb meatballs, yogurt & mint sauce

Tempura battered prawns, sweet chilli dipping sauce

Corn and caper fish cakes, lemon mayo

Asparagus & egg in filo

Oregano, mushroom & mozzarella arancini

Crab, dill & mandarin shortcrust cups

Chinese pork & cabbage spring rolls, plum sauce

Spicy spinach & potato samosa, tzatziki

Roast beef on croute', horseradish cream

Atlantic salmon, herb garlic cheese, cucumber

Tempura battered vegetables, garlic aioli

Parmesan & thyme stuffed mushroom caps

Chicken yakitori skewers

### Savoury Boxes

Braised Dauce' of beef, garlic mash

Butter curry chicken, coconut rice

Pasta, mushrooms, pine nuts, bacon, asparagus & cream

Lamb ragout, celeriac mash



### Dessert Canapés

Lemon & lime curd tarts

Coffee meringue kisses

Chocolate banana & Amaretto turnovers

Meringue tarts, Franchelico cream, strawberries

Trio of chocolate mousse, Chantilly cream





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## Buffet Menu - \$65 per Person

### Starters of Shared Platters

Mezze plates of grilled chorizo, salt & pepper squid  
Chef's dips, marinated olives & feta, warm Turkish bread

### Carvery / Buffet

Choice of 2 roasted meats:

Beef, lamb, pork or stuffed chicken roll  
Plus

Roasted potatoes & root vegetable

Steamed greens

Cauliflower gratin

Fresh garden salad

Vegetarian lasagne with a parmesan & béchamel sauce

Sauces, condiments and Shiraz jus

### Desserts

Chocolate profiteroles & cream

Selection of cheese, fresh seasonal fruit & condiments  
(Other dessert options available)



## Beverages

Can be a package, bar tab or cash bar

## Standard Beverage Package

2 Hours = \$32 per person

3 Hours = \$39 per person

4 Hours = \$46 per person

5 Hours = \$52 per person

6 Hours = \$59 per person

**Basic Spirits with Mix – Additional \$10 per person**

**Beverage Package List**

### Wines

Riddles Sparkling Cuvee

Black Swan Chenin Blanc, Black Swan Rose',

Dusky Sounds Sauvignon Blanc, Riddles Moscato

Black Swan Cabernet Sauvignon & Black Swan Shiraz

**Note wine vintages are subject to change without notice**

### Beers

Great Northern Lager, Little Creatures Furphy,

James Squire Golden Ale, Hahn Premium Lights,

**Selection of other wines and beers available  
on request and priced on application**

### Non-Alcoholic Beverages

Soft Drinks, Sparkling and Still Mineral Water

Lemon, lime & Bitters, Fruit Juices

## Cocktails on Arrival- \$14

Pimm's punch, Cosmopolitan, Espresso Martinis,  
Kir Royale, Strawberry Daquiris, Aperol Spritz

*Other choices available on request*





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*Thank you for choosing Black Swan Winery & Restaurant to host your wedding reception. Please see below our terms & conditions, current as from 1<sup>st</sup> January 2019*

### **Venue Use**

For exclusive use of our venue, you will have private use of the Atrium Room, Vineyard Room and rear lawn section. The times allocated will coincide with guest arrival and departure for individual reception contracts. The bar service will cease serving 30 minutes prior to the venue closing. Should you wish to extend the time of your reception you may do so at a cost of \$260.00 per hour or part thereof and this must be pre-arranged no later than 2 weeks prior to your reception date.

So staff may set up in accordance to the reception/ function requirements, unless with prior permission, any guests who arrive 20 minutes or earlier to the commencement time, may be denied access to the venue.

### **Booking Confirmation**

Tentative bookings are "reserved" for a period of 14 days. Should you wish to proceed with booking your reception, the agreement and deposit are to be finalised within 7 days of being in receipt. If the either the deposit or agreement are not received within the 7 days, the reserved date may be released, without notice

### **Deposits, Payments and Charges**

For exclusive venue use, the minimum deposit required is \$1000. Depending on the date booked and anticipated amount of guests, larger deposits may be required. Eight weeks prior to the reception, an invoice will be issued for a payment equal to 30% of the reception package and the final invoice for the balance is issued 21 days prior to the reception date. The final charges, less all deposits and other payments, include venue hire fee (if applicable), any subsidiary items and confirmed number of guests, (x) times the selected menu and beverage packages. In no circumstances are refunds or reimbursements given if in the event there are a lesser number of guests on the actual day than the confirmed number of guests paid for. Any additional guests on the day will be charged accordingly and to be paid prior to conclusion of the reception.

For bar tabs, a credit with proof of sufficient funds is to be supplied to management prior to commencement of the reception. The bar tab balance will be deducted from the same card at conclusion of event.

Other than the bridal party, guests and hired personal, no other persons are permitted to the reception without the consent of management.

In the case of your reception held on a public holiday, a 15% surcharge will apply. A surcharge will also apply to any "actual time" a reception enters into the beginning of a public holiday, which also includes any time Black Swan staff are required for post event clean up and any wait time for hired services to pack leave the premises.

Any payments made by credit card will incur a fee of 2% for American Express & Diners and 1% for all other credit cards.

### **Bond**

A minimum bond of \$400 bond is required for all receptions. The bond, in part or in full, is to cover damage such as excessive glass breakage, the sanitary removal of body wastes occurred on public areas, and damage to table covers or napkins. The bond is also to cover overtime incurred by suppliers hired by the organiser, who have taken excessive time in the removal of hired equipment. Reimbursement of the bond, in either full or the balance, if any, occurs 5 to 7 days after the date of the reception.

### **Price Increases**

Prices are current as of 1<sup>st</sup> January 2019. Whilst we will endeavour to hold the charges quoted, we reserve the right to alter prices if required. Any functions booked 18 months or more in advance should anticipate a 10% to 15% increase on current prices and or charges.

### **Responsible Service of Alcohol**

Black Swan Wines P/L upholds the principles of "Responsible Service of Alcohol" and in accordance with the Liquor License, reserve the right to refuse service to persons suspected of being under the age of eighteen years, shows signs of intoxication or aggression or signs of other drug influences.

Black Swan Wines P/L and its staff also reserve the right to escort any guest off the premises who are showing signs of aggression towards staff or public prior, during, or after the event.

Black Swan Wines has zero tolerance towards aggression or abuse to any of its staff or towards other guests.

Any guest or guests requested to leave the premises and refuses, Black Swan Wines P/L staff has the right to either contact the local police or under "The Liquor Licensing Act", charge the prescribed penalty for refusing to vacate.

Any guests, including members of the bridal party, who, on arrival, show signs of intoxication or other drug abuse, may be, refused entry into the venue.

Black Swan Winery & Restaurant is a fully licensed venue, and organisers or their guests are not permitted to supply their own food and or alcohol beverages unless prior consent with management of Black Swan Wines P/L.

In the event of any permitted "outside" beverage or food, there will be no reduction in reception charges. Alcohol or glassware not permitted past the front doors or beyond the rear garden at any time.

### **Noise Restriction**

Guests must leave in a quiet and orderly manner so as not to disturb nearby residents. There is to be no beeping of car horns or screeching of tyres, etc. The Master of Ceremonies must mention this on completion of the reception and must be present to assist with the quiet and orderly departure of guests.

Should Black Swan Wines P/L receive a fine by Swan City Council due to excessive noise caused by any of your guests or known persons, this fine shall be given to the function organiser and will become the responsibility of that person, both financially and for any legal obligations.



### **Decorations**

Installation of any decorations (e.g. chair covers, centre pieces) may only take place on the date of your reception. Access to the venue will vary and to be arranged with the function manager. Sprinkles, glitter, magic mist, confetti, rice or open candles not allowed. Cleaning charges of \$125.00 per hour may apply should you use any of the above. Floor decals also not permitted and there can be no decorations suspended from the ceiling trusses. No decorations are to be nailed or the use of adhesives. All decorations and hired equipment to have prior approval by management of Black Swan Wines P/L

### **Insurance and Damages**

Any damage to the property, restaurant, equipment, fittings or surrounds, owned by Black Swan Wines P/L or others and or hired, caused by guests to Black Swan Winery & Restaurant will be the financial responsibility of the organiser.

Black Swan Wines P/L also accepts no responsibility for the damage or loss of guests or organisers property while on our premises or after.

Whilst every care is taken, Black Swan Wines P/L accepts no liability at all to any accidental damage to the wedding cake, or any other items such as bonbonnières or table centrepieces once the items are on its premises. Wedding cakes delivered the day prior to the reception must be suitable for cool room storage.

Adults and children must wear footwear at all times. There are no exceptions. Dancing with glassware is not permitted

### **Smoking and Health Regulations**

In accordance to government health and safety regulations, smoking is prohibited within the restaurant, including all verandas attached to the building, the front entrance and rear lawn and gardens. There is, however, an allocated area for smokers, which our staff will be happy to direct guests to.

### **Cancellation Policy:**

In the case of a cancellation within 14 days of the deposit being made, the deposit funds will be returned less the hourly rate (being \$70 per hour) of the time spent with the functions coordinator or management in securing your reception date. If you cancel your reception, for whatever reason, within 60 or less days of the booked date then funds will be returned less the hourly rate (being \$70 per hour) of the time spent plus any administration costs with the functions coordinator or management in securing your reception date.

If you cancel your reception date within 30 days of the booked reception date with no consideration of rebooking an alternative date, a cancellation fee of 10% of the contractual total value of the reception will apply. No deposits or reception part payments are refundable.

If a cancellation occurs after all reception charges are paid to Black Swan Wines P/L, there is no refund of any monies.

### **Venue Cancellation**

If the reception or function booking has been cancelled through no fault of the hirer, being Black Swan Wines Pty Ltd, or being subject to natural disasters, every attempt will be made to find an alternate venue. All deposits and any pre payments will be refunded.

Black Swan Wines P/L will not be held responsible for any loss; financial or otherwise if in the event the venue cancels the booking

### **Wedding Planners/ Professional Services**

We are happy to recommend and provide names of preferred suppliers to assist in making your wedding day a success.

Suppliers you have hired personally may only commence "Set up" at the approved times and are responsible for removing their own decorations including chair covers. All suppliers, including DJ or bands must remove equipment from the venue within 30 minutes from conclusion of reception or at a mutually agreeable time the following day.

Any staff members who are delayed from finishing their shift or working overtime due to a supplier, band or DJ, taking excessive time in the removal of their equipment from the premises, some or the entire bond will be used to cover overtime wages.

Whilst every care is taken, Black Swan Wines Pty Ltd accepts no responsibility for the loss or damage of any equipment supplied by your own suppliers

### **Welfare of children**

The responsibility for the safety and care of children during the entire duration of the event will be that of the parents or guardians and not Black Swan Wines P/L or its staff in any way whatsoever.

Children to be with an adult at all times and to remain seated during food service and all speeches.

To maximise the comfort of guests and any photography sessions, one-seater pushers or basinetts are preferred. Prams are discouraged.

### **Seating, Table Arrangements & Centrepieces**

Seating plans, table name cards and centrepieces to be supplied to Black Swan Wines' function manager at an agreed time, either prior to the event or on the actual day.

All items are to have clear positioning instructions.

Photo of a mock table plan is preferable.

### **Taxis**

Taxis or Ubers need to be booked no later than 2 hours from conclusion of the reception. Ordering of taxis 2 hours or less from conclusion of the event will be the responsibility either of the organiser or by the actual guest requiring the taxi. For safety and security reasons, guests are not to remain on any part of Black Swan Wines Pty Ltd.'s property once the venue has been fully closed and locked.