



**'CELEBRATE' D.I.Y. CEREMONY PACKAGE**  
 (Based on 30-50 Guests) - \$450

Please Note: This is just a sample/guide for your reference. All of our Ceremony Packages can be tailored to suit your exact numbers, needs, location etc.

QTY	ITEM	DESCRIPTION
1	<u>Hire</u> White Heart Arch	Decorated with a white organza wrap and a silk orchid arrangement in the middle  (NB our arch is very easy to assemble & we will provide instruction on collection) <div data-bbox="762 869 1289 1339" style="text-align: center;"> </div>
34	<u>Hire</u> Americano Chairs	White (2 chairs for use with signing table)
8	Aisle Decorations	Silk white orchid sprays to hang off each aisle chair (to match arrangement with arch) <div data-bbox="756 1576 1295 1957" style="text-align: center;"> </div>

QTY	ITEM	DESCRIPTION
1	<u>Hire</u> Plush Red Carpet Aisle Runner	10m L x 1m W (image as above)
1	<u>Hire</u> Square Signing Table with fitted white linen table cover	
	<u>For collection, set-up &amp; return by client</u>	All items quoted are for DIY hire only.

## Terms & Conditions

At Weddings by the Bay we wish to ensure that your function needs are met in every way. To allow a smooth transaction in the purchasing of items for your function we wish to point out the following guidelines:-

PLEASE NOTE: Enquiries will not be considered as a CONFIRMED BOOKING until an Invoice has been issued and a 20% deposit has been received, to avoid double booking.

SECURITY BOND A \$100 bond will be added to all orders for hire items. The security bond will be refunded within 2-3 business days following the function, less any shortage for damaged, broken or missing items. If damages/losses total more than the deposit taken, an Invoice will be issued for the cost of replacing stock. Please note that in the case of the hire of our red carpet, or seagrass aisle runner, the \$100 security deposit will be forfeited for dry cleaning costs, should wet weather conditions cause any soiling.

FINAL NUMBERS & PAYMENT Final numbers and payment are required to be confirmed fourteen (14) days prior to your function. On occasion if final numbers exceed the estimate given we may need to compromise with existing stock if new stock is unavailable at short notice. Freight charges may also be applicable.

CANCELLATION In the event of a confirmed booking being cancelled, notification in writing must be sent to us and the following will apply:- If cancelled more than sixty (60) days prior to the function 100% of the deposit and payments made, will be refunded. Between sixty (60) and (30) thirty days prior 50% of deposit and payments made will be refunded. If less than (30) days notice is given no deposits and payments will be refunded.

DAMAGE TO HIRED ITEMS Any damages sustained to any items hired by the customer or their guests is the responsibility of the customer. The customer is liable for the replacement of any items that may be damaged or go 'missing' from the function. Costs involved are calculated on replacement value. In the event that the charges incurred are greater than the security bond value, an invoice will be issued.

PAYMENT METHODS We accept payment via bank deposit, cash, cheque or credit card.