



**Minter Gardens**

*Weddings*

2011

*ceremony*



*photos*



*reception*



Nestled against beautiful Mt. Cheam sits a work of art, a wonderful gathering of gardens so spectacular you want to linger as you take in all the different sights, sounds and fragrances.



Situated in the Fraser Valley, Minter Gardens offers a spectacular setting for your romantic garden ceremony, beautiful photos and exquisite reception.



Two romantic ceremony sites, with Marquis tents, offer elegance and charm in a relaxed garden setting.



Our 32 acre garden presents endless photo locations and provides your guests with the pleasure of strolling through the gardens.



Enjoy an elegant reception in one of our two Victorian style conservatories. Delicious meals, created by our Executive Chef and his team, are served by friendly, professional staff, adding to your unforgettable experience.

**Minter Gardens**

52892 Bunker Rd., Chilliwack, BC

Booking: 604-792-3799    Wedding Coordination: 604-794-5888

[www.mintergardens.com](http://www.mintergardens.com)

 **Wedding Ceremonies****Ceremony Sites & Rates**

Minter Gardens offers two beautiful ceremony sites, available from April to mid-October. Both locations feature stunning Garden views and beautiful white Marquis tents.

- **The Cedar Ridge Pavilion** – accommodates up to a maximum of 50 people  
Situated along our tranquil Nature Trail, the Cedar Ridge Pavilion offers an intimate setting for your ceremony. The ceremony rate includes: admission to the Gardens for all your guests (during the hours the Gardens are open), use of the pavilion for two hours, rental and set up of white bistro-style chairs, a white wrought iron table and chair set for signing your registry, transportation of décor or musical instruments to the site (by prearrangement only) and endless photo locations. Please note that there is no wheelchair access, power or microphone at this location.

Cedar Ridge Ceremony Fee:      up to 50 people      \$500

- **Meadow Garden Terrace** – accommodates from a minimum of 50 to a maximum of 175 people  
Spectacular Garden views are the backdrop for your elegant ceremony in the Meadow Garden Terrace. The ceremony rate includes: admission to the Gardens for the enjoyment of all your guests (during the hours the Gardens are open), use of the pavilion for two hours, rental and set up of white bistro-style chairs, white wrought iron table and chair set for signing your registry, a cordless microphone, electricity (one outlet with two plugs), transportation of décor or musical instruments to the site (by prearrangement only) and endless photo locations. A 50 person minimum applies for use of this location.

Meadow Garden Ceremony Fee:	50 - 74 people	\$ 950	125-149 people	\$1500
	75 - 99 people	\$1200	150-175 people	\$1650
	100-124 people	\$1350		

**Ceremony Time Schedules**

- Ceremonies are booked in two-hour time periods (as noted below), including all set up and decorating, the arrival and departure of your guests from this area and decoration removal. Ceremonies can be booked at the following times:
  - Meadow Garden Terrace 10:30am to 12:30pm, 1:30pm to 3:30pm or 4:00pm to 6:00pm
  - Cedar Ridge Pavilion 10:00am to 12:00pm, 12:30pm to 2:30pm or 3:00pm to 5:00pm
- As we often book more than one ceremony per day it is very important to select the period of time you would like to use. Out of respect to others, strict adherence to your scheduled time is essential. Should your ceremony exceed the two-hour time period there will be a \$100 penalty fee for every fifteen minutes you encroach on the following Couple's time period. The penalty fee will be paid directly to the following Couple as a consideration for their inconvenience.
- The ceremony locations are the only areas that have strict time schedules. You and your paid guests are welcome to enjoy the other areas of the Gardens for as long as you like during regular operating hours, either before or after the ceremony.

**Decorating the Ceremony Site**

- You are welcome to decorate the ceremony site. You must, however, do so within your two-hour time block. Please be aware that other wedding parties may be using this area on the same day so your decorations cannot infringe on their use of the ceremony site. The decorating guidelines set out in our Policies and Procedures section must be followed.

**Transportation of Guests**

- For ceremonies held in the Meadow Garden, we have a covered golf cart available for rent (\$100 plus HST). Please note that a member of our team will drive the cart. Use of the cart is limited to the two-hour time block of your ceremony and the cart must be pre-booked a minimum of 72 hours in advance.

For more details please see our enclosed Policies & Procedures page.

*Minter Gardens Wedding Details 2011. Please note prices are subject to applicable taxes and subject to change 04/10.*



# Wedding Receptions

## Reception Options

Minter Gardens has two elegant reception rooms accommodating groups from 50 to 225, each offering beautiful garden views and delicious menu options. There are a number of reception possibilities such as: dinner buffets, served sit down dinners, barbecue buffets, cocktail parties and luncheon buffets (in The Trillium Conservatory only from Monday through Saturday). Our reception facilities are available from April to mid-December.

- **Envision Garden Conservatory** accommodates 100 to 225 guests.
- **Trillium Banquet Room & Conservatory** accommodates 50 to 120 guests.

## Reception Details

- Minter Gardens has a highly experienced and professional catering staff that takes pride in the quality of their functions. They will ensure you and your guests have a memorable experience.
- Our Executive Chef and his team create delicious, fresh meals using herbs and garnish from our own garden.
- Tables are dressed in white linens and set with attractive china and cutlery.
- With the exception of wedding or specialty cakes, outside food and beverages may not be brought into the Gardens or reception facilities. Corkage events are respectfully declined.
- For couples booking a reception only, we are pleased to offer complimentary admission to the couple and up to 18 of their guests so that they may take wedding photos within the grounds. Photo sessions must be booked with our Events Coordinator and an alphabetized guest list must be received at least one week prior to the event.

## Reception Rates

- The cost of a reception is based on the relevant room charge, your catering selections and bar costs, SOCAN fees, a 15% service fee, HST and 10% provincial liquor tax (as applicable).
- The room charge for the Envision Garden Conservatory is \$400.00, and the room charge for The Trillium Conservatory is \$300.00. Please see our menu and bar sheets for meal options, beverages and pricing.
- **Food and Beverage Minimum Charges apply for receptions.**
  - On Fridays and Saturdays (and Sundays of long weekends) during the peak months of June through September and December, the Food & Beverage Minimum for the Trillium is \$2500 (\$1700 for luncheons) and for the Envision is \$5500.
  - At all other times, on Fridays, Saturdays and Sundays the Food & Beverage Minimum for the Trillium is \$1700 and for the Envision is \$3400.
  - Food & Beverage Minimums do not include room rentals, SOCAN fees, service fees or taxes.
- By law, if there is dancing or the playing of music, we must collect and remit a SOCAN fee (Society of Composers, Authors, and Music Publishers of Canada). The fees are respectively: Envision Conservatory \$61.69 without dancing and \$123.38 with dancing; Trillium Conservatory \$29.56 without dancing and \$59.17 with dancing. Fees are set by the SOCAN board and are subject to change and to HST.
- When a reception only is booked, access to the Gardens is not included in the pricing (with the exception of photos for the couple and up to 18 guests, as mentioned above). Our retail group rate applies to each guest if you wish to offer them entrance to the Gardens. Admission is permitted only during regular business hours.

## Decorating of the Reception Facility

- You are welcome to decorate the reception facility. Decorating can usually begin 2 hours prior to the reception start time, however, due to the nature of our business access to the full space may not be available at that time. The decorating guidelines set out in our Policies and Procedures must be followed.
- A selection of decorating items such as white wrought iron arches and floral standards may be rented through the floral department of our garden center. Please see the enclosed Floral sheet for the address and telephone number.

For more details please see our enclosed Policies & Procedures.



## Policies & Procedures

### **Ceremony Sites & Fees**

Our beautiful ceremony sites can be booked for a two-hour, pre-set, time period. The ceremony fee is applicable to everyone entering into the Gardens, including the bridal party, guests and most service providers (photographer, marriage commissioner, etc.). For more information on the ceremony sites and rates, please see our ceremony information page.

It is the responsibility of the client to advise the final guaranteed number for the ceremony, by noon, 72 hours or three business days prior to the event. If no guarantee is received, Minter Gardens will prepare and charge for the number of persons estimated on the contract or the actual number attending, whichever is greater.

If you need Minter Gardens' staff assistance with the transport of items (flowers, musical instruments, decor etc.) to the ceremony site, please notify the Event Coordinator at least one week in advance. Please note only the Meadow Garden Terrace has power, microphone and wheelchair access.

### **Guest Entry**

To provide your guests easy entrance to the Gardens for your ceremony, you will be provided with special colour coded admission tickets, which must be included in your wedding invitations. Please make sure to include the correct number of tickets required for each guest. In the event that your guests forget their entry ticket, we also require a guest list, in alphabetic order by last name. The guest list must be received one week in advance and include the bridal party, guests, and any service providers.

As the ceremony venues are a little distance from the entrance, we recommend that you advise your guests, particularly those who are elderly or have difficulty walking, to arrive in sufficient time to get to the ceremony site. Guests may need 5 minutes to get to the Cedar Ridge Pavilion and 10 minutes to arrive at the Meadow Garden Terrace. Please note that due to the unpaved path to the Cedar Ridge Pavilion wheelchair access is not possible.

When a reception only is booked, access to the Gardens is not included in the pricing; an additional per person admission charge will apply. Access to the Gardens is only available during regular operating hours.

### **Receptions**

Our two conservatories provide elegant spaces for your reception. The cost of a reception is based on a room charge, your catering selections and bar costs, SOCAN fee, plus a 15% service fee, HST and 10% provincial liquor tax (as applicable). Food and beverage minimums apply for all receptions; these minimums do not include room charges, SOCAN fees, taxes or service fees.

Your reception may take place in the Envision Conservatory between 6:00pm and 1:00am or in the Trillium Conservatory between 5:30pm and 1:00am. Afternoon receptions may be available in the Trillium Conservatory from 11:00am to 3:00pm Monday through Saturday only. Access for decorators and vendors is available 2 hours prior to the reception start time; however, due to the nature of our business access to the full space may not be available at that time. For more information on receptions and pricing, please see our Reception information page.

### **Food & Beverage**

With the exception of wedding cakes, all food and beverages served must be provided by Minter Gardens. Banquet food is not permitted to leave the reception facilities.

In order to guarantee your selections, please provide your menu and wine choices to our catering department no later than 4 weeks prior to your event. The client is responsible for making sure this information is received on time. One set menu is required for all guests. Modifications to menus must be prearranged with our catering department before the event. Certain dietary substitutes may be made with prior requests. Requests made during an event, however, will be subject to a charge. Children between the age of 6 and 12 are billed at 50 percent of the buffet menu price. For children aged 5 and under, there is no cost for the buffet meal. Regular, per person pricing applies for all 'plated' meals (non-buffet) served to children.

It is the responsibility of the client to advise the final guaranteed number for the reception to our Events Coordinator by noon, 72 hours or 3 business days prior to the event. If no guarantee is received, Minter Gardens will prepare and charge for the number of persons estimated on the catering contract or the actual number attending, whichever is greater.

In accordance with BC liquor laws, all alcoholic beverages must be purchased by Minter Gardens through the BC Liquor Distribution Branch, and consumed in licensed areas. Liquor service is not permitted after 1:00am Monday to Saturday and 12:00am on Sundays and holidays respectively. Corkage fees are respectfully declined due to the BC liquor laws. Bar costs are not included in menu pricing.

## Music

By law, if there is dancing or the playing of music we must collect and remit a SOCAN fee (Society of Composers, Authors, and Music Publishers of Canada). The fee for the Envision Conservatory is: \$61.69 without dancing and \$123.38 with dancing. The fee for the Trillium Conservatory is \$29.56 without dancing and \$59.17 with dancing. All fees are subject to HST. Based on our liquor license all music must stop at midnight.

## Rehearsals

Our ceremony locations may be booked for rehearsals for one hour at no charge. Complimentary admission is limited to members of the bridal party, parents and the marriage commissioner, to a maximum of 20 people. Additional guests will be charged entry admission. A rehearsal time must be booked within our normal operating hours and charges will apply if a rehearsal runs beyond normal hours of operation or exceeds one hour in length. Due to the number of ceremony bookings, rehearsals cannot be booked on Friday or Saturday (or Sunday of long weekends). Please note that our staff members do not participate in the rehearsal.

## Non-Exclusivity

Minter Gardens is a public venue and is under no obligation to close off any area of the Gardens to accommodate a wedding, and regular visitor traffic in the Gardens must not be impeded. We do not guarantee that other events will not be booked in Minter Gardens on the day of a ceremony or reception. The reception facilities will often host two functions at time but the venues are separate and secure and each has their own washroom area.

## Holding a Date

Minter Gardens will 'hold' a date, without a deposit, for up to two months. Please let us know if you no longer need the date. A 'hold' does not guarantee you the date. We will make a reasonable attempt to contact you if someone else is ready to proceed with booking this date. You will have 24 hours to decide whether to secure the date by putting down a deposit or to release the date to the other party. Please ensure we have your current contact information. A signed contract with a deposit and a valid credit card number is required in order to secure a booking.

## Deposit and Payments

The date requested will not be reserved until a deposit and a signed contract have been received and processed by Minter Gardens. The amount of deposit is as follows:

Ceremony		Reception	
Cedar Ridge Pavilion	\$250.00	Trillium Restaurant & Conservatory	\$1000.00
Meadow Garden Pavilion	\$500.00	Envision Conservatory	\$1500.00

Full payment of the estimated cost, less the amount of the deposit already paid, is required at least one month prior to the wedding. Collectively the "estimated cost" includes the ceremony, food & beverage costs, rental charges, taxes and service charges.

Based on the final requirements the remaining balance owed by the Couple must be paid on or before the day of the wedding by Visa, Mastercard, American Express, cash or Interac. In the case of over payment, a refund will be supplied within two weeks following the event in the form of a cheque or a credit card refund, depending on the initial payment method.

In the event that the remaining balance is not paid by the end of the wedding day, or if there are additional damages or clean-up charges, Minter Gardens will process any outstanding amounts on the credit card on file. Prior to processing such amounts, we will make a reasonable attempt to contact the credit card holder.

## Cancellation

In the event of a cancellation made 6 to 12 months prior to the wedding date, Minter Gardens will refund 90% of the deposit to the Couple.

In the event of a cancellation made less than 6 months prior to the wedding date, no portion of the deposit will be refunded unless Minter Gardens is able to rebook the date, in which case we will refund 80% of the deposit to the Couple.

Requests for cancellation will not be considered until Minter Gardens receives the cancellation request in writing and signed by the Couple. Weather is not a valid reason for a cancellation. Minter Gardens will not refund any money due to weather.

## Deliveries & Set Ups

By pre-arrangement Minter Gardens will accept delivery of materials required for your function, no earlier than one day prior. All items must be clearly labeled with the function date and name of the host. Minter Gardens cannot be held responsible for any items that are lost or damaged.

## **Decorating**

You are welcome to decorate the ceremony site and the reception facility. For the ceremony, you must decorate within your two-hour time block. Please be aware that other wedding parties may be using this area on the same day so your decorations cannot infringe on their use of the ceremony site. Decorating of the reception facility may begin 2 hours prior to the reception start time. Due to the nature of our business, however, complete access to the full space may not be available all at one time. Please remember:

- The use of confetti, rice and rose petals is prohibited on the grounds and in the reception area.
- Only enclosed candles can be used.
- No items may be affixed to the walls, ceilings, posts or doors with nails, tape, glue or staples.
- No vehicles are permitted in the Gardens.
- Please note Minter Gardens staff members do not 'decorate' the facilities.
- There will be \$150 cleaning charge for failure to comply. We appreciate your cooperation.

## **Wedding Cakes**

As Minter Gardens does not have a bakery department wedding cakes must be purchased through outside vendors. After the Couple's wedding cake presentation, at no extra charge, our team will be happy cut pieces and arrange them on platters for guests to help themselves. A \$2 per person charge applies only should you wish to have cake plated and served individually to each of your guests.

## **Additional Costs**

We try to tailor your event to your individual requirements, so there may be additional costs, depending upon the circumstances of your wedding. Details may be discussed with our Events Coordinator.

## **Facility Damage**

The Couple will be responsible for any damage to Minter Gardens' property during their event and is responsible for the actions and/or conduct of their guests.

## **Restrictions**

The Couple and their guests are permitted to enter only the designated portion of the Gardens after regular closing hours. In the event of a breach of this term, the Couple will take responsibility for any resulting injury or damage.

Neither the Couple nor their guests are permitted to bring any alcoholic beverages onto the property or to take alcoholic beverages purchased at Minter Gardens outside the designated consumption areas as outlined by the Liquor Control Board. In the event of a breach of this term, the Couple will take responsibility for any resulting injury or damage.

## **Limitation of Minter's Liability**

The Couple are responsible to ensure that the Couple and their guests:

- Act responsibly regarding the consumption of alcohol and do not drive a motor vehicle if his or her ability to do so is impaired by alcohol or drugs
- Do not consume alcohol in the Gardens, parking lot, or any part of Minter Gardens that is not licensed for liquor consumption
- Do not use any intoxicating or illegal substance in any area
- Do not provide alcoholic beverages to a person under 19 years of age
- Do not enter the Gardens after regular hours of operation

Minter Gardens is not liable for loss or damage to goods, property or equipment brought onto the property by the host or their guests. The Couple will indemnify and save Minter Gardens harmless from liability for the Couple's failure to ensure that the Couple and their guests comply with the conduct required.

## **Policy Violations**

Minter Gardens reserves the right to inspect and monitor all events and to discontinue service in the event that a violation of any facility policy or provincial law occurs. In any such case the host is still liable for any outstanding balances.

## **Minter Gardens Contact Information**

Location address:	Wedding Bookings:	604-792-3799
52892 Bunker Rd.	Event Coordination:	604-794-5888
Chilliwack, BC	Fax:	604-792-8893
Exit #135 off Highway #1	Email:	mail@mintergardens.com
Web: mintergardens.com		





Let our talented florists custom design your wedding flowers to suit your needs and budget.

Country Garden, an affiliate of Minter Gardens, is a retail garden center with a full service floral shop. To make an impression with flowers, have all your wedding bouquets, corsages, boutonnieres and table centers designed by our creative florists and delivered to Minter Gardens in time for your wedding. Your flowers will be kept in our coolers at the Gardens to ensure that they are at the peak of freshness for your wedding.

### **Flowers**

Select from our full colour catalogues or bring in a picture of your 'dream' for us to re-create. We are fully versed in wedding floral traditions, so if you're not sure what you will need, we will be happy to make suggestions.

### **Price**

Everyone's idea of what they need for flowers varies, however, a bride can expect to spend about 20 - 25% of her floral budget on her own bouquet. No matter what your budget, we can work with you to achieve the best possible floral arrangements for your very special day!

### **Remember**

It is a good idea to order your flowers early (if possible, three to four months in advance) to allow time for ordering special items. However, even with only a few days notice, we can design your flowers just the way you want them. Bring in a checklist to ensure that nothing is overlooked. The florist will need to know the size of the wedding party, the number of corsages and boutonnieres required and what ceremony decorations, such as pew markers, will be needed. Be sure to bring swatches of fabric or belts from the bridesmaids' and mothers' dresses for colour matching.

### **Checklist**

Bouquets: Bride, Maid of Honour, Bridesmaids, Flower Girls

Boutonnieres: Groom, Best Man, Groomsmen, Ushers, Fathers, Grandfathers, MC, Pastor

Corsages: Mothers, Grandmothers, Musicians, Guest Book Attendant, Candle Lighters

Special Items: Ring Bearer Pillows, Altar Arrangements, Toss Bouquet, Hairpieces, Pew Markers

Reception Items: Centerpieces, Head Table Arrangements, Washroom Arrangements

### **Rentals**

Several unique rental items, including white wrought iron arches & floral standards add glamour and enchantment to your very special day.

### **Minter Country Garden**

10015 Young Rd. N.  
Chilliwack, BC V2P 4V4  
Floral 604-792-0111