

The Holroyd Gardens Park Wedding Ceremony Venue



Hire Agreement and Booking Form Valid from 1st July 2020 to 30 June 2021

For enquiries or further details please email or call The Holroyd Centre on either holroyd.centre@cumberland.nsw.gov.au or phone 02 8757 9090. To request a booking, please complete this Hire Agreement and Booking Form and return along with the Hire Fee (*please send hire fees and payment details*) to **The Holroyd Centre, 11-17 Miller Street, MERRYLANDS NSW 2160.**
Booking dates are only confirmed once forms are completed together with full payment.

APPLICANT DETAILS					
First Name				Surname	
Address					
Suburb		State		Post Code	
Email Address					
Contact Numbers		Home		Work	Mobile
Wedding Ceremony Event Details					
Wedding Ceremony Date				Start Time	
				Ceremony Time:	
				End Time	
Number of guests attending ceremony (approx.)					
Details of additional equipment, decorations or other temporary structures that you will be responsible for and have been approved by Holroyd Centre management?					
CONTACT PERSON ON THE DAY (NB: must be someone other than the bride and groom)					
First Name				Surname	
Relationship to Bride and/or Groom					
Contact Phone Number (MOBILE)					
Additional Information					
How did you hear about Holroyd Gardens Park for your wedding ceremony?				Magazine	Referral
				Internet	Newspaper
				Holroyd Centre Website	Holroyd Council Website
				Other <i>please specify</i>	Banner

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WEDDING CEREMONY PACKAGES <i>(all packages are a standard 2 hour booking)</i>			
DUCHESS PACKAGE	<i>Hire of rotunda and use of water feature</i>	\$470.00	
PRINCESS PACKAGE	<i>Includes Duchess plus 1 vehicle access to & from rotunda</i>	\$600.00	
MAJESTIC PACKAGE	<i>Includes Duchess & Princess plus celebrant, 30 chairs, red carpet, skirted signature table.</i>	\$1,485.00	
EMPRESS PACKAGE* <i>* Subject to availability</i>	<i>Includes Majestic Package plus personalised welcome Sign, Silk Floral Canopy, 2x Pillar Draping</i>	\$2,100.00	
ADDITIONAL SCHEDULE OF FEES			
OPTIONAL EXTRAS Please provide qty required for chairs and for all other items please tick if applicable. * Use of a private vehicle is permitted as the bridal car only if there is current and full third party comprehensive car insurance.	\$630.00	Celebrant	\$630.00
	\$3.80/pc	Chair Hire (50 max)	\$6.60/ea
	\$70.00	Red Carpet	
	\$235.00	Signature Table <i>skirted with vase, flowers & 2 chairs</i>	
	\$various	Additional Hours	
		*Stylist Package Personalised welcome sign, silk floral canopy, 2 pillar draping	
		*Chair Aisle Decoration Additional Option Pew Aisle Silk Floral Arrangement with Ribbon	
TOTAL PAYABLE <i>Please include package price and total of any extras</i>	Holroyd Centre Office to complete total amount payable for hire of Holroyd Gardens Park:		
PAYMENT DETAILS			
Credit Card Details <i>Only VISA or MASTERCARD accepted</i>		Name on the card	
Credit Card Number		Expiry Date	MM / YY
Credit Card Authority: I authorise my credit card to be charged the full venue Hire Fee. I am aware that the supplied credit card may be used to reimburse the Holroyd Centre for any damages, including cleaning or rubbish removal from this period of Hire. The Holroyd Centre will advise before charging the card.			
Card Holders Signature _____		Date _____	
Cheque	If paying by cheque or money order please draw cheque to CUMBERLAND COUNCIL		
In Person	If paying in person, please visit The Holroyd Centre, 11-17 Miller Street, Merrylands, NSW, 2160		
SIGNATURE			
Applicant Signature		Date:	