

WEDDINGS

THE WINDSOR  
MELBOURNE





## CONGRATULATIONS ON YOUR ENGAGEMENT

Thank you for considering The Windsor. Established in 1883, it is one of the world's last remaining grand hotels, perfect for those wishing to celebrate their wedding in a timeless location with all the grandeur and old-world charm of a bygone era.

From your red-carpet arrival to honeymoon departure, our Windsor Wedding Planners look forward to celebrating your special day with you, and turning it into an unforgettable one.

## WINTER 2024 WEDDING PROMOTION

Book your wedding in June, July and August for 2024  
and receive the following benefits:

Discount of \$5 per person off the wedding package

Complimentary hire of our Gold Tiffany Chairs (valued at \$10 each)

Complimentary beverage upgrade from Classic to Fine Wine Package

Gift voucher for a night's accommodation for two adults in a Deluxe Room including  
Breakfast for two (perfect for an anniversary stay)

Based on a minimum of 100 guests or minimum catering spend of \$15,000



THE WINDSOR

Informational sign with QR code and text

Decorative monogram on wooden podium

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## WEDDING PACKAGE

\$200 PER PERSON

Chef's selection of canapés on arrival, served for 30 minutes

Three course menu with alternating entrée, main and dessert

Classic beverage package for the duration of your reception

Your wedding cake cut and served individually

Tea, coffee and chocolates

Large wrought iron candelabras with candles as centrepieces

## COMPLIMENTARY INCLUSIONS

Personalised menu cards

White linen napkins, chair covers and underlays

Cake table with silver cake knife

Lectern and fixed microphone

Red carpet entry to the hotel

Use of our venue for wedding photography

Special accommodation rates for wedding guests on the wedding night

Your personal venue wedding planner

## FOR BOOKINGS OF 100 GUESTS OR MORE

Two fresh floral arrangements

Complimentary wedding night accommodation in a suite with breakfast for the bridal couple

[subject to availability]





## AFTERNOON TEA PACKAGE

\$170 PER PERSON

Canapés, sandwiches, patisserie & scones served on a three-tiered silver stand

Classic beverage package for the duration of your afternoon tea

Your wedding cake cut and served individually

Tea & coffee

## COMPLIMENTARY INCLUSIONS

Venue hire based on minimum catering spend

Personalised menu cards

Cake table with silver cake knife

White linen napkins, chair covers and underlays

Lectern and fixed microphone

Red carpet entry to the hotel

Use of our venue for wedding photography

Special accommodation rates for wedding guests on the wedding night

Your personal venue wedding planner

## FOR BOOKINGS OF 100 GUESTS OR MORE

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[subject to availability]

## ADDITIONAL FOOD & BEVERAGE OPTIONS

Menu tasting for up to six guests - <i>3 entrées, 3 mains, 3 desserts &amp; select wines</i>	300
Side dishes	8 pp
Antipasto platter	24 pp
Australian cheese selection	22 pp
Children's meals (aged 4-12) with main, dessert & soft drink	55 pp
Band/Supplier meals with main & soft drink	55 pp
Champagne all-night	55 pp
Beverage package upgrade	
Fine Wine package	10 pp
Connoisseur package	17 pp
Beverage service extension [30 minutes]	
Classic Wine package	12 pp
Fine Wine package	14 pp
Connoisseur Wine package	16 pp



## ADDITIONAL STYLING OPTIONS



Event Merchant Co.

From vintage-inspired to contemporary designs, Event Merchant Co. specialises in high quality dinner plates, charger plates, and styling to suit your occasion.

POA



Table Art

Table Art offers a beautiful range of premium table cloths, napkins & runners for your wedding. Choose from a selection of high-quality linens for a finishing touch.

POA



Flair Flowers & Design

Our resident florist specialises in beautiful flower arrangements. Create an air of polished perfection for your bridal party, ceremony and reception.

POA



Tiffany Chairs

Add a touch of sophistication with our premium gold Tiffany chairs. Elegant and regal in appearance, the Tiffany chairs are perfect choice for formal events.

10 pp





## TEA CEREMONIES

For a modern tea ceremony in our suites to an elegant reception in our venues, we welcome weddings that honour traditions and your cultural backgrounds. Exquisite dishes, complimentary accommodation and other inclusions can be discussed with our dedicated team to create your perfect day.

## INDIAN WEDDINGS

Our generous function spaces are the perfect backdrop for multi-day Indian wedding celebrations, from the sacred ceremony to the vibrant, dance-filled reception.

We offer authentic Indian cuisine with our talented Indian chefs behind a feast which includes tandoori chicken straight from our in-house tandoor, to butter chicken, lamb korma, palak paneer and goan fish curry.

We also cater to vegetarians and vegans.





## THE GRAND BALLROOM

Dinner & Dance 180 guests

Banquet 200 guests

The jewel in our crown, the heritage-listed Grand Ballroom features sweeping ceilings, stained glass domes, gold leaf details & marble fireplaces. A majestic, timeless space for a grand wedding.





## THE BOURKE ROOM

Dinner & Dance 200 guests

Banquet 230 guests

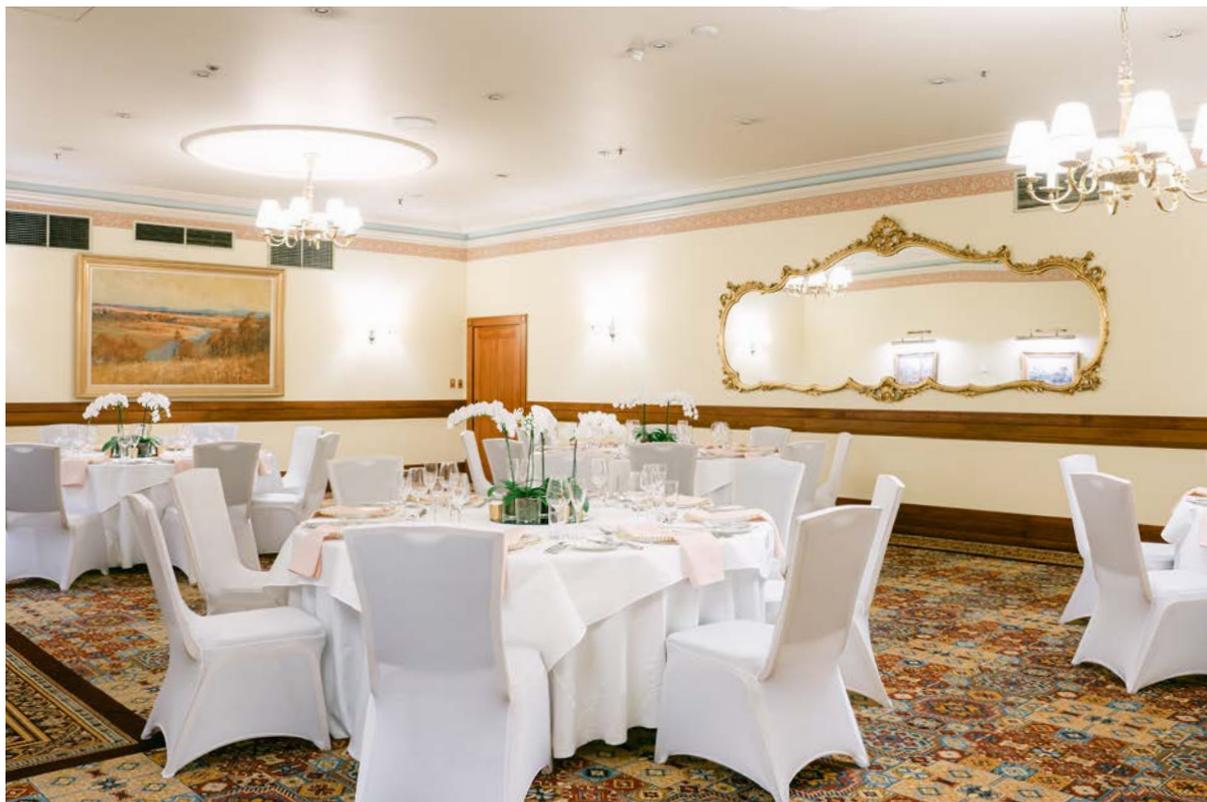
This contemporary space features a unique tiered layout and an abundance of natural light. The elegant, minimalist palette of white and charcoal makes a perfect backdrop for your theme.



## THE CANBERRA ROOM

Banquet 60 guests  
Long table 30 guests

This L-shaped room's striking feature is its rich colour scheme and antique gilded mirror. It is perfect for ceremonies and intimate celebrations.



## THE WINSTON ROOM

Banquet 30 guests  
Long table 24 guests

The hotel's original dining room in the late 1880s, The Winston Room features elegant, tall Victorian windows that fill the space with natural light. Classic ceiling fans and light fixtures add to the romantic feel.

All spaces incur a minimum spend dependent on the day of the week, season and guest numbers.





## ACCOMMODATION

Our beautiful Deluxe Rooms, Windsor Suites and Royal Suite are the perfect locations to start your wedding day. Filled with natural light and antique furnishings, they are wonderful photographic settings to capture the bridal party getting ready.

We also offer accommodation for the wedding night and any guests travelling from afar. Special discounts are available for your wedding guests.



The Deluxe Room



The Windsor Suite



The Royal Suite

EXTRAS



Bottle of Champagne

POA



Petit Fours

POA



Chocolate Dipped Strawberries

POA





## WEDDING PARTICULARS

### NOISE RESTRICTIONS

The Grand Ballroom and Bourke Room can accommodate amplified music. For the comfort of our other hotel guests, music must cease by 11.30pm. Only acoustic music is permitted in both The Winston Room & The Canberra Room.

### DELIVERIES

All deliveries must be clearly labelled and discussed in advance with your wedding planner.

### EVENT CONFIRMATION & PAYMENT

The hotel's terms & conditions must be signed and returned with a 25% security deposit within 7 to 14 days of placing a tentative booking.

Menu selections are required no less than two weeks prior to your reception. Final guest numbers are required a minimum of three business days prior.

All prices are inclusive of GST. A 25% surcharge applies on public holidays.

### VENUE ACCESS

Venue access is granted to suppliers two hours prior to the start time of your event. Please let us know if you require other arrangements.

### PARKING

Valet parking is available for guests for an additional fee. Alternately, parking is located directly behind the hotel with access via Little Collins or Bourke streets.

### WHEELCHAIR ACCESS

Wheelchair access is available via a ramp on Spring Street. Our concierge team will be delighted to assist.

### AUDIO VISUAL

We have a range of preferred suppliers who are able to organise any AV requirements for your reception.

### PREFERRED SUPPLIERS

We are also delighted to recommend the services of our team of A-list suppliers, helping you bring together all the elements for your wedding day.

# THE WINDSOR

## MELBOURNE

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