

# BLACK SWAN<sup>®</sup>

WINERY RESTAURANT

## Wedding Reception Package

*Situated in the heart of the Swan Valley, Black Swan Winery & Restaurant is a venue offering majestic views and an ambience second to none. We can make your reception a picture perfect day along with sensational food and wine.*



Finalists in Gold Plate Awards, Restaurant and Catering Excellence Awards and AHAWA Best Restaurant and WA's Best Hospitality Venue Awards.

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## All our wedding reception packages include the following as standard:

- Consultations with the function coordinator
- Assistance with reception planning
- White linen tablecloths and napkins
- Quality crockery and table glass ware
- Candle holders and tea lights
- Standard table menus
- Inside dance floor/area

## Extras at additional charges (POA):

- Wedding ceremony
- Canapés on arrival (when not included in menu)
- DJ or band hire
- Chair covers, bows and bridal table skirting
- Flower arrangements
- Wedding cake cut, plated & served
- Wedding cake packaging
- Outdoor marquees
- Outdoor dance floor
- Shuttle service for bridal party or guests
- Guest seating plans & board
- Coloured linen other than white
- Table centrepieces
- PA and Microphone



## Table Size & Shape

Table shapes and sizes depend on number of guests and reception seating area. Further clarification discussed with our function coordinator.



## Wedding Reception/Function Charges

Minimum spend required for full or partial use of venue. Minimum spend is calculated on food and beverage (excludes venue fee). Receptions booked 12 months or more in advance are subject to price increases between 5% to 15%

### **Full Exclusive Venue Minimum Spend & Venue Fee**

#### ***1<sup>st</sup> October to 31<sup>st</sup> May***

Saturday Evening - Minimum Spend - \$12,000 - Venue Hire - \$1,200  
 Saturday Day - Minimum Spend - \$9,000 - Venue Hire - \$800  
 Sunday Evening - Minimum Spend - \$9,000 - Venue Hire - \$800  
 Sunday Day - Minimum Spend - \$12,000 - Venue Hire - \$1,000  
 Friday Evening - Minimum Spend - \$9,000 - Venue Hire - \$800  
 Friday Day - Minimum Spend - \$7,000 - Venue Hire - \$500  
 Midweek Evenings - Minimum Spend - \$7,500 - Venue Hire - \$500  
 Midweek Day - Minimum Spend - \$5,500 - Venue Hire - \$300

#### ***1<sup>st</sup> June to 30<sup>th</sup> September***

Saturday Evening - Minimum Spend - \$9,000 - Venue Hire - \$800  
 Saturday Day - Minimum Spend - \$7,500 - Venue Hire - \$600  
 Sunday Evening - Minimum Spend - \$7,500 - Venue Hire - \$600  
 Sunday Day - Minimum Spend - \$10,000 - Venue Hire - \$800  
 Friday Evening - Minimum Spend - \$7,000 - Venue Hire - \$600  
 Friday Day - Minimum Spend - \$6,500 - Venue Hire - \$400  
 Midweek Evenings - Minimum Spend - \$6,500 - Venue Hire - \$400  
 Midweek Days - Minimum Spend - \$5,000 - Venue Hire - \$300

***Limited reception bookings available from mid November to 27<sup>th</sup> December***

### ***Partial Venue Use***

For those having a more intimate reception and not requiring full venue exclusivity, we can offer the Atrium or the Vineyard Room - both with spectacular views and ambience. Minimum spends and room fee subject to individual circumstances. POA

### ***Guest Capacity***

Atrium Room - 100 Sit Down/ 140 Standing Events  
 Vineyard Room - 60 Sit Down / 100 Standing Events  
 Full Venue - 140 Seated/ 200 Standing Events  
 Subject to licence approval, venue guest capacity can be greater

Commence times are from 6pm and to conclude by 11.30pm. Later conclusion times are charged an hourly rate of \$260 (or part thereof).

Set up times to commence from 4pm. Set up times commencing earlier incur an additional venue fee between \$1600 to \$2400

## Options & Sample Menus

Menu items are samples only - A full menu with choices provided 6 to 8 weeks prior to the reception

### ***Chenin Menu***

\$65 per Person with no choice on mains  
 \$70 per person with alternative serves of two mains

*Fresh baked dinner rolls for the table, herb infused butter*

#### **Entree**

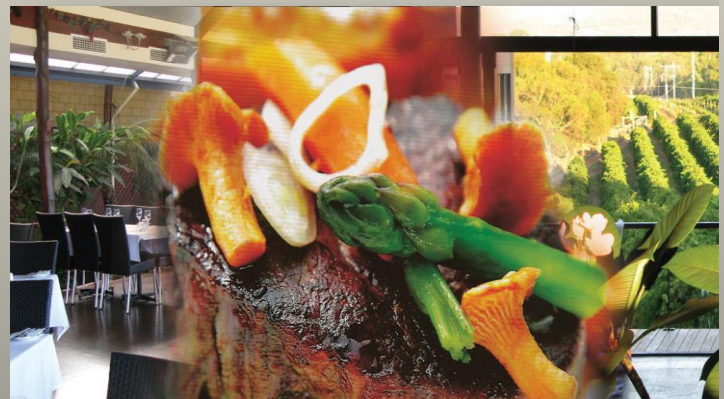
*Northwest fresh prawns on spicy guacamole*

#### **Main**

*Chive & pistachio pesto coated Northwest lamb, truffle mash, steamed snap peas, shiraz jus*

#### **Desserts**

*Vanilla bean pannacotta, mixed berry coulis & cream  
 Tea, Coffee & Chocolates*



### ***Chardonnay Menu***

\$80 per Person with no choice on entrees or mains  
 \$87 per person with alternative serves of two entrees and two mains

*Hot and cold canapés on guest arrival*

*Fresh baked dinner rolls for the table, herb infused butter*

#### **Entree**

*Braised pork belly on parsnip puree, citrus glaze*

#### **Main**

*Grilled Barramundi, potato gratin  
 steamed asparagus, herb beurre Blanc sauce*

#### **Dessert**

*Chocolate mousse cake, crème fraiche' & strawberries  
 Tea, Coffee & Chocolates*

## Cabernet Menu - \$98 Per Person

Hot & cold canapés on guest arrival

Fresh baked dinner rolls for the table, herb infused butter

### Entree

Guests tasting plate:

Pan seared scallops w lime & chili

Braised pork belly on parsnip puree, citrus glaze

Asparagus and goats cheese frittata, fennel & wine sauce

### Mains – Guest Choice

Black Angus fillet, topped with pan seared local prawn  
duck fat roasted potatoes, steamed asparagus aioli jus

Grilled snapper, sweet potato gratin,  
steamed broccolini, Chardonnay herb sauce

### Dessert

Chocolate brulée, sour cherry compote, double cream

### Afterwards

Gourmet cheese platters, fresh fruit, condiments & wafers

Tea, Coffee, Chocolates & Black Swan Port



### Children

Ages < one to 2 years – Nil Charge

From 2 years to 8 years - \$45 per child

Children's menu to include dessert, soft drinks & fruit juices

Age of 8 to 12 years – Child serving of the event's menu with  
soft drinks & fruit juices - 50% full menu pricing

## Canapé's & Savoury Boxes

Canapés and one savoury box -\$62 per person

Canapés and two savoury boxes - \$70 per person

### Maximum Canapés Choice

50 – 60 guests - 4 varieties

60 - 70 guests – 5 varieties

70 guests or more – 6 varieties

Menu items are samples only – A full canapé menu  
provided 6 to 8 weeks prior to the reception

Moroccan spiced lamb meatballs, yogurt & mint sauce

Tempura battered prawns, sweet chilli dipping sauce

Corn and caper fish cakes, lemon mayo

Asparagus & egg in filo

Oregano, mushroom & mozzarella arancini

Crab, dill & mandarin shortcrust cups

Chinese pork & cabbage spring rolls, plum sauce

Spicy spinach & potato samosa, tzatziki

Roast beef on croute', horseradish cream

Atlantic salmon, herb garlic cheese, cucumber

Tempura battered vegetables, garlic aioli

Parmesan & thyme stuffed mushroom caps

Chicken yakitori skewers

### Savoury Boxes

Braised Daube' of beef, garlic mash

Butter curry chicken, coconut rice

Pasta, mushrooms, pine nuts, bacon, asparagus & cream

Lamb ragout, celeriac mash

### Desserts Canapés

Lemon & lime curd tarts

Coffee meringue kisses

Chocolate banana & Amaretto turnovers

Strawberries, Franchelico cream pavlova tarts

Mousse trio in shot glasses



Buffet Menu - \$68 Per Person

Starters of Shared Platters

Mezze plates of grilled chorizo, salt & pepper squid  
Chef's dips, marinated olives & feta, warm Turkish bread

Carvery / Buffet

Choice of 2 roasted meats:

Beef, lamb, pork or stuffed chicken roll

Plus

Roasted potatoes & root vegetable

Steamed greens

Cauliflower gratin

Fresh garden salad

Vegetarian lasagne with a parmesan & béchamel sauce

Sauces, condiments and Shiraz jus

Desserts

Chocolate profiteroles & cream

Selection of cheese, fresh seasonal fruit & condiments

(Other dessert options available)



Beverages can be either a package or bar tab (providing minimum spend is met)  
Strictly no cash bar for functions of 50 or more guests  
Note wine vintages are subject to change without notice

Standard Beverage Package

4 hours - \$44 per person

5 hours - \$50 per person

6 hours - \$55 per person

Wines

Premium white sparkling

Black Swan Classic White & Chenin

Black Swan Cabernet Sauvignon or Merlot

Beers

Tooheys Extra Dry, Carlton Mid Strength

Soft Drinks

Coke, Diet Coke, Lemonade, Lemon Squash,

Soda Water, Dry Ginger

Fruit Juices

Orange, Apple, Pineapple, Tomato

Tea & Coffee

Premium Beverage Package

4 hours - \$55 per person

5 hours - \$61 per person

6 hours - \$65 per person

Wines

Black Swan Sparkling Chenin

Black Swan Classic White & Chardonnay

Semillon Sauvignon Blanc

Black Swan Cabernet Sauvignon

Black Swan Shiraz

Beers

Crown Lagers, Stella Artois, Hahn Super Dry, Pure Blonde

Cascade Light, Peroni Leggera, Hahn Premium Light

Other beers available and subject to additional charges

Soft Drinks

Coke, Diet Coke, Lemonade, Lemon Squash,

Soda Water, Dry Ginger

Fruit Juices

Orange, Apple, Pineapple, Tomato

Tea & Coffee

# BLACK SWAN<sup>®</sup>

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Selection of other wines and beers available on request and priced on application

Black Swan Winery & Restaurant is a fully licensed venue offering a full range of sprits and cocktails. Bar tabs are welcomed for these beverages.

## Cocktails on Arrival

- Champagne Cocktail - \$12
- Cosmopolitan - \$14
- Planters Punch - \$12
- Illusion - \$16
- Midori Punch - \$16
- Mojito - \$15
- Caprioska - 15



## Non-Alcoholic Beverage Package

- 3 hours - \$30 per person
- 4 hours - \$35 per person
- 5 hours - \$40 per person
- 6 hours - \$44 per person

### Sparkling Wine

*Maison White and Maison Red*

### Soft Drinks

*Lemon Lime & Bitters, Coke, Diet Coke, Lemonade, Lemon Squash, Soda Water, Dry Ginger*

### Fruit Juices

*Orange, Apple, Pineapple, Tomato  
Lipton's Ice teas – Lemon & Peach Flavors*

### Mocktail

*Strawberries and fresh pineapple blended with pineapple & orange juice, ice and a dash of cran*

### Tea & Coffee



*Thank you for choosing Black Swan Winery & Restaurant to host your wedding reception. Please see below our terms & conditions, current as from November 2013*

## **Venue Use**

For exclusive use of our venue, you will have private use of the Atrium Room, Vineyard Room and rear lawn section. The times allocated will coincide with guest arrival and departure for individual reception contracts. The bar service will cease serving 30 minutes prior to the venue closing. Should you wish to extend the time of your reception you may do so at a cost of \$260.00 per hour or part thereof and this must be pre-arranged no later than 2 weeks prior to your reception date.

So staff may set up in accordance to the reception/ function requirements, unless with prior permission, any guests who arrive 20 minutes or earlier to the commencement time, will be denied access to the venue.

## **Booking Confirmation**

Tentative bookings are "reserved" for a period of 14 days. Should you wish to proceed with booking your reception, the agreement and deposit are to be finalised within 7 days of being in receipt. If either the deposit or agreement are not received within the 7 days, the reserved date may be released, without notice

## **Deposits, Payments and Charges**

For exclusive venue use, the minimum deposit required is \$1000. Depending on the date booked and anticipated amount of guests, larger deposits may be required. Eight weeks prior to the reception, an invoice will be issued for a payment equal to 30% of the reception package and the final invoice for the balance is issued 21 days prior to the reception date. The final charges, less all deposits and other payments, include venue hire fee (if applicable), any subsidiary items and confirmed number of guests, (x) times the selected menu and beverage packages. If the total charge for food and beverage does not meet the "minimum spend" required as per the agreement, an additional venue fee will apply to adjust the shortfall. Charges for subsidiary items and venue fee are not included in the required "minimum spend" There is no refund or reimbursements of any nature if in the event there are a lesser number of guests on the actual day than the confirmed number of guests paid for. Any additional guests on the day will be charged accordingly and to be paid prior to conclusion of the reception.

A valid credit card, with sufficient funds, is required prior to the beginning of the reception, for payment of bar tabs. A receipt of bar tab purchases is issued at conclusion of the event.

Other than the bridal party, guests and hired personal, no other persons are permitted to the reception without the consent of management.

In the case of your reception held on a public holiday, a 15% surcharge will apply. A surcharge will also apply to any "actual time" a reception enters into the beginning of a public holiday, which also includes any time Black Swan staff are required to stay and clean up after the event.

Any payments made by credit card will incur a fee of 3% for American Express & Diners and 1.5% for all other credit cards.

## **Bond**

A minimum bond of \$400 bond is required for all receptions. The bond, in part or in full, is to cover damage such as excessive glass breakage, the sanitary removal of body wastes occurred on public areas, and damage to table covers or napkins. The bond is also to cover overtime incurred by suppliers hired by the organiser, who have taken excessive time in the removal of hired equipment. Reimbursement of the bond, in either full or the balance, if any, occurs 5 to 7 days after the date of the reception.

## **Price Increases**

Prices are current as of 30<sup>th</sup> November 2013. Whilst we will endeavour to hold the charges quoted, we reserve the right to alter prices if required.

Any functions booked 12 months or more in advance should anticipate an increase from 10% to 20%.

## **Responsible Service of Alcohol**

Black Swan Wines P/L upholds the principles of "Responsible Service of Alcohol" and in accordance with the Liquor License, reserve the right to refuse service to persons suspected of being under the age of eighteen years, shows signs of intoxication or aggression or signs of other drug influences.

Black Swan Wines P/L and its staff also reserve the right to escort any guest off the premises who are showing signs of aggression towards staff or public prior, during, or after the event.

Black Swan Wines has zero tolerance towards aggression or abuse to any of its staff or towards other guests.

Any guest or guests requested to leave the premises and refuses, Black Swan Wines P/L staff has the right to either contact the local police or under "The Liquor Licensing Act", charge the prescribed penalty for refusing to vacate.

Any guests, including any members of the bridal party, who, on arrival, show signs of intoxication or other drug abuse, will not be permitted entry into the venue.

Black Swan Winery & Restaurant is a fully licensed venue, and organisers or their guests are not permitted to supply their own food and or alcohol beverages unless prior consent with management of Black Swan Wines P/L.

In the event of any permitted "outside" beverage or food, there will be no reduction in reception charges. Alcohol or glassware not permitted past the front doors or beyond the rear garden at any time.

## **Noise Restriction**

Guests must leave in a quiet and orderly manner so as not to disturb nearby residents. There is to be no beeping of car horns or screeching of tyres, etc. The Master of Ceremonies must mention this on completion of the reception and must be present to assist with the quiet and orderly departure of guests.

Should Black Swan Wines P/L receive a fine by Swan City Council due to excessive noise caused by any of your guests or known persons, this fine will be passed onto the function organiser and will become the responsibility of that person, both financially and for any legal obligations.

## **Decorations**

Installation of any decorations (e.g. chair covers, centrepieces etc.) may only take place on the booked date of your reception. Access to the venue will vary and to be arranged with the function manager. Sprinkles, glitter, magic mist, confetti, rice or open candles not allowed. Cleaning charges of \$125.00 per hour may apply should you use any of the above. Floor decals also not permitted and there can be no decorations suspended from the ceiling trusses. No decorations are to be nailed or the use of adhesives. All decorations and hired equipment to have prior approval by management of Black Swan Wines P/L

## **Insurance and Damages**

Any damage to the property, restaurant, equipment, fittings or surrounds, owned by Black Swan Wines P/L or others and or hired, caused by guests to Black Swan Winery & Restaurant will be the financial responsibility of the organiser. Black Swan Wines P/L also accepts no responsibility for the damage or loss of guests or organisers property while on our premises or after. Whilst every care is taken, Black Swan Wines P/L accepts no liability at all to any accidental damage to the wedding cake, or any other items such as bonbonnières or table centrepieces once the items are on its premises. Wedding cakes delivered the day prior to the reception must be suitable for cool room storage. Adults and children must wear footwear at all times. There are no exceptions. Dancing with glassware, of any nature, is not permissible.

## **Smoking and Health Regulations**

In accordance to government health and safety regulations, smoking is prohibited within the restaurant, including all verandas attached to the building, the front entrance and rear lawn and gardens. There is, however, an allocated area for smokers, which our staff will be happy to direct guests to.

## **Cancellation Policy:**

In the case of a cancellation, any deposits paid, after 14 days of receipt, are non-refundable. If you cancel your reception, for whatever reason, within 30 days of the booked reception date, and there is no consideration of rebooking an alternative, available date, a cancellation fee of 50% of the contractual total value of the reception will apply.

There are no refunds on any pre payments made prior to the reception date.

If a cancellation occurs after all reception charges paid to Black Swan Wines P/L, there is no refund of any monies.

## **Venue Cancellation**

If the reception or function booking has been cancelled through no fault of the hirer, being Black Swan Wines Pty Ltd, or being subject to natural disasters, every attempt will be made to find an alternate venue. All deposits will be refunded.

Black Swan Wines P/L will not be held responsible for any loss; financial or otherwise if in the event the venue cancels the booking

## **Wedding Planners/ Professional Services**

We are happy to recommend and provide names of preferred suppliers to assist in making your wedding day a success. Suppliers you have hired personally may only commence "Set up" at the approved times and are responsible for removing their own decorations including chair covers. All suppliers, including DJ or bands must remove equipment from the venue within 30 minutes from conclusion of reception or at a mutually agreeable time the following day.

Any staff members who are delayed from finishing their shift or working overtime due to a supplier, band or DJ, taking excessive time in the removal of their equipment from the premises, some or the entire bond will be used to cover overtime wages.

Whilst every care is taken, Black Swan Wines Pty Ltd accepts no responsibility for the loss or damage of any equipment supplied by your own suppliers

## **Welfare of children**

The responsibility for the safety and care of children during the entire duration of the event will be that of the parents or guardians and not Black Swan Wines P/L or its staff in any way whatsoever. Children to be with an adult at all times and to remain seated during food service and all speeches.

To maximise the comfort of guests and any photography sessions, one-seater pushers or bassinets are preferred. Prams are discouraged.

## **Seating, Table Arrangements & Centrepieces**

Seating plans, table name cards and centrepieces to be supplied to Black Swan Wines' function manager at an agreed time, either prior to the event or on the actual day.

All items are to have clear positioning instructions.

Photo of a mock table plan is preferable.

## **Taxis**

Taxis need to be booked no later than 4 hours from conclusion of the reception. Ordering of taxis 4 hours or less from conclusion of the event will be the responsibility either of the organiser or by the actual guest requiring the taxi. For safety and security reasons, guests are not to remain on any part of Black Swan Wines Pty Ltd.'s property once the venue has been fully closed and locked.