



Quality Hotel Apollo International

Wedding Planner 2011



290 Pacific Highway, Charlestown
Phone: 02 4943 6733
Fax: 02 4942 1149
functions@apollointernational.com.au

Our Venue

Quality Hotel Apollo International is the ideal choice for your Wedding Day!

Set in pristine grounds, with immaculate terrace, landscaped gardens and outdoor pool, our spacious function rooms create an elegant setting for your celebration.

We cater for small intimate celebrations or larger wedding receptions up to 80 guests. Formal wedding receptions, breakfast, lunch and dinner functions, informal cocktail gatherings - our 4 star boutique hotel provides scope and flexibility to meet all your needs.

One advantage of planning to have your wedding at Apollo International is that **everything** you need is here - you don't need to include plans to go anywhere else on your special day. Have your marriage ceremony in our garden, enjoy your reception in the Apollo Room and then spend your wedding night in our Honeymoon Suite. We can also accommodate your guests, easing the burden of the post celebration drive home.

In selecting Quality Hotel Apollo International as the venue for your special day, we will assist with advice and guidance in every aspect of your planning.

We are dedicated to ensuring that your experience is perfect and we'll go the extra mile to ensure that it **is** perfect in every respect.



Beautiful Promise Dinner Package

\$85.00 per person

6.00pm to 11.00pm - Minimum 50 People

Inclusions.....

- Apollo Function Venue
- Welcome canapés
- 3 course dinner selected from our Wedding Menu
- Freshly brewed tea and coffee
- Skirted Bridal Table
- Skirted cake table with cake knife
- Chair covers with coloured sash for all guest table seating
- Choice of overlays and centre-piece for all guest tables
- Up to 6 tea light votives for your Bridal Table - “*Events of Elegance*”
- Choice of backdrop to complement your Bridal Table - “*Events of Elegance*”

plus.....

- Accommodation for the Bride and Groom in our Honeymoon Suite
- Complimentary bottle of Australian sparkling wine and chocolates on arrival
- Full breakfast for two in Babbingtons Restaurant

plus.....

- Two nights accommodation at Quality Inn HW Boutique in Port Macquarie
 - Continental breakfasts to complement your Port Macquarie visit
-

Eternal Bliss Dinner Package

\$115.00 per person

6.00pm to 11.00pm - Minimum 50 People

Inclusions.....

- Apollo Function Venue
- Welcome canapés
- Half hour welcome beverages of standard bottled beer, house wine and soft drinks
- 3 course dinner selected from our Wedding Menu
- Four and a half hour dinner beverages of standard beer, house wine and soft drinks
- Freshly brewed tea and coffee
- Skirted Bridal Table
- Skirted cake table with cake knife
- Chair covers with coloured sash for all guest table seating
- Choice of overlays and centre-piece for all guest tables
- Up to 6 tea light votives for your Bridal Table - "*Events of Elegance*"
- Choice of backdrop to complement your Bridal Table - "*Events of Elegance*"

plus.....

- Accommodation for the Bride and Groom in our Honeymoon Suite
- Complimentary bottle of Australian sparkling wine and chocolates on arrival
- Full breakfast for two in Babbingtons Restaurant

plus.....

- Two nights accommodation at Quality Inn HW Boutique in Port Macquarie
 - Continental breakfasts to complement your Port Macquarie visit
-

Tailor Your Own Package

Select from the following options:

Apollo Function Venue \$395.00

Five-hour hire of the venue, complete with full dinner table settings, skirted Bridal Table, skirted cake table with cake knife and dance floor.

Wedding Decoration \$ 15.00 per person - based on minimum 40 guests

Chair covers with coloured sash for all table seating, choice of overlays and centre-piece for all guest tables, up to 6 tea light votives for your Bridal Table, choice of backdrop to complement your Bridal Table.

Welcome canapés \$17.00 per person

Three course dinner \$58.00 per person

Alternate plate serve, chosen from our Wedding Menu selection of entrée, main and dessert.

Beverage Package

Selected Australian bottled beers, quality Hunter Valley house-wine and soft drinks:

1 hour	\$13.50
2 hour	\$25.00
3 hour	\$35.00
4 hour	\$43.00
5 hour	\$50.00

Beverages on consumption

Accommodation

Wedding night accommodation in our Honeymoon Suite for the Bride and Groom, chocolates and Australian sparkling wine on arrival, plus full “*breakfast for two*” next morning - all provided with our compliments for weddings of 40 guests and over.

Wedding Menu

Sample options

Choice of 2 selections from Entrée, Main and Dessert, served “alternate plate drop” to guests. Bridal Table may order individually from the two selected dishes of each course.

Entrée

- Cream of butternut pumpkin soup w chives & double cream
- Atlantic salmon & basil pesto risotto w crisp roquette & parmesan
- Potato leek chowder w ciabatta & chive
- Tian of chilli & lime Queensland mud crab w seasoned avocado & fine herbs
- Goats cheese & caramelised onion tarte tatin w balsamic & crisp roquette
- Saffron spaghettini w sautéed ocean trout, roma tomato & king prawn
- Seared saddle of lamb w confit cherry tomato & goats curd salad
- Seared Tasmanian scallops w pumpkin puree, crisp prosciutto & seaweed salad
- Veal carpaccio w horseradish crème, beetroot chutney & fine herbs

Main

- Char grilled eye fillet w potato puree, steamed broccolini & Café de Paris butter
- Confit of duckling leg w potato fondant, steamed broccolini & beetroot chutney
- Seared ocean trout w prosciutto wrapped asparagus & walnut oil béarnaise
- Mediterranean vegetable stack with crisp roquette & balsamic
- Grilled lamb saddle w potato puree, confit eschalots & sautéed silverbeet
- Prosciutto wrapped spatchcock w saffron & asparagus risotto, & apricot jus
- Risotto of Swiss brown mushroom, wine pressed baby leeks & crisp roquette
- King prawn spaghettini w trussed cherry tomato, preserved lemon & soft feta
- Grilled sirloin w roasted chat potato, green beans & olive thyme butter
- Garlic butter chicken mignon w potato dauphinoise, bok choy & apricot jus

Dessert

- Limoncello panna cotta w crisp tuille & finger lime syrup
- Vanilla bean crème brûlée w fresh passion fruit & almond crisp bread
- Rich chocolate tart w mascarpone crème & fresh honey comb
- Lemon meringue tart w double cream & strawberry
- Devils chocolate cake w white chocolate ganache & raspberry
- Individual pavlova w double cream & seasonal fruits
- Sticky date pudding w pistachio ice cream & butterscotch sauce

Tea and Coffee

Please keep us advised of any special dietary requirements when you confirm your meal selections.

Garden Wedding



Our gardens will accommodate 20-30 guests seated, 60 - 80 standing.

Should the weather be inclement, we offer complimentary use of our stylish Babbingtons Restaurant for your Ceremony.

For that extra touch we can arrange your red carpet and gazebo draping for only \$300.00
The use of rose petals is welcomed but does attract a \$50.00 service fee to remove the petals after your ceremony - from garden pathways and grassed areas. Other suggestions instead of rose petals include bubbles, butterfly release or ringing miniature bells, unfortunately the use of confetti and rice is prohibited.

Your Quality Hotel Apollo International Wedding

Access

Our staff will direct your guests to your wedding Reception or Ceremony. Disabled access to the venue is through the lower car park. We have one disability access accommodation room in the hotel.

Accommodation for your Guests

We offer special accommodation rates for your guests. Rates are available on request and will be based on twin/double share – 2 guests per room. We are also able to arrange personalised “Rate Cards” which you may wish to include with wedding invitations.

Bonbonniere, Place Settings, Seating Plans

Apollo International takes no responsibility for distribution of table seating cards or bonbonniere. We will provide you access to the venue two hours prior to arrival of your guests, during which time you may personalise place settings.

Car Parking

Complimentary parking is available at the hotel.

Children

Supervised children between the ages of 6 and 12 years - are welcome at all of our functions and we will be happy to provide menu options, priced at \$20.00 per child. There is no catering charge for children 5 years and under. A limited number of highchairs are available and will be provided subject to availability. Charges may still apply for decorations for childrens seats.

Contractors

We must be notified of all outside contractors that you arrange to assist for your Wedding Day. Ahead of the wedding, we will require contractor names and contact numbers.

Flowers

You are welcome to use flowers to decorate your wedding reception, however please keep us advised of your arrangements. Apollo International takes no responsibility for arrangement or positioning of flowers. You are welcome to use rose petals during your outdoor ceremony, however a cleaning fee of \$50.00 applies.

Gifts

We will happily set up a gift table if requested and you are welcome to arrange a Wishing Well for your Special Day. We take no responsibility for breakages, missing items or theft.

M.C

If you wish we will provide an outline and plan of the day for your M.C, however we do request that we are advised well in advance.

Packages

Beautiful Promise and Eternal Bliss Wedding Packages are for a five hour duration, generally 6.00pm – 11.00pm. Extended time is charged at \$150.00 per hour.

Photography and Video

Photography and/or videography on site will not incur any additional charge.

Pricing

All prices listed in this information package are valid for wedding receptions that are booked to take place on a date up to and including 30th November 2012

Special Dietary Requirements

We will cater for special dietary requests, please provide details at least 14 days prior to your wedding day.

Wedding Cake

After the ceremonial cutting of the cake, hotel staff will cut and place your wedding cake into cake bags at no charge. Supply of cake bags will be at your care.

If you wish to substitute your cake for the dessert course, the package price will reduce by \$4.50.

To book your Wedding Reception, please contact our Functions Coordinator

Telephone 02 4943 6733

Facsimile 02 4942 1149

Email functions@apollointernational.com.au

We will make a tentative or firm reservation for your chosen Special Day.

Within 7 days, we request that you provide Quality Hotel Apollo International with a booking fee of \$1000.00 to secure your preferred date. We will provide you with confirmation, detailing your chosen package, along with a copy of our Terms and Conditions agreement. Once we receive your counter-signed Confirmation and Terms and Conditions, your reservation is considered to be a firm booking.

We are happy to discuss your plans with you at any time in order to assist wherever possible. One month before your wedding day we will meet with you to start finalising specifics of your wedding reception, including your menu selections, any special dietary requirements and to confirm timelines for the day. A payment of 50% of the estimated cost of your wedding reception is requested 14 days prior to your wedding day.

Seven days before your wedding we confirm your guaranteed final numbers and require full payment on those guaranteed numbers.

Payment for any additional charges, including additions to pre-paid guests, beverages - excluding package inclusions - and incidentals will be required at the conclusion of your wedding reception.

Cancellation

If your wedding reservation is cancelled the following cancellation fees apply:

- 91 or more days prior Full refund of deposit
- 61 to 90 days prior No refund of deposit
- 14 to 60 days prior 50% of contracted booking amount
- 13 days or less prior 100 % of contracted booking amount



290 Pacific Highway, Charlestown NSW 2290
Telephone 02 4943 6733 - Facsimile 02 4942 1149
Web: www.apollointernational.com.au

Recommended Services

Bridal Gowns

Garter Girl
www.gartergirl.com.au
02 4943 2649

Kel-leigh Couture
www.kel-leigh.com.au
(02) 4321 0137

Cakes

Designer Delights
www.designerdelights.com.au
02 4920 6400

Rach's Frosted Fantasies
www.frostedfantasies.com.au
0420 982 498

Celebrant

Ed Taylor
www.celebrant46.com.au
02 4959 5783

Jacqueline Lawrence
www.celebrantcentralcoast.com.au
0402 091 662

Decorations

Events of Elegance
www.eventsofelegance.com.au
02 4955 8666

DJ / MC / Entertainment Services

GenR8 Entertainment
<http://genr8ent.com.au/>
02 4955 9450

Your Best Man
www.chrinking.com.au
0412 436 246

Flowers

Amaranthine Flowers by design
www.amaranthineflowers.com
02 4947 8005

Hair and Make-Up

Chic Artistry
www.chicartistry.com.au
0422 327 885

Allegra Hair Skin Body
www.allegrahairskinbody.com.au
02 4942 3664

Photographers

David Benson Photography
www.bensonsphotography.com
0417 686 110

Living Light Photography
www.livinglightphotography.com.au
0402 133 801

Stationary / Invitations

Any Occasion Events
www.anyoccasionevents.com.au
0425 750 419
