



rivers  
of yarrambat

# Weddings



# WEDDINGS AT RIVERS

## *Overview*

### **ABOUT**

For a truly unique and memorable wedding, you can't go past Rivers. This gorgeous haven is set in the most peaceful and tranquil lakeside setting within the grounds of Rivers of Yarrambat - a destination lifestyle centre. Conveniently located in the Diamond Valley, Rivers is only 45 minutes north east from Melbourne, 25 minutes from the airport and 30 minutes from the Yarra Valley.

For your ceremony, our lakeside boardwalk or garden lawn settings create beautiful backdrops for photo opportunities for the bride, groom and bridal party. We have ample free off street parking and can cater for the smallest intimate wedding to larger lavish weddings of up to 120 guests.

For your evening reception, our cocktail finger food parties can be tailored to be as relaxed and casual or as sophisticated as you like.

### **THE GALLERY FUNCTION VENUE**

The Gallery is a stunning stand alone venue featuring 30 ft tall exposed tallowood eucalyptus posts in a rustic, architecturally designed building with a modern twist. By night it boasts a striking atmosphere with feature fairy lights under the terrace. We can cater for 60 to 120 guests.

# CEREMONY

*Let's get Married!*

## **Ceremony Locations**

There are two main outdoor locations where your ceremony can be performed, both of which cater up to 120 guests, and allow use of the grounds for up to an hour. Should you prefer to have an indoor ceremony, The Gallery can be completely set up as per your chosen package. Please ensure that your guests respect that only fresh rose petals can be used as confetti in the outdoor locations only.

### *The Lakeside/Boardwalk*

Set by the lake, the wedding party and up to 20 guests are set on the lower deck. The rest of your guests can spread out around the surrounding board walk and decking areas which are elevated providing a clear view of the ceremony. The bridal party can either arrive via the Wellness Precinct or via the Garden centre boardwalk.

### *The Gum Tree/Lawn Space*

Under the branches of our beautiful yellow gum is a gorgeous spot to be married. Guests gather on the lawn in this unique and rural spot. Please keep in mind that should there be considerable rain in the lead up or on your special day, the ceremony may need to be relocated closeby to The Lakeside/Boardwalk location if the lawn is too wet.

## **Your Celebrant**

We encourage your celebrant to contact our wedding coordinator to run over your planned ceremony. They are required to provide and operate any sound/audio equipment and we recommend that they visit our venue and test equipment or familiarise themselves to the venue prior to the day. Access to the outdoor locations are via the board walk entry from the carpark in the Wellness + Outdoor Precinct.

## **Rehersal**

It is not imperative to have a rehersal prior to the day, but should you wish to run through the ceremony either with your celebrant or with your wedding party, you are most welcome. Just make a time with our wedding coordintor to ensure that your chosen location is not already booked. Rehersals must be conducted within business hours and we allow up to 1 hour so you have ample time to make sure you have everything sorted.

## **Adverse Weather for Outdoor Ceremonies**

We never quite know what mother nature is going to give us on your wedding day, so there are a few considerations that need to be made when choosing your preferred location. If you opt for an outdoor ceremony, it is dependent on weather forecast and can not be left right to the last minute as there is significant set up time in your chosen package that needs to be respected.

If a call is made prior to the day to relocate the ceremony into The Gallery, your full package inclusions can be guaranteed. If you would prefer to wait until the day, it may compromise what seats and arbour can be moved in time, so the set up will likely differ. Note we can not risk all of our seating and red carpet to be damaged by weather and the latest time we will wait to commence setting up outside is by 1pm on the day.

# *Let's get Married!*

## **CEREMONY PACKAGES**

### ***Getting Hitched: \$1000***

- Grounds hire for up to one hour prior to reception commencement time
- Choice of ceremony location - indoor or outdoor
- Up to 15 seats for immediate family
- Iron arbour
- Table and two chairs for signing the registry
- Free, convenient and ample off street parking
- Access throughout the grounds for photos
- Our wedding coordinator to liaise and assist with celebrant & guests on day.

### ***The Rivers Red Carpet Experience: \$1,500***

- Grounds hire up to 1 hour prior to reception commencement time
- Choice of ceremony location - indoor or outdoor\* Adverse weather plan permitting
- Seated ceremony up to 60 guests (for outdoor we use our gorgeous white chairs) for indoors the seating of the reception venue is used).
- Red carpet entrance
- A basket of mixed fresh rose petals or flower petals (if roses are not readily available)
- White chiffon draped arbour & chandelier
- Topiary plants to frame the arbour
- Table and two chairs for signing registry
- A glass of bubbles or beer for the bridal party after the ceremony. (Up to 8 people)
- Free, convenient and ample off street parking
- Access throughout the grounds for photo opportunities
- Our wedding coordinator to liaise and assist with celebrant & guests on day.

# RECEPTION

*It's time to party!*

## The Gallery Venue + Set Up

The Gallery is a stunning stand alone event venue. It features 30 ft tall exposed tallowood eucalyptus posts in a rustic, architecturally designed building with a modern twist. By night it boasts a striking atmosphere with feature fairy lights under the terrace. We can cater for 60 to 120 guests.

The floorspace of The Gallery is left predominately open for guests to be up and mingling or dancing should you choose. Depending on guest numbers, there is ample space for decorative backdrops and styling. There are scattered tables + chairs and lounges on the outskirts of the room for those who may wish to have a seat.

## All Weddings in The Gallery Include;

- Exclusive use of The Gallery
- In-House Sound System
- Cake Table and Cake Cutting Knife
- Cutting and Serving of your Wedding Cake
- Dedicated Function Host
- Exclusive Bar + Waitstaff

Unlike many venues, we do not charge a venue hire fee. Our price per person is inclusive of the above as well as your chosen food menu. A minimum of 60 adult guests applies and there are beverage options to choose from which are priced separately. The numbers are based on adult guests, which is classified from 12 years and over. Should your anticipated guest numbers not meet this requirement, please talk to us as there are options that you can consider.

| RECEPTION PACKAGES   | STYLE    | MIN | MAX  | DURATION              | COST  |
|--|----------|-----|------|-----------------------|---|
| <b>PACKAGE 1</b><br><b>1 hour - Pre reception 6pm-7pm</b><br>Gourmet Grazing Station<br><b>4 Hours - Reception 7pm-11pm</b><br>Cocktail Menu 1:<br>Hot and cold finger foods served over 2 hours   | Stand up | 60  | 120  | 5 hours<br>(6pm-11pm) | Saturday + Sundays<br>\$85 per person<br><br>Monday-Friday<br>\$75 per person |
| <b>PACKAGE 2 - Weekday nights only</b><br><b>1 hour - Pre reception 6pm-7pm</b><br>Gourmet Grazing Station<br><b>4 Hours - Reception 7pm-11pm</b><br>Enjoy a special function with smaller guest numbers and budget friendly cocktail menu.<br>Cocktail Menu 2:<br>Hot and cold finger foods served over 2 hours | Stand up | 50  | 120* | 5 hours<br>(6pm-11pm) | \$70 per person   |

# Package 1

## **PRE-RECEPTION** (1 hour)

Gourmet Grazing Station

Served under the fairy lights on our terrace area our gourmet grazing station is filled with a selection of antipasto, cured meats, artisan cheeses, quince paste, homemade dips, mixed olives, rustic breads and crackers.

## **RECEPTION** (4 hours)

Menu 1

Selection of hot and cold fingerfoods served over a 2 hour duration

\*Pricing & menu subject to change

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### **Cocktail Menu 1**

Chicken Goujons with Aioli

Mini Gourmet Pies with Relish

Baby Beef Burgers with Cheese, Spinach + Chutney

Housemade Sausage Rolls

Pumpkin Risotto Balls

Spinach + Ricotta Pastries

Smoked Salmon Mousse Tartlets

Crispy Prawn Dumplings with an Asian Dipping Sauce

Handmade Mixed Sushi Rolls

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### **Optional Menu Additions**

#### ***Fork + Talk Dishes***

A more substantial addition to your finger food function. Our fork and talk dishes are served an hour into food service. (Min. 30 portions of the same item)

Fried Rice served in noodle boxes \$7.5

Bang Bang Chicken Salad \$8.5

Fish and Chips with Tartare Sauce \$9.5

#### **Crowd Pleasers** (Served in large bowls)

Chunky Cut Chips \$40

Country Wedges with sour cream \$50

### ***Dessert Tower***

The perfect way to add some serious pizzazz with a decadent selection of desserts and sweet treats. A typical selection includes the following and is served after the cocktail menu is finished.

Belgian Chocolate Mousse

Lemon Meringue Pies

Berry Cheesecake Slice

Raspberry Crème Macarons

Scones with Raspberry Jam + Cream

Chocolate + Caramel Slice

*Small \$395 (serves 40-50)*

*Large \$750 (serves 80-100)*

### ***Donut Platter \$185***

Mini Nutella, Custard + Jam donuts (60pcs)

***Tea/Brewed Coffee*** \$4 per person

# Package 2

## **PRE-RECEPTION** (1 hour)

### Gourmet Grazing Station

Served under the fairy lights on our terrace area our gourmet grazing station is filled with a selection of antipasto, cured meats, artisan cheeses, quince paste, homemade dips, mixed olives, rustic breads and crackers.

## **RECEPTION** (4 hours)

Selection of hot and cold fingerfoods served over a 2 hour duration

\*Pricing & menu subject to change

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### **Cocktail Menu 1**

Tender pan-fried chicken skewers with dipping sauce

Vegetable Spring Rolls with a Sweet Chili Dipping Sauce

Homemade Pizza Bites;

Tomato, Basil Pesto + Feta

Ham, Pineapple, Tasty Cheese + Tomato Napoli

Classic Mini Pies Served with Homemade Relish

Homemade Quiches: Lorraine / Vegetarian

Add Homemade Sausage Rolls + \$3.8pp

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# BEVERAGE OPTIONS

There are several options to consider when choosing beverages for your function. These include a beverage package, beverages on consumption or a cash bar. Please note that all pricing is subject to change and drinks are subject to availability in all options.

## *Beverage Package*

Beverage packages are priced per head, and so allow you to know exactly how much you are spending on beverages prior to your function. Payment of a beverage package is made at the time of finalising your numbers and final function payment, no later than two weeks prior to your function.

Note that you are able to add on other drinks from our Beverages on Consumption Menu that are not included in your beverage package, but these additional are charged on a consumption basis with payment required at the completion of your function.

Guests come to the bar at their leisure for continuous drink service. Note that the bar closes 15 minutes prior to the completion time of the function.

| PACKAGE                                      | SELECTION OF BEVERAGES  | 5 HOURS | 6 HOURS (extension*)  |
|--|---|---------|---|
| <b>Alcoholic and Non Alcoholic Beverages</b> | Sparkling and Moscato<br>Sauvignon Blanc<br>Cabernet Merlot<br>Carlton Draught and Furphy Lager<br>James Boag's Premium Light<br>Coke, Coke No Sugar, Lemonade, Lemon Squash<br>Sparkling Mineral Water | \$65 pp | \$75 pp<br><br>* Please note that a function extension cost applies to a 6 hour wedding |

### ADD ON

#### COCKTAIL + MOCKTAIL DISPENSERS:

Our three litre dispensers are such a fun addition to any function. Choose, one, two or three for guests to enjoy from our list below. Dispensers are priced individually and serve approximately 20 guests.

Note that you can add on our dispensers to any of the other options.;

- Mimosa - Sparkling bubbles with fresh orange juice \$125
- Mojito - A classic with vodka, lime and soda \$125
- Watermelon Spritzer \$125
- Fancy Pink Lemonade \$85
- Lemon, lime and bitters \$85



# Beverages on Consumption

Beverages on consumption is where a running tally of what is consumed is kept. When this option is chosen, your function booking deposit of \$500 is retained and deducted from your final bar tally, with the balance owing to be paid at the completion of your function.

The standard menu includes sparkling, moscato, red + white wines, beers, cider and a selection of soft drinks and juices. You can substitute or include additionally any of the wines and beers from our standard menu with wines and beers from the premium selection should you wish. Pricing + inclusions are subject to change due to availability and prices may vary depending on how far in advance you make your selection or when your function is booked

## Standard Bar Selection

### Wines - per 750ml bottle

|                           |      |
|---------------------------|------|
| Sparkling Brut - Hardy's  | \$45 |
| Moscato - Hardy's         | \$45 |
| Chardonnay - Hardy's      | \$45 |
| Sauvignon Blanc - Hardy's | \$45 |
| Cabernet Merlot - Hardy's | \$45 |

### Beers/Cider - per stubby

|                            |       |
|----------------------------|-------|
| Carlton Draught            | \$7   |
| Furphy Lager               | \$8   |
| Crown Lager                | \$8   |
| Corona                     | \$8.5 |
| James Boag's Premium Light | \$6.5 |
| 5 Seeds Apple Cider        | \$7.5 |

### Soft Drink/Juice - per glass

|                         |       |
|-------------------------|-------|
| Lemon Squash            | \$5.5 |
| Coke/Coke No Sugar      | \$5.5 |
| Sparkling Mineral Water | \$5   |
| Organic Orange Juice    | \$6.5 |

## Optional Premium Additions/Substitutes

### Wines - per 750ml bottle

|                            |      |
|----------------------------|------|
| Pinot Gris - Rob Dolan     | \$55 |
| Shiraz - Kennedy Henrietta | \$55 |
| Pinot Noir - San Pietro    | \$55 |

### Beers/Cider - per stubby

|                         |       |
|-------------------------|-------|
| Two Bay's Pale Ale (GF) | \$9.5 |
|-------------------------|-------|

### Speciality Drinks

|                  |      |
|------------------|------|
| Espresso Martini | \$15 |
|------------------|------|

Seville Orange Gin Spritz

|                             |      |
|-----------------------------|------|
| <b>Spirits* - per glass</b> | \$12 |
|-----------------------------|------|

Vodka/Gin/Bacardi/Tequila

Jim Beam/Jack Daniels

Johnnie Walker - Red

Southern Comfort

Canadian Club

Sambuca - Black

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- Watermelon Spritzer \$125
- Fancy Pink Lemonade \$85
- Lemon, lime and bitters \$85

# Cash Bar

Should you prefer, guests can pay for their own drinks at bar prices with the selection of drinks offered from our standard bar menu. As this option requires taking orders individually and to process payment for each guest, a surcharge of \$200 applies for your function in order to cover for an additional bartender who is dedicated to serving your guests for the entire duration of your function.

## **PRICING + GUEST NUMBERS**

All functions in The Gallery include:

- Exclusive use of your own private space
- In-house sound system
- Gift table
- Cake table
- Cake cutting knife
- Cutting and serving of your cake
- Dedicated Function Supervisor
- Exclusive Bar + Waitstaff

Unlike many venues, we do not charge a venue hire fee. Our price per person is inclusive of the above as well as your chosen food menu. Please refer to our Beverage Package for options + separate pricing. Please refer to the Menu Guide as minimum numbers apply. The numbers are based on adult guests, which is classified from 12 years and over. Should your anticipated guest numbers not meet this requirement, please talk to us as there are options that you can consider.

## **FUNCTION TIMING + EXTENSIONS**

Wedding packages are a standard 5 hour duration with a suggested timing. Times can be changed, however this is dependant on other functions booked and peak operating times within Rivers of Yarrambat. We allow for the hosts and up to 10 close family members or friends to arrive up to 20 minutes prior to your function start time.

An additional one hour extension is available in consultation with the Functions Manager prior to your function date and is charged at \$500 per hour. In the event that your function exceeds the designated finish time, extension charges automatically apply and are charged as per your signed security guarantee.

## **SPECIAL DIETS & ALLERGIES**

We proudly accommodate for Gluten Free, Pescatarian, Vegetarians & Vegans in all of our menus. There are times where your selected menu will differ for these guests. If a combination of these diets/allergies/preferences are required for a guest eg. Vegetarian + Gluten Free, it is likely that your chosen menu will not be suitable, however we may be able to accommodate with an individually plated meal/s.

If you have other diets/allergies/preferences that are not listed above, please discuss this with our functions manager as early as possible. Whilst we endeavor to assist in helping cater for a range of needs, not all requests can be met. Where we are able to assist, additional costs may apply. You are required to complete and return our dietary form no later than 14 days prior to your function. As the understanding of diets vary, please ensure that you read the "Dietary Definitions" to ensure that we have a mutual understanding. It is important to us that we have everything perfect for you.

Please prompt your guests to advise you of their dietary/allergy needs when sending invitations so that you can discuss with us. Last minute requests are not guaranteed and may incur an additional charge. In the event that we are not advised and additional catering is required and can be prepared, additional costs will apply.

## **WEDDING CAKE/CANDY BUFFETS**

We offer to cut your wedding cake into coffee size portions, providing the cake is firm and easy to cut so it can be served on a platter to your guests - this is done with our compliments. We allow candy buffets to be brought into our venue. Please ensure that you bring the necessary glassware and serving spoons and bags for your guests to use. You are responsible for packing away all items from your candy buffet on conclusion of your function.

## **STYLING**

**Rivers Styling** - The Gallery is presented elegantly with minimal styling to accommodate each person's individual look and feel or chosen theme. We offer additional styling options for hire such as silk flower arrangements and decorative table centerpieces.

**Your Styling** - Should you wish to style your own function, earlier access to the venue requires approval and is subject to availability due to prior functions held. A maximum time of two hours is offered should the venue be free and this must be completed by 5pm. Styling must be removed at the conclusion of the function with up to 30 minutes allowed after the booked conclusion time.

## **AUDIO, MUSIC + ENTERTAINMENT**

For an easy solution, we are able to play your own public Spotify playlist through our sound system. You are able to have live music, bands, DJ'S or bring in entertainment such as comedians, gaming tables and photo booths. Prior approval is required as outside suppliers are subject to conditions.. Alternatively, we are able to play casual background music for your convenience.

## **PHOTO SLIDESHOWS**

The Gallery has provision for you to display a photo slideshow on a large LCD screen throughout your function. We recommend that you save your slideshow on a USB and make a time to come and test it at least a week prior to your function.

## **SECURITY**

To ensure the safety of you, your guests and our staff, all evening functions require a security guard for the duration of the function. The cost is \$300 based on our standard function duration of 5 hours. The security guard is booked by Rivers and the cost is added to your function account. Should you extend to a 6 hour reception, an additional \$100 will apply on top of the function extension cost.

## **MAKING A BOOKING**

### ***TENTATIVE BOOKING***

We are able to place a tentative hold on your preferred function date. We can hold your date for up to 7 days, after which your hold will automatically expire and the date will reopen for other guests to book. Should we have another person who wishes to book within that time, we will contact you and allow you preference to secure.

### ***BOOKING DEPOSIT***

In order to make a booking and to secure your function date, a booking deposit of \$500 is required along with your completed function contract. All deposits are non-refundable and non-transferable in the case of cancellation. If you have an evening function this deposit is deducted from your final payment if you have chosen a beverage package or cash bar. The booking deposit is retained if you have chosen the beverage consumption option, which is then deducted from your beverage account at the completion of your function.

# FREQUENTLY ASKED QUESTIONS

## **Is there a venue hire charge?**

No. As long as you meet the minimum number of adult guests as indicated in the function reference guide then we do not charge venue hire.

## **What happens if I do not meet the minimum number of adult guests required?**

There are a couple of options to consider, which include either paying a venue hire fee, paying for the shortfall where the food is still supplied or alternatively you may be interested in considering one of our smaller venues.

## **Do you cater for special dietary requirements?**

Yes, we are well known for our provision for dietary requirements including Vegan, Vegetarian, Pescatarian and Gluten free. Depending on the menu this is catered as either a variation of the function menu chosen or in some cases an entirely different dish/es. Full details are outlined in the information pack as well as in our Terms and Conditions.

## **Will a cocktail function be enough food for my guests?**

Our Cocktail Menu is designed to fill your guests, however we also have larger 'talk and fork' dishes or additional platters if you wish to make it more substantial. Should you opt for a function extension, we strongly recommend you add some items.

## **Can I have early access to the venue for styling prior to my function?**

In most cases you have access up to two hours prior subject to other functions that may be held prior to yours. Access must be arranged with the Functions Manager prior to your function and is limited to no more than ten helpers or hired professionals. This is a time when deliveries of balloons and cakes etc can also be made. Normal access time for hosts if you are not doing your own styling is 20 minutes prior to the booked function start time.

## **Can I bring my own cake and if so is there a cost to cut it up?**

Yes, we ask that your wedding cake be sourced from a reputable supplier as the quality reflects on our venue. We offer to cut it up into coffee size portions and serve it on platters with our compliments. Note that we do not allow cakes to be substituted as an entire course. Food is one of the major parts of your function and that's what we are here for.

## **Is Rivers wheelchair/pram accessible?**

Yes, The Gallery is wheelchair and pram friendly.

## **Can I have a longer function than what you offer as a standard?**

Yes, this must be arranged prior to the function and is not available on the day of your function. Additional charges and conditions apply.

## **Can I have external caterers or bring my own catering and drinks in?**

No, we have a team of chefs at Rivers who do all of this for you. We do not hold a BYO license.

## **If I have a question not answered here, how do I contact you?**

You can call us Monday—Friday on 9436 3215, or email [functions@riversofyarrambat.com](mailto:functions@riversofyarrambat.com)