

Your



Wedding

Moore Park Reception Centre

"The setting for the perfect wedding"



Moore Park Inn and Archie's on the Park is truly a distinctively grand location for your wedding celebrations and we are proud of our reputation as one of the New England region's leading venues. With beautiful spacious grounds and heritage-listed buildings that are rich with history, there exists at Moore Park a tranquil atmosphere of romance and elegance.

The friendly staff at Moore Park Inn make every wedding their highest priority. You can be assured that on your special day, and leading up to it, your celebration plans will receive the finest attention to detail. Every focus will be on creating the wedding of your dreams and making the day a most memorable occasion for you and your guests.

If you haven't already done so, please make an appointment to inspect our facilities first hand.

We look forward to meeting and planning with you!

Features of Moore Park

- ❖ Four acres of landscaped grounds and beautiful surrounding countryside
- ❖ Deluxe Bridal suite, with Breakfast Atrium & Spa Bath
- ❖ Boutique accommodation
- ❖ An elegant reception area seating up to 120 guests
- ❖ National Trust heritage-listed historical Homestead & Chapel built in the 1860s
- ❖ A lovely garden courtyard for pre-dinner drinks & hors d'oeuvres
- ❖ An accomplished team of Chefs offering a wide range of menus
- ❖ Superior, personalised service from professional and friendly staff
- ❖ An experienced management team to ensure your wedding day is a special and memorable day



Planning your Wedding

Planning a wedding and reception is a little daunting, but very exciting process. At Moore Park Inn we want to help you build the wedding celebrations you've always dreamed of and will never forget!

In the following pages we provide a guide that includes some tips on what's been done in the past, which details the bride and groom usually prefer to arrange and what Moore Park can offer you. You will also find important information on our menu options that have been diligently prepared by our Executive Chef and can be arranged to suit your requirements.

For further details on any topic don't hesitate to call our friendly staff or drop in to have a chat with us!

Venue Hire

Our Venue hire fee is applicable to all weddings at Moore Park Inn. This fee includes an experienced team to help you from time of booking to the big night. It includes reception set-up and clean-up as well as professional and friendly service and bar staff at your reception. It also allows photo opportunities on the beautiful grounds of Moore Park.

6 hour Room Hire (Archie's on the Park, Chapel Room & Garden area): \$800

Should the reception extend beyond this period of time, a labour surcharge of \$190 per hour will apply. All wedding receptions must conclude by midnight in order to comply with the terms & conditions of our Liquor License. An additional cleaning charge may apply where any damage has occurred. We do ask that confetti, soap bubbles, rice & glitter are not used.

The Venue hire fee includes reception table & chairs set-up, crockery, glasses, etc. Table linen are charged at \$2 per person. Chair covers and bows can be chosen by the bride with additional hiring charges. Decorations are usually organised by the couple, but the Moore Park team would be happy to assist (extra charges may apply).

Can we get Married at Moore Park?

Yes, you are welcome to be married on the grounds of Moore Park. There are a few options to choose from so please feel free to enquire. A Ceremony Fee of \$180 will apply to cover extra costs involved in the setting up of the location of your ceremony be it outside on the grounds or inside in case of rainy weather.

Room Set Up & Table Plan

There are many ways in which the area can be set for your special day. We suggest situating the Bridal Table along the windows next to the garden as this provides your guests with the best possible view of the Bridal Party. The cake table is usually set up adjacent to the Bridal Table and a cake knife is supplied when necessary. A gifts table can also be set up in a suitable position.

Once the numbers of guests are confirmed we can provide you with a draft table plan that has the suggested number of settings for each table. The tables are set with white linen table cloths & napkins. We do have a variety of candle options on offer and these can be discussed & viewed during one of our meetings. If you wish, ribbon can be tied in a bow around the napkin in a colour that suits your theme. This ribbon should be cut into at least 75cm lengths and dropped into Moore Park a week prior to your reception so the napkins can be rolled.

You are welcome to view the reception area when fully set up for another wedding prior to your date. This gives you an opportunity to get ideas and a feel for the room. Please ring in advance if you plan to view the venue.

In the event of inclement weather the Chapel Room or the actual Wedding Reception area can be utilised for arrival drinks and hors d'oeuvres.

Timing

Closer to the date we will sit down to work out the timing for your reception. As a guide, arrival drinks and hors d'oeuvres last for about one hour. It takes about 15-20 minutes to seat guests, so the food service generally commences about one and a half hours after the arrival time. The service and clearing of a two course menu usually takes one and a half hours and a three course menu, two hours. Delays can happen, but we do request you try to keep these to a minimum so food quality and service are not adversely affected. Again, this part of the arrangements is discussed in finer detail just prior to your reception.

Speeches

There are many different ways in which speeches can be presented and this is entirely your decision. We advise that you have the speeches after dessert so the food service is not interrupted and most people mingle after speeches therefore wasting desserts. Below is a suggested format that has worked well at receptions in the past:

- MC introduces Bridal Party
- Brief welcome – usually by your MC
- Grace – optional

After food service

- Toast to Bride & Groom by close family or personal friend
- Response by Groom and/or Bride and toast Bridesmaids
- Best Man's speech (responds on behalf of Bridesmaids)
- Main parents speech and closing
- Reading telegrams by Groomsmen
- Cutting of the cake and Bridal Waltz

Your Master of Ceremonies will be briefed on the evening's proceedings during a meeting which can be arranged closer to the date of the wedding. A public address system is available if required.

Flowers

Flowers and room decorations are a very personal item and usually organised by the bride & groom themselves to suit their theme. There are two local florists in Armidale that are recommended to speak to on this matter.

Rosemerin Florist: www.rosemerin.com
rosemerin@bigpond.com.au
 (02) 6772 4063

Di Leedham Florist: dileedham@gmail.com
 (02) 6771 2166

Wedding Cake

The wedding cake is also usually organised individually. Traditionally the cake is cut and presented on two large silver platters for the Bridesmaids to serve during coffee. However, if you wish to serve your wedding cake as dessert, our chefs will cut and individually plate up your wedding cake with a scoop of ice cream and berry coulis, for \$6.00 per head.

Amelia George: Rachel Portell 0448 772 860
www.aemeliageorge.com.au

Music

The Chapel Room is ideal for after dinner music with a jazz band, disc jockey or whatever type of entertainment you wish. We are more than happy to suggest various options to you, however we leave the organisation and payment of your preferred style of music in your hands. A grand piano is available if you wish to organise a pianist during dinner and the garden courtyard works perfectly for a string ensemble during arrival drinks.

Accommodation

Your guests will appreciate the benefit of peaceful and stylish accommodation adjacent to the reception area. You will find all of our rooms to be newly refurbished for your comfort and very spacious with fantastic views over the open acreage of the property. Moore Park Inn boasts a unique ambience of old-world charm that shouldn't be missed!

Where accommodation is required, we shall hold our motel rooms for your guests to make their reservations. The release of rooms to non-wedding guests is usually timed to be in line with your RSVP date. Guests will be required to book and secure with a deposit their accommodation well in advance.

Account Payment

Final numbers for catering are required one week prior to the reception. The food will be invoiced at this point and refunds for reductions in numbers cannot be accepted after this date. Settlement of this invoice is required one week prior to the wedding reception date. Cash, cheque by arrangement, direct credit and credit cards are accepted. Should you wish to settle via direct credit for the beverage account, bank details will be supplied and the invoice will not be deemed to be paid in full until funds are cleared. Please note a surcharge will be applicable to some credit cards.

Deposit

To secure your reservation, a deposit of \$800 is required as security for the booking. A receipt will be issued and this amount will be deducted from your account after the reception.

A booking cannot be guaranteed until this deposit is received.

Cancellations

All cancellations must be received in writing. If the wedding is cancelled then the following cancellation fees apply:

Notice of 12 months or more: 100% of your deposit will be refunded.

Notice of 6-12 months: 50% of your deposit will be refunded, subject to the date being resold.

Notice of 1-4 months: Deposit is non-refundable.

Notice of less than 1 month: 100% charge of the estimated catering costs.

Questions

If you have any questions whatsoever regarding this package, or if you just want to discuss your ideas please give us a call or make an appointment to come chat to us in person!

Essential to note:

It is essential that all details, including table setting, are finalised and supplied to our team at the latest 14 days before the wedding date.

- *Final menu and beverage choices are required 30 days prior to the reception.*
- *Final numbers are required 14 days prior to the function and shall be invoice at such date.*

Should you require our venue on the previous day before your reception date for setup and/or decorations, additional fees will apply.

Menu Options



Archie's on the Park wedding menus are designed so you can choose the style of menu you require, tailored to suit your budget. You will find on the following pages choices of entrée, main fare & dessert in separate price categories. All wedding menus are priced to include crusty damper rolls.

Please note that these menus serve only as a guide to the type of cuisine available. If you have any special requirements, questions or requests, you are welcome to contact us. We also provide a children's menu upon request.

Prices may vary due to availability and as a result of market value. If this situation should arise after your menu has been decided upon, you will be advised of this with the option to alter your menu choices.

These menus are costed to be served alternately. Should you require a menu with choice or wish to elect to serve a triple drop menu, your menu selection will require individual costing.

Final menu choices are required **30 days** prior to the reception. If not received at this time, your menu selection cannot be guaranteed.

Final numbers are required **10 days** prior to the function and shall be invoiced at such date.

All prices are GST inclusive.

Hors d'oeuvres

\$8 per person

Includes 3 styles of cold canapés, served on Blinis or in Mini Savoury Tarts, with hot Hors d'oeuvres of vegetarian mini spring rolls & samosas.

You may wish to offer an extended range of Hors d'oeuvres, choices of which are available upon request, and are subject to additional costing, once your choices are finalised.

Tea & Coffee served with Chocolate Fudge - \$6.00 pp

Entrées

\$14 per guest:

Chef's selection of soups:

- ❖ Leek and potato soup with bacon lardons
- ❖ Roasted Vegetable Soup
- ❖ Cauliflower & Parsnip Soup with Parmesan croutons
- ❖ Antipasto platter for one

\$16 per guest

- ❖ Braised beef and mushroom, served in a crispy pastry case
- ❖ Chicken Tikka Masala Skewers, served with a Greek Salad
 - ❖ Chicken & asparagus / mushroom crepe (seasonal)
- ❖ Warm Thai beef salad with a lime & lemongrass dressing

\$18 per guest

- ❖ Warm salad of lamb loin with a chilli-mint dressing
- ❖ Salad of warm smoked trout, potato, tomato & herbs
- ❖ King prawn fettuccini with lemon, chilli & garlic (60 quests of less)
- ❖ Seasonal smoked salmon with a tomato salad & caper confit

\$19 per guest

- ❖ Confit salmon served with goat's cheese cream on a fennel & celery salad
- ❖ Salad of thinly sliced rare eye fillet with a Dijon mustard mayonnaise, served with capers, lemon & salad leaves
- ❖ Pan seared ballotine of quail wrapped in Prosciutto, with a seeded mustard dressing & rocket leaves

Main Fares

\$30 per guest

- ❖ Breast of chicken pocketed with bacon & bocconcini finished with a roasted tomato jus
- ❖ Breast of chicken rolled in prosciutto on truffled mash, asparagus & a mustard sauce
- ❖ Lamb shanks braised in tomato, chickpeas & bacon served on creamed potato with preserved lemon & parsley gremolata
- ❖ Pan seared fillet of Barramundi, served on creamed potato & herb salsa

\$32 per guest

- ❖ Sage & Parmesan crusted Pork Cutlet with parsnip puree, apple compote & rosemary jus
- ❖ Char grilled porterhouse served on a bed of creamy mash potato & topped with a red wine jus (60 guests or less)
 - ❖ Roasted fillet of Atlantic salmon on a prawn risotto topped with a béarnaise sauce
- ❖ Chicken breast fillet with a smoked tomato & potato gratin served with a thyme jus
 - ❖ Chinese five spice duck breast on sautéed bok choy & saffron pilaf rice

\$35 per guest

- ❖ Fillet of Tuna with a warm Nicoise Salad
- ❖ Roasted scotch fillet served on a bed of creamed potato & topped with a red wine jus
 - ❖ Grain fed lamb loin rolled with a basil & pine nut stuffing, served with balsamic marinated tomatoes
- ❖ Breast of chicken stuffed with apricots & walnuts & finished with a white wine & tarragon sauce, served with whole roasted Chat Potatoes

\$38 per guest

- ❖ Rack of lamb; four cutlets served on either creamed potato or sesame infused sweet potato & topped with a red wine jus
 - ❖ Grilled Eye fillet served with your choice of accompaniments:
 - Whole roasted onions, button mushrooms, with a seeded mustard jus
 - Parsnip puree, caramelised onion & sautéed brussel sprouts
 - Potato gratin served on pepperonata with fresh sugar snap peas (seasonal)

Please choose your accompanying jus or sauce: Béarnaise sauce, Red Wine Jus, Thyme Jus

Desserts

Please note that most desserts are served with vanilla bean ice cream, however, please don't hesitate to contact us if you would like another choice.

\$14 per guest


- ❖ A trio of sorbet & ice cream

\$16 per guest

- ❖ Classic lemon tart
- ❖ Chocolate & hazelnut pudding, topped with a chocolate ganache
 - ❖ Sticky Date Pudding
 - ❖ Bread & Butter pudding, served with vanilla ice cream
 - ❖ Chocolate mousse
- ❖ Profiteroles filled with Grand Marnier crème patisserie & topped with your choice of either chocolate ganache or a caramel sauce
 - ❖ Fresh seasonal fruit salad, served in a brandy snap basket with sorbet
- ❖ Individual lemon & Cointreau cheesecake with spun toffee on a berry coulis
 - ❖ Tiramisu served with seasonal berries
 - ❖ Traditional Crème Caramel

\$18 per guest

- ❖ White chocolate & lemon panna cotta with balsamic marinated strawberries & hazelnut ladyfingers
- ❖ Poached seasonal fruit served on icing sugar meringue base with your choice of ice cream with a nougatine twist
 - ❖ Dark Chocolate Torte
- ❖ Soft centred dark chocolate fondant pudding (30 guests or less)



Function Beverages

Well-trained staff will be on hand to look after all your guest's beverage requirements throughout the duration of your reception.

Most receptions start with beer, light beer, non-alcoholic fruit punch and champagne or white wine. During the meal a red and a white wine are usually selected and served by beverage staff. In readiness for the speeches and toasts, champagne can be offered to guests or existing drinks are topped up.

The full restaurant wine list is available on request. Please note prices may vary due to supply and availability.

Sparkling Wines

Why Worry Sparkling Cuvée Brut \$28

Jansz Premium Cuvée \$38

White Wines

Mount Pleasant Elizabeth Semillon \$30

Cassegrain Chardonnay \$34

Ha Ha Sauvignon Blanc \$30

Red Wines

Camyr Allyn Merlot \$32

Yalumba Patchwork Shiraz \$35

Peter Lehmann Cabernet Sauvignon \$32

Beer & Spirits

Tooheys New, XXXX Gold, Hahn Light, Peroni \$7.00

Spirits \$7.00 - \$9.00

Non Alcoholic

Soft Drink \$3.00

Juice \$3.00