

# Heaven Under The Moon

*A Country Retreat With The Elegant Romance Of Yesteryear*

## Fees, Terms & Conditions

1. **The venue fee** is \$2000 to hire Heaven Under The Moon for an exclusive event.
2. **Venue fee includes:**
  - Exclusive use** of the 17 acre property.
  - A one hour "Dress Rehearsal"** scheduled one week prior to the wedding, time & date to be mutually agreed upon.
  - The assistance of Cheryle Gail** for a period of eight hours to help/assist for things to run smoothly.
  - Thirty Five chairs** for the ceremony & dining.
  - Fresh flowers in the Main Dwelling, (whatever is in season and growing on the property).
  - Firewood** for the three fireplaces (as needed) as well as tea light & tapered candles.
  - Drinking Water** with fresh lemon & mint available in self service bottles.
  - White Linen Table clothes** on Two Tressel Tables & one High Tressel Table
  - Knife & Champagne flute** for wedding couple to use for the cake cutting and toast.
  - Table for Cake & presents** provided with candles & flowers.
  - Three Balinese Decoration Flags** at Gate & two near art studio.
  - An indoor sound system** (CD) is available for use in the main dwelling.
3. **A non-refundable deposit** of \$500 is required to confirm a booking, which can be paid by check or direct deposit. A sum of 50% of the total estimate is due one month prior to the event, the remaining balance is to be received 7 days prior to your function. Numbers attending must be confirmed one week prior to event. The balance of the account, including the beverage account must be paid in full following the reception. If for any reason your event is cancelled within three months of the wedding date the minimum fee of \$2000 will be charged.
4. **Cleaning Deposit** is \$100. The fee will be refunded if there is no "excessive" or "extraordinary" damages to the property, such as red wine stains, burn marks, broken glass/cutlery etc.
5. **Staff Persons:** \$15.00 per hour per person (2 staff required for 8 hour minimum for party of 40+ guests)
6. **A Liquor License Fee** of \$105 is required if alcoholic beverages will be served. BYO is \$100 for Bar Manager + \$400 "corkage" BYO functions provide their own glasses, ice + what ever else is needed. Ask for a Beverage Menu if you require a FULLY SERVICED "Open" or "Cash Bar."
7. **All functions are required to finish** by 12:30 midnight, alcoholic beverages will stop being served at 12am except for guests having accommodation at HUTM. It is the responsibility of the Hosts to say good night and goodbye to their guests and make sure they have a sober driver or other means of transportation and that the only guests on the property prior to them going to bed is the guests also having accommodation at HUTM.
8. **Catering options:** Provided by HUTM, (please request a menu for a "Cocktail Party," Sit Down Served Dinner, Buffet or Barbecue), catering by a Licensed Caterer, (preferred providers suggested upon request) or catering by Host. If catering is provided from anyone other than HUTM, the host provides rubbish containers and all rubbish is required to be removed by the "Host", Tupperware (for left overs), glasses, dishes, cutlery, serviettes etc. are to be provided by the "Host" unless catering is provided by HUTM.
9. Heaven Under The Moon **accepts no responsibility** for personal items lost or stolen on the property.
10. **Damage or theft to HUTM or associated suppliers will also be charged accordingly** to the final account.

11. **Children must be accompanied by an adult at all times.** ON no account must they be allowed to roam the property alone. There are waterways, ponds and hazards which may cause injury. **It is your responsibility to inform your guests.** The management take no responsibility for the welfare of children. **Any damage caused by them will be charged for in addition to your final account.** HUTM accepts no responsibility for personal injury.
12. **Smoking in designated areas only.** Cigarette butts must be extinguished in container provided, NOT thrown on the ground.
13. **Additional options:**
  - Accommodation Costs;**  
The Dream Suite is \$250, the Sun, Green; Angel & Butterfly rooms are \$180 each, which includes breakfast for two & GST.
  - Catering by HUTM** visit [www.heavenunderthemoon.com](http://www.heavenunderthemoon.com)
  - Therapeutic Massage, Facial, Salt Glow Scrub, Reflexology, Pedicure:** \$70 per session
  - Bridal Basket, A selection of gourmet cheese, fresh fruit, crackers, “tea” sandwiches, “All the Goodies”:** \$55.00
  - Punch:** Self served in the Drawing room in Crystal Punch Bowls = \$2.00pp
  - Nibbles:** Bar nuts, Mustard Soy Snacks, Pretzels, Chocolate Raisins \$2.50 pp
  - Coffee & Tea options :** Self serve, we provide Tea & Instant coffee = \$1.50pp  
Served Espresso coffee from a LaMarzacco Italian Espresso Machine & tea \$3:50pp
  - Caravan rental:** \$50.00 per night sleeps up to three people.
  - Three Flower Arrangements in the Art Studio:** \$75.00
  - Additional tressel tables:** \$20 each
  - Additional White Linen:** \$20 each
  - On site Childcare Provider:** \$20 an hour.

**Costs include but are not limited to:**

Venue Fee = \$2000.00  
 Cleaning Fee = \$100.00  
 Beverage Fees = \$605 for BYO  
 Staff = \$240  
 Total minimum required = \$2945

I agree to the above: \_\_\_\_\_ name of Host,  
 \_\_\_\_\_ Signature of Host,

Date: \_\_\_\_\_

Date of event: \_\_\_\_\_

Host name responsible for payment: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Dietary Needs of Guests Having Accommodation: \_\_\_\_\_

For further information Please visit [www.heavenunderthemoon.com](http://www.heavenunderthemoon.com) or call Cheryle Gail 09 235-1588 mob 027-244-8691 265 Boiler Gully Road RD4 Waiuku, Awhitu Peninsula, Auckland New Zealand.