



Book Barn Fact Sheet

Please refer to your copy of the Bendooley Estate Terms & Conditions / Booking Agreement for Ceremony and Reception inclusions. The following information may also be helpful:

CEREMONY

- Bendooley Estate will provide a PA system with a cordless microphone, speaker and iPod dock. Your celebrant may prefer to use their own system.
- Please notify us of any specific requirements for your musicians, such as power outlets or seating, so these can be arranged prior to their arrival.
- Noise levels for musicians and celebrants will be adjusted at our discretion.
- Ceremony chairs are usually in place by midday on the wedding day. If you need them set up earlier for decorating, please advise Kelly.
- A "Ceremony this Way" sign will be placed at the gate to direct guests to the gardens. The gate opens 30 minutes before your ceremony, so please arrive at the Homestead on time.
- A water station with beverage dispensers and glassware will be set up in the garden beneath the oak tree before guests arrive for your wedding ceremony.
- Ceremony coordination on the day will be managed by the Bendooley Estate team. They will cue music and advise your wedding party when it is time to walk down the aisle.
- Confetti and biodegradable confetti are not permitted. Real tossing petals are allowed, but your florist must clean them up afterwards.

RECEPTION

- Florists are welcome to use the Floral Prep Room at the rear of the Book Barn at any time on the day of your wedding.
- Supplier access to the Book Barn for floral ceiling installations is available from 7:30am and must be completed by 9am. Your florist can access via the loading dock. Bump out for all florals and styling will be at the conclusion of the reception.
- Suppliers will have access to the Book Barn from 3:30pm on the day of your wedding. All vendors arriving at Bendooley Estate should enter the Book Barn through the rear door, located adjacent to the car park.
- The banquet tables are 2.4 metres long. All will be clothed in white linen with folded napkins, crockery, cutlery and glassware.
- Your wedding cake may be delivered to the Book Barn at any time that is convenient for you. It will be stored safely and placed on the round timber cake table at the entrance to the Book Barn for guests to admire as they arrive. Any leftover cake will be stored in the cool room for collection the following morning before 10am.
- The design and printing of menus, place cards and the seating chart is the responsibility of the couple.
- All styling including place cards and menus, is the responsibility of the florist / stylist or friend / family member.
- Candles are welcome to enhance the atmosphere of the Book Barn. Please ensure only enclosed candle holders are used. Kelly can confirm whether your chosen candles are approved for use in the venue.
- Wedding ceremony rehearsals are not permitted in the gardens. These are usually held at your accommodation the day prior to your wedding.
- Bendooley Estate will also provide –
 - One easel to display your seating plan, set up at the entrance to the Book Barn.
 - A lectern with a cordless microphone for speeches.
 - An Event Supervisor to manage your wedding, including working with your MC, ushering guests, managing the timeline and suppliers, and ensuring the evening runs smoothly.

Bendooley
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