

1.0

MARRY ME MERCETTA

Located in the heart of Main Street, Mornington, a short walk to local parks and stunning beaches, Mercetta is the perfect backdrop for your special day.



1.1



Mercetta can cater for all occasions, be it an intimate sit down dinner for up to 60 of your closest friends and family, or a cocktail style celebration for up to 150 – with a dance floor of course!



We offer a private venue. Choose between our outdoor garden oasis or indoor space with windowed conservatory, and access to outdoor heating means we can entertain year-round.



Mercetta has long-standing relationships with local vendors, including celebrants, photographers, musicians and event stylists and can make recommendations as required.



We also have ample parking at the back of the venue, and public transport and taxi services at the front doorstep.

1.2



THE PACKAGE

// YOUR WEDDING PACKAGE INCLUDES

Private planning consultations with our dedicated wedding coordinator in the lead up to your day	Exclusive use of Mercetta with your choice of area	Your selection of our extensive catering and beverage options	Five hour reception. Please speak to us if you think you'll need to party longer	Event management
Complete food and beverage service	Complimentary table linen, tea light candles, set up and pack down of venue	All professional service team including chefs, wait staff and bar staff	Private bridal retreat room to get away from it all (just for a moment!)	Personalised banquet menus

“Elegance is not just an attitude, it's a way of life”

1.4

DETAILS DETAILS DETAILS

“Love should never be neglected, nor should the smallest details of your wedding”

VENUE

At Mercetta we have no venue hire costs... that's right, we simply require a minimum spend to be met by the host. This can be made up across catering, beverages and security.

Saturday evenings

\$7000 minimum spend
» 5 hour access from 5pm

Weekdays and Sunday evenings

\$6000 minimum spend
» 5 hour access from 4pm

Public holidays + public holiday eve

Attract a 15% surcharge on services and catering

MARQUEE HIRE

We have the ability to provide a weatherproof stretch marquee for you event. This requires 7 days notice and will incur a \$450 installation cost.

BEVERAGES

We don't have a beverage package... you only pay for what you drink! The bar at Mercetta will be open as soon as your guests arrive and will operate all evening. With an extensive selection of drinks available, we can cater to all tastes and budgets.

CEREMONIES

Your ceremony can also be held at Mercetta for up to 80 guests. with guest arrival from 5pm and ceremony from 5:30pm. Your 5 hour reception will begin straight after.

Please speak to your wedding coordinator for further information on how we can best accommodate you.

SECURITY

One guard is required per sixty guests
\$50 per guard/hour

EXTRA PARTY TIME

Additional reception time charged at \$500 per half hour added to the minimum spend. Speak with your wedding coordinator to arrange appropriate times.

DJ (OPTIONAL)

We strongly recommend live music for your event. This is the responsibility of the organisers and is in addition to the minimum spend.

Feel free to contact us if you would like other entertainment suggestions.

1.5



TLC'S

// TERMS, LOVE + CONDITIONS

DRESS CODE

- » Neat casual
- » Children under the age of 18 years are permitted in the function space provided they are supervised by an adult guardian at all times. (Consent by venue is required prior to the event.) Your 17 ½ y.o won't be impressed but relish the 3 months of control you have left.
- » Identification is required on request.
- » Smoking is permitted in outdoor areas only.
- » Drinking is not permitted in outdoor area in front of premises.
- » Management reserves the right to refuse entry and/or service to any guests that be intoxicated or disorderly.

in the future, however should that event be cancelled at any point the deposit will be forfeited. In the unlikely event Mercetta cancels the event, all efforts will be made to reschedule a suitable date or the deposit returned in full if not.

FINALISING THE FUNCTION DETAILS

Food and beverage selection, event timings and any other details must be finalised at least 14 days prior to the event...for our sanity.

FINAL PAYMENT

Payment up to the minimum spend must be received the week of your event. Any tabs occurred on the night of your event

» Underage guests and their guardians will be removed from the premises immediately if found not to be abiding by this law.

ENTERTAINMENT

Mercetta is able to assist with live entertainment requirements. This cost will be forwarded to the organiser. If the organiser wishes to provide their own live entertainment, details must be provided to your function coordinator 1 month prior to your event. Sound restrictions are enforceable. Mercetta requests live entertainment for all events.

DECORATIONS

If you wish to provide your own decorations, please discuss with management prior to arranging. Our team is happy to assist with set up. We ask that no confetti or glitter be used. We also ask that decorations and gifts are taken on the night wherever possible. Mercetta will take utmost care of gifts but hold no responsibility if they are lost, damaged or stolen.

GIFTS

While every effort is made to look after your gifts, Mercetta takes no responsibility for safe keeping or lost gifts. We kindly request you take them at the conclusion of your event.

INSURANCE

The function organiser is financially responsible for the replacement or repair to any property damage during or after the function by its guests. If damage occurs during the event you and/or your guests may be asked to leave the premises.

» Mercetta does not accept responsibility for loss or damage of goods left on the premises prior to, during, or after the function.

Regrettably, bookings will not be taken for 18th birthday celebrations or buck's parties.

THEY'RE FASCINATING, TRUST US...

[Mercetta accepts no responsibility for migraines suffered]

TENTATIVE BOOKINGS

A tentative booking can be held for 14 days. If the date is not confirmed in this time the function space is available for re-sale. All efforts will be made by Mercetta to contact you during this time.

CONFIRMED BOOKINGS AND DEPOSITS

A booking will only be considered 'confirmed' when a deposit and completed terms and conditions form is returned. Please speak with your function coordinator for deposit details.

CANCELLATIONS AND DEPOSIT

In the event that a function space needs to be cancelled by the client, the following applies:

- » Cancellations MUST be received in writing 60 days notice or more from the function date and will receive a 50% deposit refund.
 - » Less than 60 days notice from the function date, the deposit is non-refundable.
- The deposit may be used to secure a date

will need to be settled at the conclusion of your function. Mercetta does not invoice after the event.

SECURITY

To ensure the safety of all guests and staff, Mercetta requires security for all functions. This is not negotiable. Security will be arranged at \$45 per guard, per hour. One guard for the first 60 guests, and one per 50 guests thereafter.

FOOD AND BEVERAGE

Due to food safety laws, no food or beverage can be provided by the organiser other than cakes or celebratory desserts without prior consent from management.

BAR SERVICE

Beverage service will finish 15 minutes prior to the function concluding. Management reserves the right to refuse service as per Responsible Service of Alcohol guidelines and obligations.

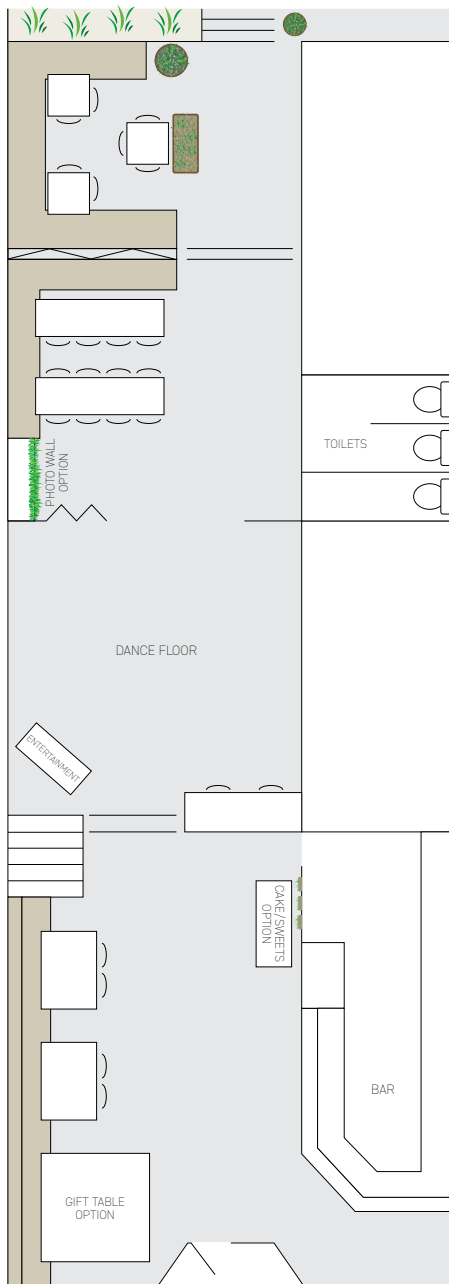
» Under no circumstances will underage drinking be permitted



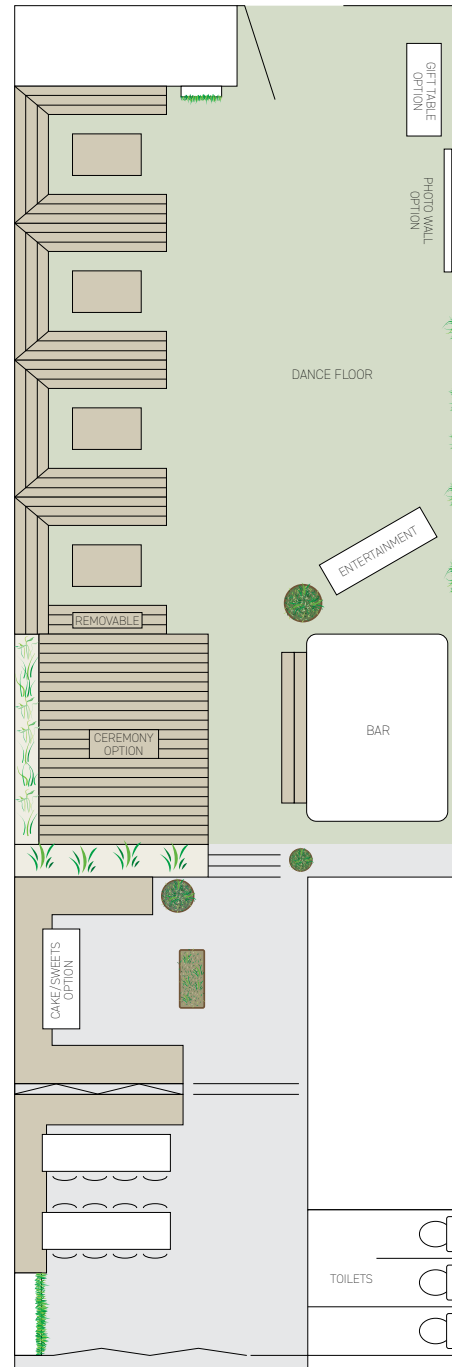
1.6

// VENUE FLOORPLANS

COCKTAIL – INSIDE



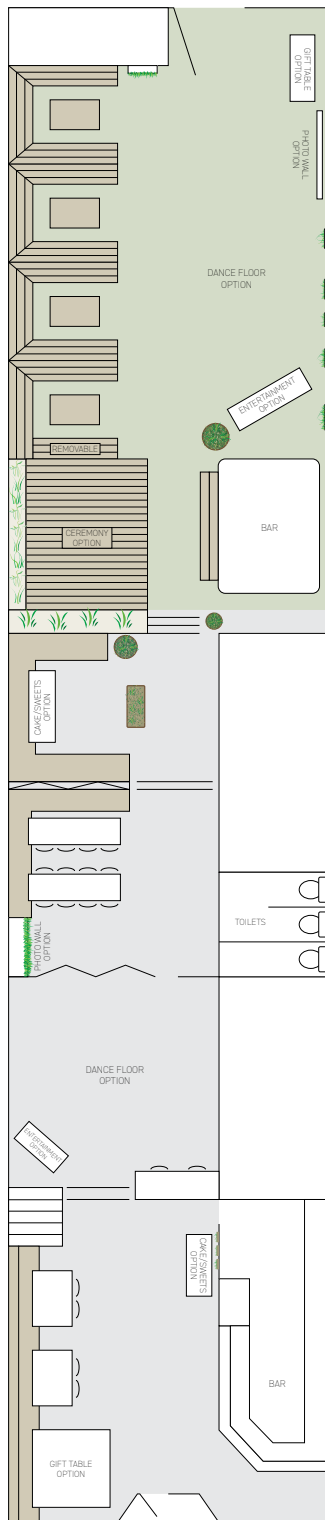
COCKTAIL – COURTYARD



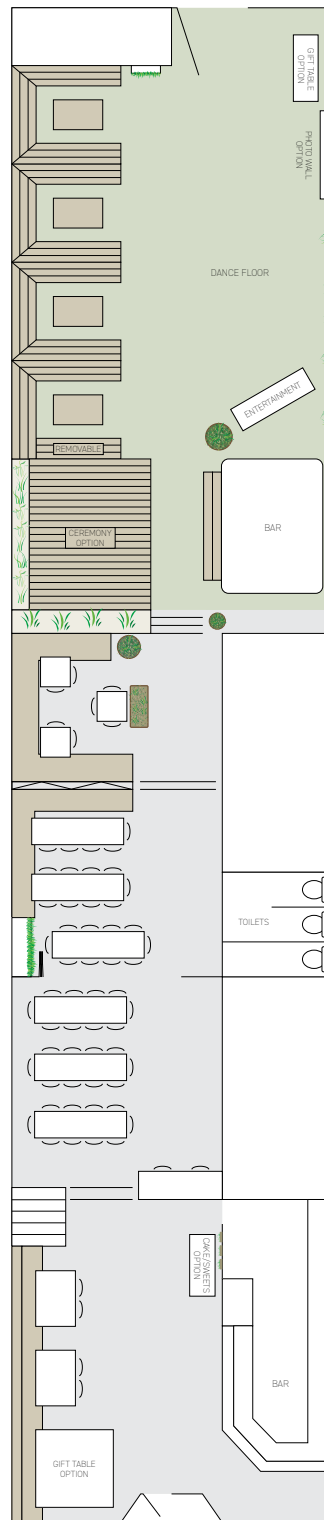
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// VENUE FLOORPLANS

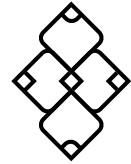
COCKTAIL – ENTIRE VENUE



SIT DOWN



1.7



LET'S MAKE IT OFFICIAL

Your name		Partners name	
Married names (if changing)		Contact Number	
Address			
Suburb		Postcode	
Date of celebration	Ceremony	Offsite Onsite	Time if onsite
Number of guests	Menu type	Cocktail (up to 150 guests)	Sit down (up to 60 guests)
Minimum spend \$	Guest arrival	Conclusion	
Other requirements			

Dietary requirements

A \$500 deposit is required to secure your booking. Full payment, up to the minimum spend will be due the week of your event. Please make payment via bank transfer to:

Scope Industries (trading as Mercetta)
 BSB: 063 539
 Acc: 105 662 34
 Reference: **Your surname + date of event**

I agree to the terms and conditions of booking and wish to confirm my booking

Print name

Signature

Date