

Weddings

WITH A DIFFERENCE



NELSON BAY
GOLF CLUB



“EVERY LOVE STORY IS
BEAUTIFUL... BUT OURS IS
MY FAVOURITE”



CONGRATULATIONS ON YOUR ENGAGEMENT!

Nelson Bay Golf Club is the perfect venue for you to celebrate your future together. Have your ceremony either at our dedicated bushland site on the course or on our open balcony with a fantastic outlook over the luscious green golf course surrounded by bushland with views out to Tomaree mountain.

A premier wedding reception venue in Port Stephens, the team at Nelson Bay Golf Club can help make your dreams come true – we are here to make your day a beautiful experience. Your wedding could be a small, intimate family dinner or a big band occasion. Both are treated with equal importance... It is your special day to remember.

We have fabulous packages available from a casual, no-fuss wedding to the extravagant, with plenty in between. We can also help design a special package just for you.

Nelson Bay Golf Club is completely surrounded by native trees and fauna and has an abundance of wildlife; nestled by the Tomaree National Park near the pristine waters of Port Stephens located just 2.5hrs north of Sydney and 50 min north of Newcastle.

With a versatile function room that can suit any style and smaller dining rooms to choose from. Nelson Bay Golf Club can offer you anything from a small intimate dinner to a banquet reception or a cocktail party for 230 people.

Our in-house caterers, Bluewater Grill, specialise in sophisticated menu options for casual cocktail parties, extravagant 3 course formal dinners, opulent carveries and table banquets. Or perhaps just helping you design your own menu.

Our professional food and beverage team are here to take the stress out of your day and will ensure everything runs smoothly so you simply just have to enjoy.

YOUR CEREMONY

Ceremony Sites

Eucalyptus Hill

A dedicated ceremony site near the 20th tee overlooking beautiful Australian native treescape. Your guests can comfortably view your nuptials surrounded by nature.
\$600 60 pax and under, \$800 60-99 pax.

Tomaree Terrace

The Tomaree Terrace, located beside your function room, overlooks our luscious 9th green, water fountain and bushland course with views out to Tomaree mountain. The perfect scenic backdrop.
\$500.

The Courtyard

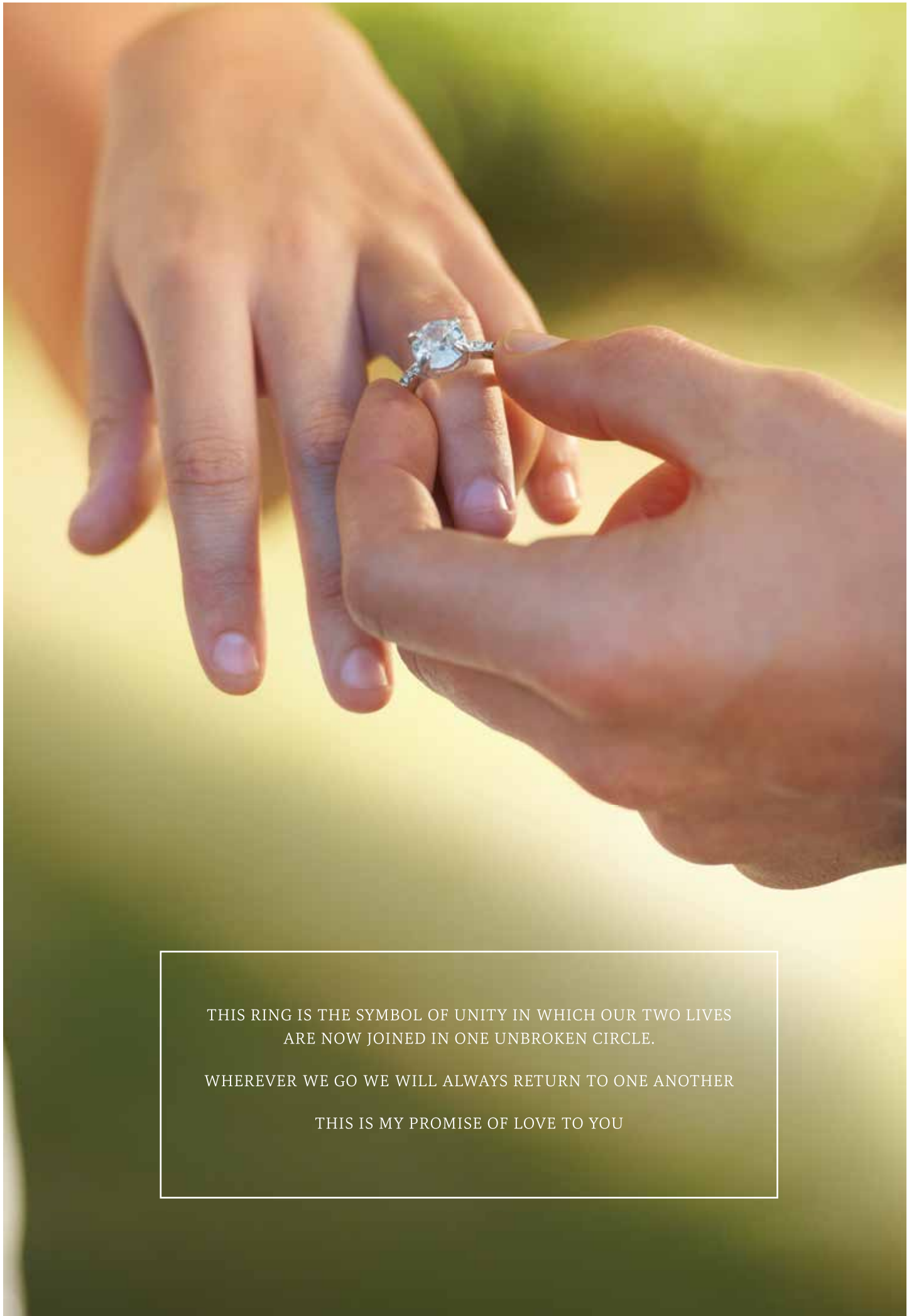
A unique, private alfresco space.
\$500.

Ceremony Package Inclusions

Private ceremony location
Chairs for 40 guests
Table and 2 chairs to sign your Wedding Certificate
Lectern for the celebrant
Water station for your guests

The following can be arranged at an additional cost. Price quoted on request:

PA System and microphone for your celebrant
Rose petal scatters for aisle
Carpet aisle runner
Floral arrangement for signing table
Sashes for the chairs
Additional ceremony decorations
Ceremony sparkling wine package and canapes



THIS RING IS THE SYMBOL OF UNITY IN WHICH OUR TWO LIVES
ARE NOW JOINED IN ONE UNBROKEN CIRCLE.

WHEREVER WE GO WE WILL ALWAYS RETURN TO ONE ANOTHER

THIS IS MY PROMISE OF LOVE TO YOU



YOUR RECEPTION

Function Rooms Combined | 231m² | 21 x 11m

Combined, these two rooms can accommodate 200 people for a cocktail party or 140 for a formal sit down function. This room has it's own private bar and opens out onto the balcony overlooking our stunning golf course.

Tomaree Function Room | 89m² | 8 x 11m

Opens out onto Tomaree Terrace and can host a smaller wedding seating up to 40 guests or 60 for a casual cocktail party. A private bar on the Tomaree Terrace can be arranged for an additional charge.

The Courtyard

Perfect for a secluded afternoon outdoor cocktail party for up to 70 guests. This space has its own private bar and is perfect for those wanting a unique, casual outdoor experience.

Disabled Access and Parking

Nelson Bay Golf Club has its own carpark where parking is free and easily accessible for your guests. For your elderly, pregnant or disabled guests you can drive your car under the porte-cochere at the entrance of the Club to avoid stairs and they will have easier access to your function room.

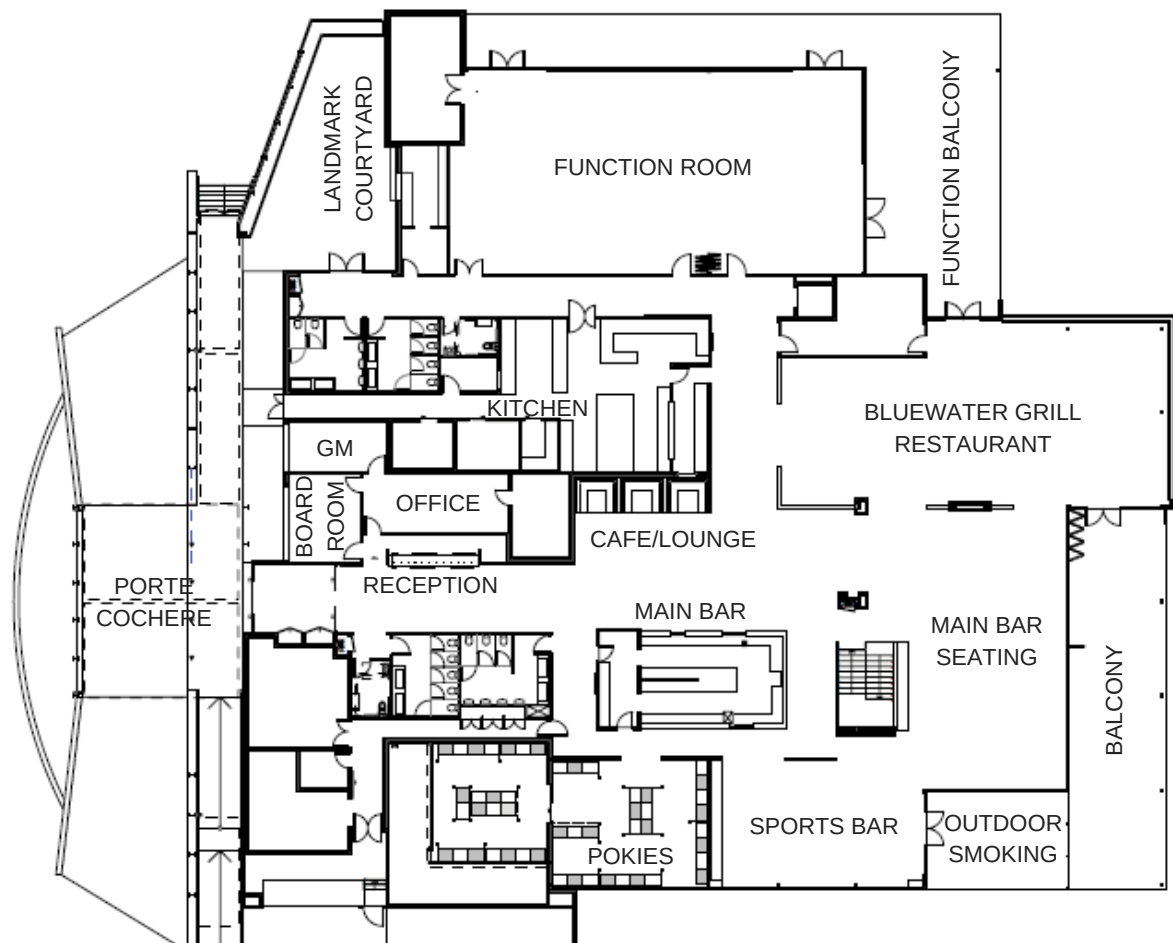
On your wedding day you and your guests will enter the Club through the functions entrance which is separate to the main club. This area has your own amenities, full disabled access provided and includes a baby-change table. We can also set up The Courtyard area for the bridal party to return to for a private drink and preparation before being announced to your guests after your photos.

The function side of the Club can be completely blocked off to the rest of the Club for privacy as you have your own bar and facilities all located in the one area.

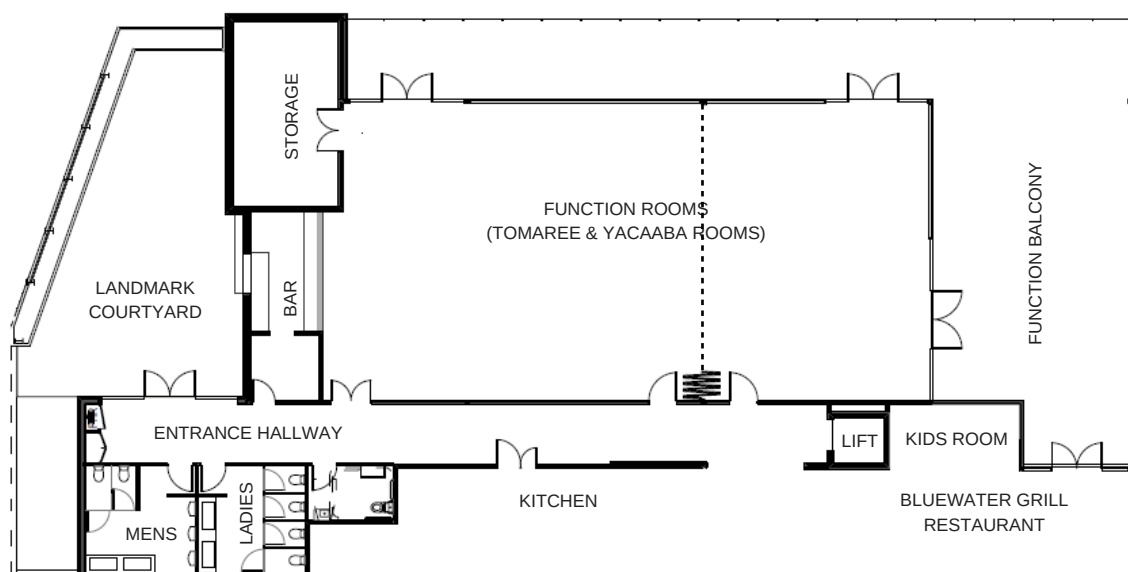


FLOOR PLANS

Overall Layout



Function areas



EUCALYPTUS HILL

Overlooking nature's beauty, Eucalyptus Hill is the perfect place to say "I Do".
Available 7 days a week



TOMAREE TERRACE

Our Tomaree Terrace overlooks our luscious greens and water fountain with views out to Tomaree Mountain.

Available 7 days a week



THE COURTYARD

A unique private alfresco space, perfect for pre-dinner drinks and canapes.
Available 7 days a week



BEVERAGES

ALL Wedding Packages are inclusive of the following beverages selections: ALL beverages subject to change and availability

WINES

SPARKLING

Your choice of one of the following:

Bruch Sparkling

Grant Burge Petit Bubbles

WHITE

Your choice of two of the following:

Brygon Reserve – Loins Lair Chardonnay

Brygon Reserve – Lions Lair Semillon

Sauvignon Blanc

Brygon Reserve – Lions Lair Pinot Grigio

Brygon Reserve – Lions Lair Sauvignon Blanc

Brygon Reserve – Lions Lair Moscato

RED

Your choice of two of the following:

Brygon Reserve – Lions Lair Shiraz

Brygon Reserve – Lions Lair Cabernet Sauvignon

Brygon Reserve – Lions Lair Merlot

Brygon Reserve – Lions Lair Rosé

TAP BEER

In your own dedicated bar there are 5 tap beers you have the luxury of choosing. The options available to you are:

VB

Carlton Dry

Great Northern

Balter XPA

4 Pines Pacific Ale

Available on request:

Carlton Black

Carlton Draught Reschs

S&W Pacific Ale Captain Sensible

Tooheys New

*Change one for free.

Any other changes \$150 per beer

Wineries

We have selected a wine supplier who is able to provide products from entry level to prestigious:

Brygon Reserve Wines

Beverage Package Upgrade

Upgrade your beverage package to include premium wine and bottled beers. Please ask your Wedding Coordinator for a copy of our current wine list.

Pre-Dinner Drink

There are a number of options available to you or pre-dinner drinks.

Extend your beverage package by 1 hour.

Cash Bar.

Bar Tab.

ACCOMMODATION



The Landmark Resort offers affordable, 1 and 2 bedroom self-contained apartments ideal for couples, small groups and families. The Landmark Nelson Bay is ideally situated with stunning views, located in the heart of Port Stephens.

61A Dowling St
Nelson Bay

02 4984 4633

www.landmarknelsonbay.com.au



Getting away to Nelson Bay is an absolute pleasure when you stay at Mantra Aqua. With 110 apartments (2 and 3 bedroom) spread across three buildings all nestled around a central lagoon style pool and spa, 2 BBQ Entertaining areas and children's water fountain area.

1A Tomaree St
Nelson Bay

02 4916 4777

www.mantra.com.au

PREFERRED SUPPLIERS



NKD'S Photography

Wedding, portrait, landscape and real estate

0422 159 425

www.nkdsphotography.com.au

The logo for I Do... Wedding Cakes features the text 'I Do... Wedding Cakes' in a white, elegant script font, set against a solid black rectangular background.

I Do... *Wedding Cakes*

I Do Wedding Cakes

Penny: 0249 828 958

www.i-doweddingcakes.com.au



I Do Bespoke Ceremonies

Authorised Marriage Celebrant

0411 556 079

www.idobespokeceremonies.com.au



Salamander Village Florist

02 49847 222

www.salamandervillageflorist.com.au



Main Event Management

0431 012 421

www.maineventmangement.com.au



A Beautiful Occasion

Floral styling, event styling and hire

Amy: 0409 775 867

Sara: 0412 215 823

www.abeautifuloccasion.com.au

PLANNING CHECK LIST

CEREMONY

- | | |
|------------------------------------|---|
| <input type="checkbox"/> Venue | <input type="checkbox"/> Sparkling or punch station |
| <input type="checkbox"/> Celebrant | <input type="checkbox"/> Bridal party picnic |
| <input type="checkbox"/> Music | <input type="checkbox"/> Photographer/Videographer |
-

RECEPTION

- | | |
|---|--|
| <input type="checkbox"/> Venue | <input type="checkbox"/> Lolly bar |
| <input type="checkbox"/> Pre-dinner drinks | <input type="checkbox"/> Menus |
| <input type="checkbox"/> Pre-dinner food – platters, canapes, | <input type="checkbox"/> Decorations/Theming |
| <input type="checkbox"/> Menu selection – cocktail, banquet,
2/3 course, carvery | <input type="checkbox"/> Music/Entertainment |
| <input type="checkbox"/> Beverage selection | <input type="checkbox"/> Wedding dance lessons |
| <input type="checkbox"/> Wedding cake | <input type="checkbox"/> Photo booth |
| <input type="checkbox"/> Dessert bar | <input type="checkbox"/> Bonbonniere |
| | <input type="checkbox"/> Stationery |
-

HER

- | | |
|--|--|
| <input type="checkbox"/> Bridal gown | <input type="checkbox"/> Shoes |
| <input type="checkbox"/> Bridesmaids dresses | <input type="checkbox"/> Flowers |
| <input type="checkbox"/> Flower-girls | <input type="checkbox"/> Hair |
| <input type="checkbox"/> Accessories/Jewellery | <input type="checkbox"/> Makeup/Beauty |
-

HIM

- | | |
|--|---------------------------------|
| <input type="checkbox"/> Groom's suit | <input type="checkbox"/> Shoes |
| <input type="checkbox"/> Groomsmen suits | <input type="checkbox"/> Barber |
| <input type="checkbox"/> Page boys | |
-

OTHER

- | | |
|---|--|
| <input type="checkbox"/> Transport | <input type="checkbox"/> Wedding night accommodation |
| <input type="checkbox"/> Bridal party gifts | <input type="checkbox"/> Hens and bucks party |
| <input type="checkbox"/> Parent gifts | <input type="checkbox"/> Honeymoon |
-

WEDDING PACKAGES

CASUAL

\$140 p/p

Inclusions:

2 Course menu, cocktail menu
or table banquet

4.5hr standard
drinks package

5hr venue hire

Linen table cloths
and napkins

Skirted bridal table

Skirted gift table

Skirted cake table

Lectern

Dance floor

Staging

Cake knife

Access to balcony

In-house PA system

Easel and frame
for seating plan

DELUXE

\$151 p/p

Inclusions:

3 Course menu
or cocktail menu

4.5hr standard
drinks package

5hr venue hire

Linen table cloths
and napkins

Skirted bridal table

Skirted gift table

Skirted cake table

Lectern

Dance floor

Staging

Cake knife

Access to balcony

In-house PA system

Easel and frame
for seating plan

Chair covers and sashes
or chiavari chairs

ULTIMATE

\$167 p/p

Inclusions:

3 Course menu
or cocktail menu

4.5hr standard
drinks package

5hr venue hire

Linen table cloths
and napkins

Skirted bridal table

Skirted gift table

Skirted cake table

Lectern

Dance floor

Staging

Cake knife

Access to balcony

In-house PA system

Easel and frame
for seating plan

Chair covers and sashes
or chiavari chairs

Centrepiece

Table runner

Menus printed

Tea lights

Bridal table backdrop

NOTE: Should you NOT wish to include alcohol take \$30.00 off per person. MUST apply to all guests not on an individual.

Children (Under 12yrs): **Casual:** \$31.00 **Deluxe:** \$36.00 **Ultimate:** \$46.00

ADDITIONAL PACKAGE CONSIDERATIONS

PRE-DINNER OPTIONS

1/2hr Chef's Selection Canapes	\$20.00pp
1hr Chef's Selection Canapes	\$40.00pp
Dips and Crudities Platter (suitable for 10 people)	\$58.00
Cheese Platter (suitable for 10 people)	\$73.00
Antipasto Platter (suitable for 10 people)	\$73.00
Antipasto Table	\$15.00 p/p
Bridal Party Photos Catering	Per order
Ceremony Site Champagne Toast	\$9.00 p/p
Ceremony Site Punch Station	\$8.00 p/p
1hr Pre-Dinner Drinks Package Extension	\$12.00 p/p
Tab	
Cash Bar	

ADDITIONAL

Teenagers Meal
(Includes adult package items excluding alcohol)
Take \$30.00 from package price

Service Meal – \$36.00
(Includes main meal only)

BEVERAGE PACKAGE UPGRADE

4.5hr Standard Beverage Package
(Included in ALL Wedding Packages) PLUS:

Beer ONLY	150 Lashes, Corona, Heineken, Stella Artois, Peroni, Crown - \$13.00 p/p
Wine ONLY	\$11.00 p/p
Beer and Wine	\$16.00 p/p (Includes main meal only)



OTHER

Cake Cut and served on platter	\$100.00
Cake Cut and served as dessert	\$9.00 p/p
Plattered wedding cake onto each table	\$7.50 p/p
Lolly Bar	\$7.50 p/p
Dessert Petit Four Table	\$23.00 p/p Chef's Selection

Packages & options are flexible. For more information please contact Nelson Bay Golf Club Events Department on: (02) 4981 1132

All listed prices are inclusive of GST.

TERMS & CONDITIONS

1. DEPOSIT

Your booking is secured with a deposit of 10% of your estimated total with a minimum of \$1,000 payable. A further payment of 30% is due 6 months prior, another 30 % is due 3 months prior. Nelson Bay Golf Club is unable to guarantee any bookings until a deposit is received. We hold tentative bookings for fourteen (14) days only, if we do not receive confirmation and a deposit we will release the room without further notice.

2. FINAL PAYMENT

Final 30% payment is required seven (7) days prior; this payment will include the package cost and any payments incurred for additional services.

3. PAYMENTS

Payment may be made by either bank cheque, cash, EFT, direct deposit or credit card. All payments made by credit card will incur a merchant fee. If you wish to have an additional bar account you will need to supply credit card details prior to the function. Any additional charges incurred on the evening must be finalised at the conclusion of your reception otherwise the supplied credit card will be debited.

4. MINIMUM SPEND

A minimum spend of \$12,000.00 is applicable for weddings held on Saturday evenings in peak wedding months – February, March, October & November. A minimum spend of \$10,000.00 is applicable to all other Saturday evening wedding. Includes ceremony and reception packages.

5. ADDITIONAL CHARGES

If your function extends beyond the pre-arranged time, a surcharge of \$200 per hour, or part thereof, will be incurred for the use of the function room. Should your requirements for tables/chairs EXCEED our stock, we will charge you any additional hire fees.

6. FINAL NUMBERS

Final event numbers are to be confirmed seven (7) days before the event. This is your guaranteed minimum. Increases are acceptable up to ten (10) people until two (2) days before the event.

7. CANCELLATION

Cancellations must be notified in writing and will incur the following fees:

60 Days or more prior – No cancellation fee and full deposit will be refunded

59 – 30 Days prior – No cancellation fee, however deposit retained

30 – 8 Days prior – Deposit retained and further 25% of function total charged

7 – 0 Days prior – Up to 100% of function total may be incurred and will be finalised at the discretion of the Directors and Management of the Club

Cancellation due to COVID-19

7 – 0 Days prior – Deposit retained, credit note issued for function total, to re-schedule wedding to a later date.

Credit note subject to menu selection.

8. PRICING POLICY

Whilst every effort is made to maintain menu prices printed, these may be subject to change and increase at the discretion of Catering Management. Estimation of your event will be available if required when booking your event. Full payment of your event will confirm pricing. A room deposit CANNOT guarantee menu prices.

9. DAMAGE TO THE VENUE

Any damage sustained to any part of the venue by the organiser or their guests is the responsibility of the organiser. The organiser is responsible to ensure a reasonable level of conduct of their guests during the wedding.

10. INSURANCE

NBGC will take all necessary care however it cannot accept responsibility for loss or damage to the property of the client, their guests or contractors. The client therefore should arrange their own insurance including Personal Insurance cover for their guests and contractors.

11. DECOR & DECORATIONS

Our function room(s) is set with round tables seating 8-10 guests, white linen tables cloths & napkins, crockery, cutlery and glassware to suit menu and beverage selections. Chairs are provided for up to half of your guests if you book a cocktail menu. Access to the function room is available from 9am on the day of your function other times may be available by prior arrangement. Please liaise with our wedding coordinator regarding access to the function room for the purpose of setting up table and room decorations. Should you wish to hire your own chairs, there is a \$200.00 each way Removal/replacement fee of NBGC chairs. Hired chairs must be collected by the hirer immediately after the reception concludes. Walls, doors and other surfaces must NOT be nailed, screwed, stapled or in any way defaced. All room decorations must be approved by our Wedding Coordinator. All candle flames must be enclosed and the use of confetti or small glitter is not permitted.

12. MENU SELECTION

Your final menu selection must be advised at your six (6) week prior to your wedding appointment. Special dietary requirements must be advised when final numbers are submitted and identification of guests requiring these meals provided in a seating plan. Menu items may change seasonally, any menu changes will be forwarded to you prior to your first planning meeting with our Wedding Coordinator.

13. CONSUMPTION OF FOOD AND BEVERAGE

The Club policy and caterers safe food policy does not permit any food items to be brought onto and consumed in the Club premises. These same policies don't allow for the removal of any food items from the premises (i.e. doggy bags). All food is to be consumed on the premises. The caterers safe food policy does not permit food to be presented, stored or left in areas not hygienically safe. For the purpose of buffet menus, food left out in uncontrolled temperature areas for unsafe periods of time will be removed and disposed of appropriately. These temperature and times vary and buffet food will be subject to inspection by the Caterer and Head Chef.

14. WEDDING CAKE

Deliveries of wedding cakes and its required decorations will not be accepted prior to 2pm for evening receptions and 9am for day receptions. Set up of your cake must be done by the delivery person. NBGC accepts no responsibility for the storage or set up of any additional items. After your cake has been ceremoniously cut, the Chefs at Semmens & Sons Catering can portion the desired amount to be placed on a table with plates, cutlery and serviettes for self service. There is no additional fee if this is done in addition to consumption of our desserts from our set course or buffet menus. If your wedding cake is to be used as a substitute to our desserts there is a flat fee of \$60.00 to cut portions, serve onto platter, supply crockery, cutlery and napkins for self service. Alternatively we can serve your wedding cake as dessert individually plated with cream and strawberries for \$5.00 per person.

15. RESPONSIBLE SERVICE OF ALCOHOL

The Club Management, Club Supervisors and Bar Staff reserve the right to refuse service of alcohol to any guests it considers to be underage, intoxicated or behaving in an offensive manner. Intoxicated persons will be requested to vacate the premises immediately. A fine of up to \$5,500 applies to staff for providing alcohol to an intoxicated person. Fines apply to persons providing alcohol to under age persons.

16. CLUB REGULATIONS AND LICENSING RULES

If your guests attending your wedding, who are not members and are over the age of 18, wish to use the Club's facilities they must sign in and adhere to all Club regulations. Proof of age is required on request and dress standards must be adhered to at all times. Any persons under the age of 18 years may be in attendance at your function, providing a parent or legal guardian accompanies and supervises them at all times including entering and leaving the Club. Persons under the age of 18 years are not to enter other areas of the Club outside of the function room without the supervision of an adult. Under age persons must NOT approach bars or consume any alcohol and are not permitted in other bar or gaming areas at any time. If under age guests are found to be consuming alcohol, the bar may cease to operate and your function may be subject to closure. In keeping with the Clubs legislative compliance requirements of the law, all persons entering the Club are expected to behave in an orderly manner at all times. Club management reserves the right to remove guests from the function whose activities are considered illegal, offensive or a contrary to the Clubs policies and legal requirements. The guest/s may not be permitted to enter any other area of the Club and may be removed from the premises.

17. BEVERAGES

The cost of beverages is included in our package prices. To ensure availability of your chosen wines, at least fourteen (14) days notice is required for upgraded beverage packages. Due to Club regulations and licensing BYO is not permitted for either the ceremony or reception. Bar service subsequent to the conclusion of the beverage package is subject to management approval on the evening and must fall in line with our RSA policy.

18. PERMISSIONS

I acknowledge that NBGC may take photographs and/or audio and visual recordings of the Event and hereby give my express permission for NBGC to use the media for promotional purposes, including any originals, reproductions and edited copies.

19. SURCHARGES

Our wedding packages include our room hire fee. The fee covers the hire of the function room for five (5) hours prior to 11pm and 10pm on Sundays. Due to evening commitments, day functions must cease at 4.30pm (4pm on Sundays). A surcharge of 20% applies should your wedding be booked on a public holiday.

20. SMOKING

Our venues are all non-smoking. Smoking facilities are available on the balcony.

21. VENUE HIRE TIMES

Lunch reception hire:

Friday and Saturday – 11.30am – 4.30pm

Sunday – 11am – 4pm

Dinner reception hire:

Friday and Saturday – 6pm – 11pm

Sunday – 5pm – 10pm

22. CLIENT RESPONSIBILITIES

- General and normal cleaning is included in the cost of room hire or event package. Additional charges may apply and be payable by the client should the event cause cleaning needs above and beyond normal cleaning costs.
- The Club will store lost property submitted to staff in a secure location until a request is made and ownership is proven.
- The client assumes responsibility for menu selection, guest confirmation, minimum numbers and quantities ordered for the event.
- The Client/signatory of the event assumes financial responsibilities for all food/catering supplied and accounts for beverage or other services provided.
- Beverage accounts are to be finalised and paid on the day of the event, unless prior authorisation has been approved.
- The Client is responsible for providing suitable and hygienic containers/boxes/bags for your wedding cake to be taken home by you or your guests.
- Functions held at NBGC require ALL guests to observe the following requirements and rules to avoid being asked to leave the premises:
 - No drinks of any kind are to be taken onto the dance floor whereby creating a danger to members, guests and staff.
 - No candles may be taken onto the dance floor. Candles may be extinguished if the Function Supervisor deems they represent a danger to anyone in the room.
 - All children must remain under the strict supervision of parents or legal guardians at all times. No running, climbing etc.
 - Parents and/or guardians are responsible for ensuring that all children using a high chair are securely fastened for their own safety.
- Should any guest refuse to comply with any reasonable request by any staff of the NBGC or its representatives, they may be refused service and/or requested to leave the function/ premises.
- Should NBGC believe that illicit drugs are being consumed during the event, the event will be shut down immediately, and no refunds of monies will be paid. If consumption of drugs does not cease at this point, the police shall be called to investigate.

NELSON BAY GOLF CLUB

57 Dowling St
Nelson Bay, NSW, 2315

02 4981 1132

www.nelsonbaygolf.com.au



NELSON BAY
GOLF CLUB

Join our Facebook page or follow us on Instagram for more photos
of weddings and events held at Nelson Bay Golf Club

