



# THE WINDSOR

## MELBOURNE

### WINDSOR PACKAGE

Chef's selection of canapés, served for 30 minutes  
Three course menu with alternating entrée, main and dessert  
Classic beverage package for the duration of your lunch / dinner  
Your wedding cake, cut and served on platters  
Tea, coffee and chocolates  
Large wrought iron candelabras with candles as centrepieces

### COMPLIMENTARY INCLUSIONS

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

White-skirted bridal table  
Two fresh floral arrangements, fitting with your theme  
Parquet dance floor  
Complimentary wedding night in a suite with breakfast for the bridal couple



## ADDITIONAL OPTIONS

Antipasto platter

Australian cheese selection

Children's meals (aged 4 - 12) with main, dessert & soft drink

Band meals with entrée, main & soft drink

Menu tasting for up to six guests  
*including 3 entrées, 3 mains & 3 desserts with selected wines*

Champagne on arrival  
*first half hour for guests, unlimited champagne for the wedding couple*

Champagne all-night

Beverage package upgrade to Windsor or Royal package

Beverage service extension of 30 minutes to the Classic, Windsor or Royal package

# THE WINDSOR

## MELBOURNE

### ROYAL PACKAGE

Chef's selection of canapés, served for 30 minutes  
Three course menu with alternating entrée, main and dessert  
Royal beverage package for the duration of your lunch/dinner  
Your wedding cake, cut and served on platters  
Tea, coffee and chocolates  
Large wrought iron candelabras with candles and flowers OR  
a lush floral arrangement as centrepieces  
Tiffany chairs

### COMPLIMENTARY INCLUSIONS

Personalised menu cards  
Cake table with silver cutting 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

White-skirted bridal table  
Two fresh floral arrangements, fitting with your theme  
Parquet dance floor  
Complimentary wedding night in a suite with breakfast for the bridal couple  
1st Year Anniversary accommodation in a suite  
A complimentary menu tasting  
A DJ for the duration of your reception



## ADDITIONAL OPTIONS

Antipasto platter

Australian cheese selection

Children's meals (aged 4 - 12) with main, dessert & soft drink

Band meals with entrée, main & soft drink

Menu tasting for up to six guests  
*including 3 entrées, 3 mains & 3 desserts with selected wines*

Champagne on arrival  
*first half hour for guests, unlimited champagne for the wedding couple*

Champagne all-night

Beverage package upgrade to Windsor or Royal package

Beverage service extension of 30 minutes to the Classic, Windsor or Royal package

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## MELBOURNE

### AFTERNOON TEA PACKAGE

Canapés, ribbon sandwiches, patisserie & scones with strawberry jam & double cream, served on a three-tiered silver stand

A Classic beverage package for the duration of your afternoon tea

Your wedding cake, cut and served on platters

Tea & coffee

### FOR WEEKEND RECEPTIONS

A dessert buffet with cakes, delicate French pastries & a chocolate fountain

### COMPLIMENTARY INCLUSIONS

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 your wedding night

Your personal venue wedding planner

### FOR BOOKINGS OF 100 GUESTS OR MORE

White-skirted bridal table

Two fresh floral arrangements, fitting with your theme

Parquet dance floor

Complimentary wedding night in a suite including breakfast for the bridal couple\*

1st Year Anniversary accommodation in a deluxe room



## ADDITIONAL OPTIONS

Chef's selection of canapés

Antipasto platter

Australian cheese selection

Children's meals (aged 4 - 12) with main, dessert & soft drink

Band meals with entrée, main & soft drink

Menu tasting for up to six guests  
*including 3 entrées, 3 mains & 3 desserts with selected wines*

Champagne on arrival  
*first half hour for guests, unlimited champagne for the wedding couple*

Champagne all-night

Beverage package upgrade to Windsor or Royal package

Beverage service extension of 30 minutes to the Classic, Windsor or Royal package

# THE WINDSOR MELBOURNE

YOUR WEDDING STARTS HERE...



## 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 classic wedding.



## THE BOURKE ROOM

Dinner & dance 180 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.



## WALLIS & ED

Long banquet tables 40 guests  
One long table 24 guests

Modern & industrial chic, Wallis & Ed features large windows and its own private bar. An alfresco area has celebrations taking place outdoors on balmy nights.

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

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## MELBOURNE

### 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.

#### Guest Accommodation

Bed and a good night's rest are not too far away once the celebrations are over. We are delighted to extend special accommodation rates to guests on the wedding night. Please enquire with our wedding team.

#### Venue Access

Venue access is granted to suppliers two hours prior to the start time of your event. Please speak with our wedding team should you require other arrangements.

#### Parking

Valet parking is available for guests for an additional fee. Alternately, Wilson Parking is located just behind the hotel with access via Little Collins & 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 audio visual 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!