



Glanville Hall
EST. 1856

Pop-Up Wedding Weekend

Saturday 10th and Sunday 11th January 2015

An exclusive, once-only opportunity to hold your dream garden wedding ceremony for up to 40 guests in this elegant, spectacular heritage venue – on a prime date, in prime wedding season, at a price you can afford!

Glanville Hall's **\$1800 Pop-Up Package** includes:

- ♠ 90 minutes of venue hire
- ♠ garden ceremony including chairs, red carpet and singing table
- ♠ your celebrant, including all legal paperwork
- ♠ photographer to cover your entire event
- ♠ PLUS for \$16.50pp, add a 30 minute 'mini cocktail reception' within the manor, including post-ceremony bubbly, beer, orange juice and canapés.

For even more magic, lock in the exclusive **Twilight Package** from 6pm and enjoy a 3-hour, all inclusive ceremony and cocktail reception for up to 30 guests for just \$3000.

There will be weddings allocated in 90-minute increments from 10am across both days, allow for five couples per day. To book your Pop-Up Package at Glanville Hall, contact Chris Churchill from Adelaide Pop Up Weddings on 0422 013 036, or visit

www.adelaidepopupweddings.com





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The key information

- ♣ Glanville Hall's **Pop-Up Wedding Weekend** will be held on Saturday 10 and Sunday 11 January 2015
- ♣ each package will be 90 minutes, except the 6pm 'Twilight Package' with is three hours
- ♣ package times are 10-11.30am, 12-1.30pm, 2-3.30pm, 4-5.30pm and 6-9pm
- ♣ minimum of 10 and a maximum of 40 guests
- ♣ package includes venue hire, ceremony setup, celebrant and photography
- ♣ upgrades and extras are available (see below)

The packages and optional extras

Glanville Hall's **\$1800 Pop-Up Package** includes:

- ♣ 90 minutes of venue hire
- ♣ garden ceremony including chairs, red carpet and singing table
- ♣ your celebrant, including all legal paperwork
- ♣ photographer to cover your entire event

PLUS you can choose to add:

- ♣ move inside the manor for the last 30 minutes of your package, and enjoy a 30 minute 'mini cocktail reception' including post-ceremony bubbly, beer, orange juice and canapés (\$16.50pp)



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Glanville Hall's **\$3000 Twilight Pop-Up Package** includes:

- ♣ three hours of venue hire (6-8pm in the gardens, and 8-9pm inside the manor)
- ♣ chilled water on arrival for all guests
- ♣ garden ceremony including chairs, red carpet and singing table
- ♣ your celebrant, including all legal paperwork
- ♣ photographer to cover your entire event, including the option for beach and sunset photos
- ♣ a full hour 'mini cocktail reception' of bubbles, beer, cider and canapés in The Chapel from 8-9pm.

PLUS you can choose to add:

- ♣ **extra guests** to the mini reception for \$25.50pp (up to 50 guests)
- ♣ your choice of a single tier, chocolate shard or rustic-style **wedding cake** topped with fresh seasonal blooms and served with freshly brewed tea and coffee at the conclusion of your mini reception for \$450 (includes an additional 30 minutes of room hire for daytime packages)
- ♣ upgrade to Glanville's **Perfect Dinner Reception** in The Chapel for \$95pp, which includes:
 - full ceremony in the gardens from 6-7.30pm
 - full drinks package of bubbly, beer, cider, red and white wine, soft drink and juice* served for three hours, from 7.30-10.30pm
 - choice of either roaming, canapé-style entrées* served in the gardens for one hour from 7.30pm **OR** guests enter the main room from 7.30pm and are served a set entrée* at 8pm
 - two choice main courses, served at 8.30pm
 - set dessert served at 9.30pm (option to upgrade to custom-created wedding cake, tea and coffee for \$450, see above for details)
 - guest tables set with white linen cloths, napkins, personalised menus and simple silver lantern centrepieces (option to upgrade to elegant white chair covers, coloured chair sashes and silver crystal candelabra centrepieces for \$85 per table)

** see drink list and menu on following page*



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The menus

Couples who choose to upgrade to our **Perfect Dinner Reception** will enjoy:

- ♠ a full drinks package served from 7.30-10.30pm, including:
 - Bridgewater Mill NV Sparkling
 - Blackbilly Sauvignon Blanc
 - St Hallett Gamekeeper's Shiraz
 - Coopers Pale Ale
 - Toohey's Extra Dry
 - Toohey's 5 Seeds cider
 - orange juice and soft drinks

- ♠ a dinner menu including:

Entrée

Chef's choice of 'roaming' cocktail-style hot and cold canapés served in the gardens for one hour
or

Spinach and ricotta cannelloni with roast tomato coulis, basil pesto and parmesan shavings

Main course

Seared beef fillet served on potato dauphine, with wilted spinach and red wine jus
or

Pan-seared chicken breast stuffed with herb butter, serve on 'spaetzle' noodles and green beans, topped with verjuice glaze

Dessert

Vanilla panna cotta with fresh berries and hand-made wild berry sorbet



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The terms and conditions

We look forward to helping you create the perfect Pop-Up Wedding! To ensure everything runs smoothly on your special day, it is important that you be completely familiar with our terms and conditions.

All bookings are made upon, and are subject to, the following terms and conditions as determined by Glanville Hall. By paying your non-refundable booking deposit, you are agreeing to the following:

Bookings

- 1.1 **By paying your deposit, you agree to the terms and conditions outlined in this document.**
- 1.2 Deposits are strictly non-refundable.

Liquor Licensing Act

- 2.1 Management and staff will abide by all conditions set down in the *Liquor Licensing Act*. We reserve the right to refuse the service of alcohol to any guests displaying signs of intoxication.
- 2.2 Management reserves the right to cease all service of alcohol prior to the close of a function, in the event that a large number of guests are displaying unacceptable behaviour or showing signs of intoxication.

Prices

- 3.1 Unless otherwise stated, all prices quoted by Glanville Hall are inclusive of GST.
- 3.2 Once your deposit has been received and confirmed in writing by Glanville Hall, your package pricing will be locked in to the absolute best of our ability. You will be notified immediately in the case of any unforeseen and/or unavoidable price changes.

Final numbers and payment

- 4.1 Your absolute confirmed, final number of guests - along with any and all special dietary requirements - is required *no less than fourteen (14) days* prior to the event.
- 4.2 Please note that all attending guests over the age of two years must be accounted for in your final guest numbers.
- 4.3 We cannot guarantee that last minute or late additions will be accepted.

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BYO

- 5.1 No food or beverage is permitted to be brought to Glanville Hall for consumption at the event, anywhere on the premises (including in the gardens or the Bridal Parlour) by the organisers or any persons attending the event.
- 5.2 No food or beverage shall be removed from Glanville Hall following the event.

Damage and conduct

- 6.1 Event organisers are financially responsible for any damage sustained to Glanville Hall, by the organiser or invited guests, in any part of the premises during the event.
- 6.2 Management reserves the right to request a security bond of \$500 or a credit card imprint, payable prior to the event.
- 6.3 Glanville Hall accepts no responsibility for damage or loss of merchandise or property left in the premises prior, during or after the event. Organisers should arrange their own insurance and/or security.
- 6.4 Glanville Hall reserves the right to exclude or eject any or all objectionable persons from the event or the premises without liability.
- 6.5 It is understood that the client will conduct the event in an orderly manner, in full compliance with Glanville Hall management and applicable laws.
- 6.6 Event organisers are financially responsible for any damage sustained to items hired for the purpose of the event, such as decorations, ceremony items and other equipment.
- 6.7 Children are very welcome at Glanville Hall, but must be supervised by responsible adults at all times. The Bridal Parlour is not to be used for babysitting or child minding purposes.

Smoking

- 7.1 **Glanville Hall is a totally smoke free venue.** Smoking is absolutely prohibited within the building, on the lawns and within the gardens.
- 7.2 Smokers are asked to do in the designated smoking area at the side of the building, where ash trays are provided for the safe and neat collection of cigarette butts.
- 7.3 It is at the discretion of Glanville Hall management as to how many times guests will be 'warned' about the smoking regulations. After numerous warnings, Glanville Hall reserves the right to exclude or eject any or all objectionable persons from the event or the premises without liability.
- 7.4 Management reserves the right to charge a cleaning fee of \$500 for any events where these clear smoking regulations are ignored, and significant cleaning is required to remove cigarette butts from the premises.



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Facilities

- 9.1 Every effort will be made to maintain the exact appearance of the building, however changes, upgrades and improvements may take place between the date of booking and the event.
- 9.2 Glanville Hall's facilities may only be used for the purposes which they are intended.
- 9.4 All guests must vacate the premises within 30 minutes following the completion of the event. Failure to comply will result in a charge of \$150 for each additional 30 minutes or part thereof.
- 9.5 Please speak to our staff in regards to fire safety, fire bans and the use of candles within our building and surrounding gardens. Open flames are a fire risk, and must be contained at all times.
- 9.6 Bubbles, mist machines and 'smoke machines' are welcome in our gardens and on our outdoor terrace, but cannot be used within the main manor.
- 9.7 Please note that glitter, confetti and table sprinkles are strictly prohibited within Glanville Hall, the gardens and the surrounding golf course. An additional cleaning fee of \$250 will be charged upon unauthorised use of these items.

Ceremony decoration hire (*for couples choosing to utilise ceremony decorations through Glanville Hall*)

- 10.1 In an emergency, we reserve the right to substitute hire items with similar items without seeking the permission of the hirer. We will take the utmost care to match colours and design but there may be slight variations.
- 10.2 In the case of inclement weather, we will make an indoor area available for your ceremony. Our staff will work with you to make this decision, which must be confirmed at least 4 hours prior to the ceremony start time (to allow us time to move/set up your items).
- 10.3 No refunds will be provided for changes or cancellations due to inclement weather.
- 10.4 **Fresh flowers, petals and confetti cannot be used on any of the aisle carpets or seagrass aisle runners**, due to staining and damage caused. If petals or confetti are used and cause damage, a cleaning or full replacement fee will be charged.
- 10.5 In the event that damage or loss occurs to any hired items, the hirer is financially responsible for replacement or repair of goods within seven days.