



'The Irish Hotel in the Country'

WEDDINGS

Weddings

One hundred thousand welcomes from the Donegal House team.

Thank you for enquiring about Donegal House we are delighted to provide you with this information for you to consider us as your wedding venue & hosts.

Donegal House is steeped with local history and has a unique welcoming and relaxed Irish atmosphere unrivalled in New Zealand. With your very own self contained Irish Stone Cottage set in 6 acres of tranquil gardens & lakes you can have the wedding of your dreams with your friends & family around you.

The Donegal House wedding guide will give you all the information you need at this stage but of course if anything is left unanswered, the wedding team are always happy to help and to work with you to make the wedding uniquely yours.

Kind regards

Murray Boyd

The Irish Stone Cottage

Built in the style of the traditional Irish stone cottages lived in by the ancestors of Murray Boyd, the owner of Donegal House, it is a totally unique wedding venue.

Completely self contained with your very own bar, kitchen, sound system, stage, dance floor, toilets & dining area it is private from the main hotel bar & restaurant area and you are exclusively looked after.

The large traditional style replica fireplace adds to the atmosphere and provides an ideal ceremony backdrop for winter weddings or as a back up plan for unpredictable weather.

The venue hire rate for weddings is currently \$750.

Gardens & Lakes

The gardens & lakes are another fantastic feature that makes Donegal House a special wedding venue. They are yours for your ceremony, photographs and pre dinner nibbles and drinks. The gardens lend themselves beautifully to an exclusive ceremony setting with many suitable locations to choose from.

Accommodation

Donegal House is Bed & Breakfast accommodation with 29 ensuite rooms.

The current 2013- room rates per night including the buffet style continental breakfast served in the restaurant are:

Double/Twin for 2 people	\$160.00
Single	\$125.00
Children; an extra per child	\$20.00

Food

We have a variety of menu options to suit your needs, budget and numbers. From buffet style, set menu to finger food we will work with you to choose the best option for your day. We work on a per head pricing so it's easy to keep track of the total food figure and to tailor the menu to your needs. Donegal House requires confirmation of the total numbers 2 weeks prior to the wedding to allow for us to order the food and make preparations. Therefore the guest numbers provided at this stage is the amount charged to the account. If you have a slightly larger amount on the day that's fine, we will cater and charge accordingly.

Drinks

With your own fully stocked private bar you can have the options of running a bar tab or a pay as you go bar or a combination. All drinks purchased at the bar are sold at our standard bar prices.

For weddings we have a range of wine we offer at a reduced price of \$30.00 a bottle. If you would like to choose other options from our wine list we can organise this for you, these wines would be charged at the wine list prices.

As we provide wine & alcohol we do not permit customers to bring their own.

Booking your wedding with us

Contact us with your preferred date and providing that date is available we'll happily book your special day.

Once you have a confirmed date we would require the venue hire rate of \$750 as payment to hold that date free for you.

Should for any reason you cancel the wedding with us this payment is non-refundable.

At this stage we can discuss whether you will be booking accommodation for your wedding and the best way to do this.

Getting organised

Now you've booked the date & venue with us we can help you with all things Donegal House. For the other important components like photographers, make-up, music and celebrants we can help with a list of some of the local providers if you require this information.

The Stone cottage has an Irish theme in décor and features impressive macracarpa tables that will seat over 100 guests with room to add extra tables for numbers up to 150. Depending on the style of wedding you are looking for we can cater for larger numbers and we also have 10 round tables available for you to use, popular for the smaller weddings.

Subject to the time of year and other bookings the Stone cottage is generally available to you from 3pm the day before the wedding for you to set up and decorate however you wish. We are very happy to share ideas and experience with you on the room set up, however it is your responsibility to organise the decorations and room & table set up.

We will supply the following to you:

- 1 Polished wine, flute & water glasses
- 2 Polished cutlery
- 3 Salt & pepper shakers
- 4 Water carafes on the tables throughout the evening
- 5 Music stand ideal for guest book
- 6 Ornate easel ideal for the seating plan
- 7 Blackboard to use for a personal message or as a directional sign for your guests
- 8 Tables & chairs
- 9 Any décor in the stone cottage that you would like to use.
- 10 Screens to segregate an area if required
- 11 Smaller tables for the signing of the register, cake table & for gifts.
- 12 Lectern with microphone & hand held microphone
- 13 Big screen & projector

For your table set up you can order tablecloths & napkins through Donegal House. These are charged at:

Table cloths \$8

Cloth Napkins \$2

At the end of the evening Donegal staff will remove table decorations and place any other items together that belong to you for collection the following day. Should staff find any damage to the equipment or furniture this will be charged to your account accordingly.

We recommend that any gifts you receive be removed that evening for safekeeping.

The Wedding Day

To ensure the day runs smoothly and all you have to worry about is enjoying yourself, we will work with you to put together a timeline which allows us to host your wedding according to plan.

To help us do this, some things to think about are:

- 1 The time & length of the ceremony?
- 2 The arrival times for your guests, the groom & of course the bride?
- 3 Allow time for photographs & how long will the photographer stay?
- 4 Will you have pre-dinner drinks & nibbles
- 5 What time you would like dinner to be served
- 6 Speeches, when & how long
- 7 Cutting of the cake - you may want to do this before the photographer leaves
- 8 What time will the evening entertainment commence
- 9 Nominating a Master of Ceremonies to usher, announce and inform guests of what's happening next & where.

The timeline is flexible and we can work on this together a couple of weeks out.

Evening Entertainment

Every wedding is unique and evening entertainment is not everyone's choice. Depending on the style and atmosphere you are aiming for we have a sound system you are welcome to use for CD's, DVD's during dinner and to connect a laptop computer through. For after dinner entertainment if you are looking for a party atmosphere & dancing we would highly recommend a Band or DJ, in our experience this is definitely worth the investment. An additional \$50 will be charged for power usage by the band.

The Wedding Account

This will be completed ready for full payment the day after your wedding.

We hope you find this information helpful and of course feel free to contact us and have a chat about your wedding plans and ask any other questions you may have.