



Terms and Conditions - Wedding Venue Hire

Thank you for partnering with Kianinny for your upcoming wedding. Drawing on decades of hosting experience, we have outlined these terms and conditions to clearly define what is included in your hire and outline your responsibilities as the Hirer. If you have any questions or need clarification, please contact our team at (02) 6494 1990 prior to signing this agreement.

Confirmation of Booking

To secure your wedding date at Kianinny, a \$1,000.00 deposit is required within 7 days of booking. Please note that this deposit is strictly non-refundable and non-transferable.

Hire Period

Arrival for the Hirer and their guests is permitted no earlier than 3:00 pm on Friday, with departure strictly required by 10:00 am on Monday. Access to the venue outside of these designated times is prohibited unless expressly authorised by Kianinny. All delivery, removal of equipment, venue setup, and cleaning must be finalised within this specified hire period. Please be advised that any requests for extensions or modifications to the hire period may result in additional charges.

What Is Included in Your Venue Hire at Kianinny

Package Inclusions Your event contract includes access to the following venue features, amenities, and accommodations:

Ceremony Your choice of Lakeside, Bush or Beach Ceremony. 30 ceremony chairs to be supplied. **Reception** Exclusive access to the Lakeside Pavilion, Bush Pavilion, or both, as specified in your individual quote.

Bar & Staffing Full bar hire accompanied by venue-provided, RSA-qualified service staff. **Furnishings & Linen** Tables, chairs, and white tablecloths.

Site Accommodation Access to all 21 onsite cottages.

Accommodation Terms & Minimum Commitment

Minimum Requirement A minimum accommodation charge applies based on the full booking of all 21 cottages for a minimum 2-night stay (calculated at 2 adults per cottage).

Payment Options Accommodation fees may either be covered in full by the Hirer or processed individually by guests upon booking.

Exclusive Guest Benefit As part of your exclusive wedding package, guests receive a complimentary third night. Guests paying for Friday and Saturday night receive Sunday night at no additional charge.

Exclusions & Additional Services

The following items and services are not included in the standard package base rate: Food, alcohol, and beverage supplies
Audiovisual (AV) equipment and sound systems
Event styling, florals, and decorations



Security Bond

A Security Bond of \$1,000.00 will be included on your final invoice. Kianinny reserves the right to withhold funds or make deductions from this bond in the event of any loss, damage, or excess cleaning costs caused by the Hirer, guests, or third-party suppliers/contractors. Deductions may apply, but are not limited to, the following:

- Damage to structures, facilities, fixtures, fittings, or landscaping
- Loss, theft, or damage to venue-owned hire equipment and inventory
- Excessive waste, litter, or mess requiring supplementary cleaning services beyond standard allowances (including, but not limited to, cigarette butts, bottles, and cans left across the grounds)

The Hirer assumes full responsibility for ensuring the property grounds and facilities are maintained in a clean and orderly state throughout and at the conclusion of the event.

Any balance of the security bond after allowing a reasonable estimate of such loss or damage (if any) shall be refunded to you within 14 days by electronic bank transfer. Should any charges need to be discussed, refund of the bond may be delayed. If the security bond is insufficient to pay for such loss or damage, an invoice will be issued for additional charges.

Payment of Fees

Deposit - Non-refundable \$1,000 due to secure your date within 7 days of booking.

50% of the estimated invoice - Payable 3 months out from the check in date.

Full Payment - Payment of the remaining balance and security bond is due no later than 7 days prior to your wedding date. Invoices will be issued in line with these dates; prompt payment is appreciated. Should payment not be received within these timelines, Kianinny reserves the right to retain any money paid and cancel the venue hire. It is the responsibility of the Hirer to ensure payment is made in a timely manner. If you anticipate any delay in payment, please contact us immediately to discuss suitable arrangements.

Prices

All prices quoted are inclusive of GST. Prices are correct at the time of printing and are subject to change without notice. However, any change in price will be communicated as soon as possible.

Please refer to your quote for applicable pricing at the time of booking.

Conduct/Terminating the Occupancy

Kianinny reserves the right to terminate the occupancy without notice for breach of these Terms and Conditions. Kianinny staff are empowered to act as deemed necessary for the proper conduct of the stay.

Insurance

Kianinny will not accept responsibility for damage or loss of personal property or merchandise left on the premises prior to, during or after any event.



Smoking and Vaping Policy

Smoking and vaping are strictly prohibited inside all indoor venues, cottages, and facilities at Kianinny Bush Cottages.

Designated Smoking Area A single designated smoking area will be established for the duration of the event. The Hirer is required to instruct their Master of Ceremonies (MC) to announce this location to guests and remind them that this policy must be strictly adhered to throughout the event. **Disposal & Grounds Clean-Up** All guests must utilise the ashtrays provided. The Hirer and their guests are responsible for ensuring that all cigarette butts and related litter are collected and disposed of prior to departure. This applies to both the central event space and the grounds surrounding individual cottages.

Bond Deductions Any supplementary grounds cleaning or litter removal required after checkout will result in applicable fees being deducted from the Security Bond.

Cancellation by the Hirer

All cancellation requests must be submitted in writing via email to info@kianinny.com.au. Cancellation fees are calculated based on the notice period provided prior to the scheduled arrival date and are subject to the following terms:

More than 365 Days (12+ Months) Notice: All payments received to date will be refunded, excluding the initial \$1,000.00 non-refundable deposit.

6 to 12 Months Notice: A cancellation fee equivalent to 25% of the total estimated quote/invoice (or the venue hire fee, whichever is greater) will apply, in addition to the forfeiture of the \$1,000.00 non-refundable deposit.

3 to 6 Months Notice: A cancellation fee equivalent to 50% of the total estimated quote/invoice will apply, in addition to the forfeiture of the \$1,000.00 non-refundable deposit.

Less than 3 Months Notice: A cancellation fee equivalent to 100% of the total estimated quote/invoice will apply, in addition to the forfeiture of the \$1,000.00 non-refundable deposit.

Emergency & Evacuation Procedures

To ensure guest safety and facilitate emergency planning, final guest numbers must be confirmed in writing no later than fourteen (14) days prior to your event date.

Kianinny maintains a comprehensive Emergency and Evacuation Plan. The Hirer is responsible for reviewing these procedures prior to the event, accessible at any time via our website www.kianinny.com.au.

Cleanliness

The Hirer is required to return all utilised facilities and event areas in a clean, orderly state, restored to their original pre-hire condition prior to vacating the property.

Failure to maintain a reasonable level of cleanliness will result in supplementary cleaning charges, which will be withheld from the Security Bond.

If total cleaning, restoration, or remediation costs exceed the \$1,000.00 Security Bond amount, the Hirer assumes full liability for the remaining balance and will be invoiced accordingly with payment due upon receipt.



Rubbish

All rubbish must be removed by the Hirer prior to checkout at 10:00 AM. Failure to do so may incur additional cleaning charges deducted from the Security Bond.

Setup, Pack-Down & Access Times

The Hirer assumes full responsibility for the setup and pack-down of all hired areas. All preparation and removal activities must be completed strictly within the agreed hire schedule. **Setup Access** The venue will be accessible for setup commencing at 3:00 PM on Friday. **Wildlife Advisory & Decorating** Due to the open-air nature of the venues, local wildlife (including possums) may access the spaces overnight and cause damage. To mitigate risk, the Hirer is strongly advised to install all breakable, fragile, or botanical decorations on Saturday morning. **Venue Preparation** Kianinny staff will dress the reception tables with standard linens by 7:30 AM on Saturday, after which table styling may commence.

Pack-Down Deadlines

Sunday by 1:00 PM All personal decorations, floral arrangements, and wedding equipment must be entirely removed from the Bush Pavilion and Lakeside Deck.

Monday by 9:00 AM: Any externally hired furniture, tables, chairs, or third-party equipment must be collected from the premises.

Responsible Service of Alcohol (RSA) & Licensing Conditions

Kianinny operates in strict compliance with state liquor licensing regulations. All venue bar personnel hold current RSA certification and reserve the right to refuse service to any individual who is under 18 years of age or who demonstrates signs of intoxication.

Service Duration & Curfew Standard package inclusions cover up to five (5) consecutive hours of bar service, plus one (1) cocktail hour if requested, concluding strictly by 11:00 PM. Additional service hours may be arranged within the contract period, provided bar service does not extend beyond the strict 11:00 PM curfew mandated by state licensing restrictions.

Permitted Beverages Service is restricted to beer, wine, cider, soft drinks, ready-to-drink (RTD) spirits, and premixed cocktails. Cans are preferred, but bottles are also acceptable.

Alcohol, Controlled Substances & Behavioural Standards

Kianinny is committed to maintaining a safe, secure, and respectful environment for all guests, staff, and contractors.

Controlled Substances Illicit drugs and illegal substances are strictly prohibited anywhere on the Kianinny property.

Alcohol Service & BYO Restrictions All alcohol consumed within designated event spaces must be managed and served exclusively by venue-approved, RSA-certified personnel. Personal bring-your-own (BYO) alcohol is strictly prohibited within event areas. Guests are permitted to consume personal alcohol responsibly within the private confines of their assigned cottages only.

Behavioural Expectations Aggressive, abusive, or violent behaviour toward staff, vendors, or other patrons will not be tolerated under any circumstances.



Enforcement & Termination Venue management reserves the right to take immediate corrective action in response to behavioural violations or policy breaches, up to and including the immediate termination of the event and eviction from the property. In such instances, all fees, payments, and Security Bonds will be forfeited in full without entitlement to a refund.

Decorations & Installation

The Hirer must obtain prior approval from Kianinny before attaching, hanging, or affixing any decorations to any internal or external venue surfaces (including walls, woodwork, fixtures, or structures).

Removal & Compliance All decor, signage, and styling elements must be completely removed by the conclusion of the agreed hire period, or in accordance with specific instructions provided by venue management.

Surface Protection The use of nails, screws, staples, or damaging adhesives is strictly prohibited to prevent property damage.

Media Release & Promotional Use

The Hirer grants Kianinny permission to use and publish event photographs taken on the property for business promotion and marketing purposes.

Usage Scope Authorised usage includes, but is not limited to, official promotional materials, printed brochures, magazine features, digital media, company websites, social media platforms, and sample albums.

Intellectual Property & Rights The Hirer acknowledges that no royalties or compensation will be due for the promotional use of these images.

Key Return & Replacement Policy

Keys must be returned at the conclusion of the hire period via the designated Key Return Box outside Reception, dropped off directly at the Office, or left clearly visible on the dining table within your assigned cottage. A fee of \$12.00 per missing key will apply for unreturned or lost keys and will be deducted from the Security Bond.

Noise Compliance

In accordance with Bega Valley Shire Council licensing regulations and out of respect for local residents and onsite management, a strict noise policy applies across the property: **11:00 PM**

Sound Curfew All music, DJs, and live entertainment must cease completely by 11:00 PM.

Event Security Requirements

Dedicated professional security to ensure a safe, seamless evening celebration for you and your guests. This service is a requirement of Kianinny, and is all included in the venue hire. Service typically runs from 8:00 PM to 12:00 AM, tailored to your event schedule.



Open Flames & Candle Restrictions

Candles, open flames, or exposed burning elements are strictly prohibited anywhere on the property.

Environmental Protection, Sparklers & Confetti

To safeguard local fauna, wildlife, and natural ecosystems, strict environmental standards apply:

Sparklers: Outdoor sparkler use is strictly permitted only on days where local Rural Fire Service (RFS) conditions and fire hazard ratings allow.

Prohibited Items: Plastic/paper confetti, metal scatters, glitter, rice, and non-biodegradable decorations are strictly prohibited.

Permitted Alternatives: Natural real rose petals or certified biodegradable confetti may be used; however, all remnants must be entirely cleared from the grounds prior to departure.

Campfire & Fire Pit

Campfires may only be lit in the designated fire pit area located on the Oval (beneath the Bush Pavilion) and require prior explicit approval from venue staff.

Fire Bans: Campfires are strictly prohibited on Total Fire Ban days or during high fire danger advisories.

Safety & Maintenance: Approved fires must be constantly supervised, supplied with an adjacent fire extinguisher at all times, and fully extinguished with water before unattended. The Hirer must ensure the fire pit area is cleared of all debris prior to departure.

Runsheets & Layout Submission

The Hirer must provide a finalised event runsheet and detailed seating/floor plan in writing no later than fourteen (14) days prior to the scheduled arrival date. This allows venue staff to prepare all structural setups ahead of 3:00 PM Friday check-in.

Optional Group Activities

Kianinny Bush Cottages and Camp Kianinny offer optional Flying Fox Zipline and Archery activities on the day following the wedding ceremony, subject to the following terms:

Activities must be requested in writing at least fourteen (14) days prior to arrival and are subject to a strict minimum booking threshold of twenty (20) participants per activity.

Flying Fox Zipline: \$30.00 per adult | \$25.00 per child | \$90.00 per family of 4 (Subject to a minimum session fee of \$450.00).

Archery Lessons: \$27.00 per adult | \$22.00 per child | \$80.00 per family of 4 (Subject to a minimum session fee of \$400.00).

We look forward to partnering with you to create an unforgettable celebration surrounded by the



I/We have read and understood the above terms and conditions for the hire of Kianinny Bush Cottages for my event. By signing this document and paying the deposit I accept to be bound by the terms and conditions as stated above.

Name: _____ Name: _____

Signature: _____ Signature: _____

Date: _____ Date: _____



