



MEDINA EXECUTIVE BRISBANE WEDDINGS



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CONGRATULATIONS

Congratulations on your recent engagement and thank you for considering **Medina Executive Brisbane** as a venue for your wedding reception.

At **Medina Executive Brisbane** we know how important your wedding day is. Your individual needs and desires will be catered for, with each and every request attended to with the utmost attention to detail. With magnificent views of the Brisbane River, **Medina Executive Brisbane** provides a stunning venue for your wedding at any time of the year. Add to this our professional and dedicated team, your day will be everything you dreamed of.

Medina Executive Brisbane has a choice of two separate function rooms for your wedding reception. The Story View Room features breathtaking views of the Brisbane River and Story Bridge and comes complete with a landscaped terrace area perfect for pre-dinner drinks and canapés. Our Grand Ballroom is perfect for the larger wedding, with a neutral colour scheme used throughout the room, which allows your wedding theme and colours to shine through.

We would like to invite you and your fiancéé to meet with us and view both the Grand Ballroom and Story View Room. This will allow us to present our venue and discuss how we can make your wedding reception both unique and memorable.

Please call us on (07) 3218 5800 to make an appointment.

Thank you

Kind Regards

Linda Genzel
Conference & Events Manager
Medina Executive Brisbane



ROMANCE WEDDING PACKAGE

SET MENU -THREE COURSES

\$125.00 per person. Minimum 65 guests

- Enjoy half an hour of pre-dinner canapés
- Four hour venue & beverage package including house bottled red & white wine, sparkling wine, local beers, & soft drinks (a charge of \$3.50 per person per half hour applies should you wish to extend the beverage package)
- Three course set menu. Your choice of alternating dishes for entrée, main and dessert (please see attached menus)
- Complimentary hotel suite for bride & groom including sparkling wine and chocolates on arrival, and complimentary full buffet breakfast the following morning
- Elegant chair covers with your choice of coloured sashes
- Two personalised printed menus presented on silver or gold easels per table
- Centrepieces for bridal and guest tables
- Skirted and decorated cake table with silver cake knife
- Skirted gift table and bridal table
- Complimentary wedding cake cutting
- Microphone and lectern for speeches
- Parquetry dance floor

* A charge of \$400 per hour applies to extend your venue hire.
Venue is licensed until midnight.

* POA to extend any Beverage Packages



STORY BRIDGE WEDDING PACKAGE

SET MENU – ALTERNATE FOR ENTRÉE AND MAIN COURSE

\$121.00 per person. Minimum 65 guests

- Enjoy half an hour of pre-dinner canapés
 - Four hour venue & beverage package including house bottled red & white wine, sparkling wine, local beers & soft drinks (a charge of \$3.50 per person per half hour applies should you wish to extend the beverage package)
 - Set menu. Your choice of alternating dishes for entrée and main course (please see attached menus)
 - Complimentary hotel suite for bride & groom including sparkling wine and chocolates on arrival, and complimentary full buffet breakfast the following morning
 - Elegant chair covers with your choice of coloured sashes
 - Two personalised printed menus presented on silver or gold easels per table
 - Centrepieces for bridal and guest tables
 - Skirted and decorated cake table with silver cake knife
 - Skirted gift table and bridal table
 - Complimentary wedding cake cutting
 - Microphone and lectern for speeches
 - Parquetry dance floor
- * A charge of \$400 per hour applies to extend your venue hire. Venue is licensed until midnight.
- * POA to extend any Beverage Packages



GRAND WEDDING PACKAGE

BUFFET MENU

\$118.00 per person. Minimum 65 guests

- Enjoy half an hour of pre-dinner canapés
- Four hour venue & beverage package, including house bottled red & white wine, sparkling wine, local beers & soft drinks (a charge of \$3.50 per person per half hour applies should you wish to extend the beverage package)
- Buffet menu. Your choice of two fork dishes and one roast meat with accompaniments (see menus attached)
- Complimentary hotel suite for bride & groom including sparkling wine and chocolates on arrival and complimentary full buffet breakfast the following morning
- Elegant chair covers with your choice of coloured sashes
- Centrepieces for bridal and guest tables
- Skirted and decorated cake table with silver cake knife
- Skirted gift table and bridal table
- Complimentary wedding cake cutting
- Microphone and lectern for speeches
- Parquetry dance floor

* A charge of \$400 per hour applies to extend your venue hire. Venue is licensed until midnight.

* POA to extend any Beverage Packages



SET MENU

Select two dishes from each course below for Set Menu as the alternate drop.

Please note: Story Bridge Wedding package is based on alternate service of entrée & main course only

freshly baked dinner rolls

ENTREE

- roasted butternut pumpkin soup with sippets
- chicken breast tenderloin with morrocan spiced cous cous and sweet curry sauce
- Medina caesar salad with crispy grilled proccuttio
- thai roasted beef salad with lime and palm sugar dressing
- ricotta & spinach tortellini with fine vegetable and roast tomato ragout

MAIN

- grilled rib eye of beef, served with double butter mash & roasted field mushroom and red wine jus
- roasted shortlion of pork, served with golden sweet potato whip & rosemary and caramelised apple gravy
- bacon and basil butter chicken, served with creamy baked potato & roast capsicum coulis
- roasted garlic rubbed lamb, served with mashed dessiree potato & pumpkin studded lamb jus

DESSERT

- cookies and cream cheesecake, double chocolate fudge sauce, vanilla cream
- raspberry bavarios slice, white chocolate ganache, chantilly cream
- queensland muddy cake, milk chocolate mousse, drunken chocolate sauce
- individual lemon and lime tart, malibu anglaise, mango salad

Served with freshly brewed coffee and selection of teas



BUFFET MENU

freshly baked dinner rolls

COLD SELECTION

- chef's selection of five garden fresh salads
- continental meat platter

HOT SELECTION

your choice of 2 fork dishes, both served with steamed white rice
choose from:

- Thai red curry chicken
- Italian pork and olive braise
- beef & baby onion casserole
- veal tortellini with traditional bolognaise sauce

One Roast Meat with accompaniments, paired with buttered new potatoes and steamed vegetable melange & pan gravy

- rosemary & garlic rubbed lamb
- salt & pepper shortloin of pork
- mustard crusted rib eye of beef
- lemon & thyme rubbed chicken

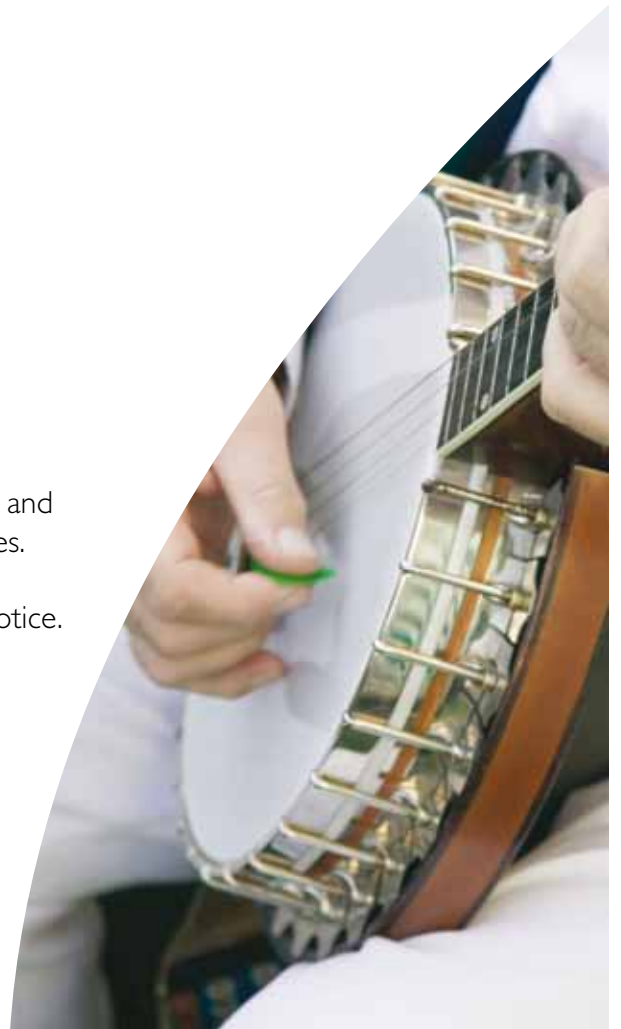
DESSERTS

- chef's decadent array of torts, gateaux and finger desserts
- seasonal fruit platter
- australian cheese & crackers platter

Served with freshly brewed coffee and selection of teas

We can provide additional dishes including fresh prawns, oysters and selected seafood. Please ask your Wedding Coordinator for prices.

Prices are subject to availability and subject to change without notice.



BEVERAGE & WINE LISTS

FOUR HOUR WEDDING BEVERAGE PACKAGE:

STANDARD BEVERAGE PACKAGE:

Seppelt Stony Peak Chardonnay – South Eastern Australia
Seppelt Stony Peak Shiraz Cabernet – South Eastern Australia
Killawarra Klassic Brut – South Eastern Australia

Local Beers served per bottle (please select three beers for your wedding package)
XXXX Bitter, XXXX Gold Lager, Cascade Premium Light, Hahn Premium Light, Victoria Bitter,
Carlton Midstrength, Crown Lager Gold

Assorted Soft drinks

PREMIUM BEVERAGE PACKAGE:

Upgrade to Premium Beverage Package please add \$5.50 per person

Penfolds Private Release Chardonnay – South Australia
Penfolds Private Release Shiraz Cabernet – South Australia
Yellowglen 'Yellow' NV – South Eastern Australia
Premium beer: Crown Lager, Cascade Premium, Boags Premium

NB: If you wish your guest may purchase spirits on the evening
at our standard bar prices.

Beverage and wine lists are subject to availability and
subject to change without notice.



ADDITIONAL INFORMATION

GUEST ACCOMMODATION

We are happy to offer your wedding guests special discounted rates should they wish to stay at **Medina Executive Brisbane** the night of the wedding or for an extended period.

Standard Studio Room – from \$170 per room per night

Standard One Bedroom Apartment – from \$190 per apartment per night

Standard Two Bedroom Apartment with two bathrooms – from \$360 per apartment per night

All rooms and apartment type's are subject to availability.

Discounted full buffet breakfast in SV Restaurant available from \$18 per person per day

- breakfast must be pre-booked.

CHILDREN PRICES

2-13 Years - \$30 per person

14-16 Years - \$45 per person

PHOTOGRAPHER AND ENTERTAINERS MEALS

\$45 per person - includes a main meal from your menu and soft drink.

SPECIAL DIETARY REQUIREMENTS

Any special dietary requirements that you may have will be catered for at no additional charge.

ENTERTAINMENT

We can recommend a number of entertainers for your wedding night.

DJ's rates start from \$495 for 4 hours and \$65 per hour for additional hours.

For prices on bands or other entertainers please contact your Wedding Coordinator.

ADDITIONAL DECORATIONS

Our decorators have an abundance of elegant and unique decorations for your special day. Should you wish to arrange additional decorations, please contact your Wedding Coordinator.

All prices and room rates are subject to availability and subject to change without notice.

TERMS AND CONDITIONS

CONFIRMATION:

Confirmation of a booking must be made in writing with signed Terms & Conditions within seven (7) days of the original reservation. A 10% deposit is to be paid within fourteen (14) days. Otherwise the Management of the Hotel reserve the right to cancel the tentative booking & allocate the venue to another client.

PAYMENT:

All function accounts are to be paid in full, two (2) days minimum prior to the function unless alternative arrangements have been made with the Hotel Credit Manager. All approved credit arrangements require full payment within five working (5) days after the function.

Please note that for all credit card transactions, a surcharge of 1.5% applies. Guests may choose to change their method of payment on check-out to cash or EFTPOS as these methods do not attract this fee.

NON PERFORMANCE OF CONTRACT:

In the event of a confirmed function not taking place the client shall upon demand of the Hotel pay a fee based on a percentage of the estimated cost of the function.

Notification of 60+ days of the function deposit will be held for next confirmed event (must be within 6 months)

Notification within 30 days or more of the function date 10% of the estimated cost

Notification 14-30 days prior 50% of the estimated cost

Notification less than 14 days 100% of the estimated cost

FINAL ATTENDANCE:

A guaranteed number of guests attending functions is required two (2) working days prior to the event. Charges for any changes after this time will be rendered accordingly.

FINAL DETAILS:

To ensure your requirements are met it is necessary to receive details of your function schedule & menu selection seven (7) days prior to your function. This will include details such as floor-plans & designs for exhibition & display space.

COMMENCEMENT & VACATING OF ROOMS:

The Client agrees to begin the function & vacate the designated function space at the scheduled times agreed upon. In the event that the conference should go beyond agreed finishing time we reserve the right to charge whatever additional costs are reasonably incurred to ensure the smooth operation of that function.

SET UP & DELIVERY OF EQUIPMENT:

Clients are responsible for costs involved in ensuring set up & break down time on all function space. All deliveries to the Hotel must be advised & agreed upon with the Banquet Co-ordinator & sent no earlier than 48 hours prior to the function & must be marked with the name of the function. Whilst every effort will be made to assist in movement of goods from the loading bay to the function room, assistance will be offered on the basis of staff available at that time. The Hotel does not have storage facilities other than rooms booked by the client. Goods left in the Hotel without prior arrangement will be deemed abandoned & discarded by the hotel.

CONSUMPTION:

No food or beverage of any kind will be permitted to be brought into the Hotel for consumption at the function by the client or any of the client's guests, invitee's or persons attending the function. We practice Responsible Service of Alcohol at all times & reserve the right to refuse service of alcohol to any person.

TERMS AND CONDITIONS

DISPLAYS & SIGNAGE:

Nothing is to be nailed, screwed, stapled or adhered to any wall, door or other surface or part of the building. Signage in Hotel public areas is to be kept to a minimum & must be approved by the Hotel. Any special effect requests will be viewed on a one off basis. You must obtain prior written permission of the hotel to use the hotel name &/or logo in print, audiovisual display &/or such other multimedia display. All proposed artwork, which consists of the hotel name &/or logo must be approved in writing by the hotel.

ROOM ALLOCATION:

The Hotel reserves the right to assign another room for the organised function in the event the room originally allocated for such function shall be unavailable (due to unforeseen circumstances) or inappropriate in the opinion of the Hotel, such substitution shall be deemed as full performance under this contract.

COMPLIANCE:

It is understood that the client will conduct their function in an orderly manner in full compliance with the Hotel Management & with all applicable laws. This will include, however not be limited to – maintaining reasonable noise levels, adhering to the OH&S regulations of the relevant state, etc.

DAMAGES:

Clients are financially responsible for any damage sustained to the Hotel by the Client, Client's guests, invitees or other persons attending the function, whether in the room reserved or any area or part of the Hotel. This can include however is not limited to extra cleaning charges, cost to repair damaged furniture etc.

RESPONSIBILITY:

The Hotel will not accept any responsibility for damage or loss of merchandise left in the Hotel prior, during or after the function. Clients should arrange their own insurance &/or security.

SECURITY:

The Hotel reserves the right to exclude or eject any or all objectionable persons from the function on the Hotel premises without liability.

LIABILITY:

If the Hotel has reason to believe that a function will affect the smooth running of the Hotel business, its security or reputation, it reserves the right to cancel the function without liability.

BASIS OF AGREEMENT:

Performance of this agreement is contingent upon the ability of the Hotel to complete same, & is subject to labour troubles, disputes, strikes or picketing, accidents, government (federal, state or local) requisitions; restrictions upon travel, transportation, food, beverages, or supplies; equipment failure, & other causes, whether enumerated herein or not, which are beyond the control of the Hotel, in no event shall the Hotel be liable for the loss of profit or consequential damages, whether based on breach of contract, warranty, or otherwise. In no event shall the Hotel's liability be in excess of the total amount of the food & beverage contracted hereto.

Accepted by the Client:

Name of Company/Function

Wedding Sales

Signature of Responsible Party

Date:

Date:
