

SWANESET FREQUENTLY ASKED QUESTIONS

WHAT ARE THE RESOUND AND SOCAN FEES?

These fees are music levy's that the federal government charges for every event that plays music. The total charge is a flat fee of \$90.12 if you have dancing, and \$45.02 without dancing.

WHAT IS INCLUDED IN THE MINIMUM SPENDING REQUIREMENT?

The room rental, ceremony fee, AV rental, cake cutting fee and all food and beverage ordered for the wedding will go towards the minimum. Cash bar sales, statutory holiday labour fees, time extension labour fees and chair removal fees do not go towards the minimum. Please note, the minimum spending requirement does not include tax, 10% gratuity and 8% facility fee.

WHY IS THE SERVICE CHARGE SPLIT BETWEEN GRATUITY AND FACILITY FEE?

This allows Swaneset to distribute the service charge to all employees involved in servicing the event.

WHAT TIME CAN MY VENDORS ARRIVE?

Access times for vendors is 4 hours prior to either your ceremony start time or your guest arrival time (if your ceremony is offsite). If you require additional time for your vendors, we can arrange this. There is a charge of \$350 per additional hour if this has been prearranged.

WHAT TIME DO MY VENDORS NEED TO BE OFF THE PROPERTY AFTER MY EVENT?

Vendors have one hour after the "guest out time" on your contract for take down. They must be out of the building and off of the property at this time. If your vendors are late departing, a charge will apply.

CAN MY FLOWER GIRL TOSS PETALS?

Swaneset does not allow large amounts of petals to be used as décor as they make for a very timely clean-up, and usually do not appear tidy for the duration of the event. The flower girl is welcome to toss small amounts of petals while they are walking down the aisle.

WHEN DO YOU REQUIRE MY FINAL GUEST COUNT?

The final guest count is required 14 days prior to your wedding. The number you provide on your booking contract, is just an estimate. Once we are 14 days out, we do require a count of baby's (0-3), kids, (4-12), adults (over age 12) and vendors. At this point, you will be charged for the guest count you provide (even if fewer guests attend). If you have additional guests you need to add, please let your Swaneset Event Manager know ASAP and she will let you know if we can accommodate.

IS THE GOLF COURSE OPEN DURING WEDDING CEREMONIES?

The golf course and restaurant is open for golfers and diners on wedding days. During the processional for outdoor wedding ceremonies, we will have staff block the cart paths around the ceremony location; we will also shut down the putting green near the wedding ceremony locations.

WHERE DO MY GUESTS GO FOLLOWING THE CEREMONY?

Following the ceremony, your guests can go up to the Grand ballroom for the cocktail reception. They can use the large outdoor staircase that will lead them to the largest balcony (Sunset Patio) by the bar in the ballroom. For guests that would prefer to use the elevator, they can use the guest elevator in the clubhouse. The cocktail area will be set up by the bar in the ballroom and if weather permits, on the Sunset Patio.

SWANESET FREQUENTLY ASKED QUESTIONS

DO YOU ALLOW INDOOR COLD SPARKLERS?

Swaneset does not allow indoor cold sparklers or any form of indoor fireworks.

WHAT IS THE SIZE OF HEAD TABLE?

We will set the head table for 2 feet per person. Example, if you have 10 people at the head table, it will be 20 feet long, and 2.5 feet deep.

HOW MANY GUESTS CAN SEAT AT EACH TABLE?

The guest table are 6 foot rounds (we do not have rectangle tables available for guest tables). You can seat up to 10 guests per table (11 guests if there is a baby that does not require a place setting).

DOES SWANESET PROVIDE ANY DÉCOR ITEMS?

Swaneset does not provide any décor items.

IF THERE IS LEFT OVER FOOD CAN I TAKE IT HOME?

For food safe reasons, Swaneset cannot allow food to be taken off of the property (with the exception of wedding cake that has been brought in).

IS THERE A CAKE CUTTING FEE?

If you would like Swaneset to cut and serve your wedding cake, there is a charge of \$3.50 per person/piece . If you would like to do this on your own, Swaneset will supply you with the plates and forks and service staff for clearing for \$1.50 per guest. Please note, the latest Swaneset will provide cake cutting is 10:00pm.

DO YOU PROVIDE A PROJECTOR AND SCREEN?

Swaneset no longer offers a projector and screen. You are welcome to bring this in. We do offer use of the television at the bar for slideshows. The cost for this is \$200.

DO YOU PROVIDE FOR A SOUND SYSTEM IN THE BALLROOM?

Swaneset provides one wireless mic for your emcee/speeches. All other sound equipment must be brought in.

CAN I HAVE LIVE MUSIC FOR MY CEREMONY?

Yes live music is welcome. If your ceremony is outdoors, Swaneset can supply a large umbrella for the musicians if required. Musicians are required to bring in their own sound equipment and cords.

CAN I HAVE A LIVE BAND FOR MY RECEPTION?

Yes live bands are welcome. They usually set up to the left of the head table (if you are looking out the large windows). Musicians are required to bring in their own sound equipment and cords.

CAN YOU PROVIDE A HALAL BUFFET?

Yes, Swaneset can provide a Halal buffet. There is an additional cost of \$6 per guest, as the pricing from our Halal butcher is higher than our standard contracted butcher.

SWANESET FREQUENTLY ASKED QUESTIONS

ARE PETS WELCOME FOR THE CEREMONY?

Yes, pets are welcome for the ceremony portion of the day. They must leave following the ceremony and cannot be left in the bridal room or parking lot.

WHAT STYLE OF CHAIRS DO YOU PROVIDE FOR THE OUTDOOR CEREMONY AND INDOOR RECEPTION?

Swaneseet provides white, wooden folding chairs for outdoor ceremonies. For the reception, we provide a full fabric, grey banquet chair. You are welcome to bring in rental chairs if you would prefer. For the reception, there would be a \$200 chair removal fee. Your décor/rental company is responsible for delivering these to the ballroom and placing them around that tables and putting the cushion on them (if applicable). At the end of the evening, they do need to be removed from the ballroom.

CAN WE HAVE A WEDDING REHEARSAL AT SWANESET?

Yes, there is an optional, complimentary ceremony rehearsal included with all ceremony bookings. Rehearsals are typically held Monday to Thursday and may not be booked more than 6 weeks before the wedding date as they are based on availability of the venue. We cannot guarantee the location of your rehearsal and availability is subject to Clubhouse events.

IS PARKING INCLUDED?

Complimentary parking is available in the Main Parking lot. Guests are not permitted to park in the Members area. Guests are welcome to leave cars parked overnight. The front gates do get locked and will be unlocked the following morning. Guests are not permitted to sleep in their vehicles overnight.