WEDDING PACKAGE

ENHANCE AT Willowbank

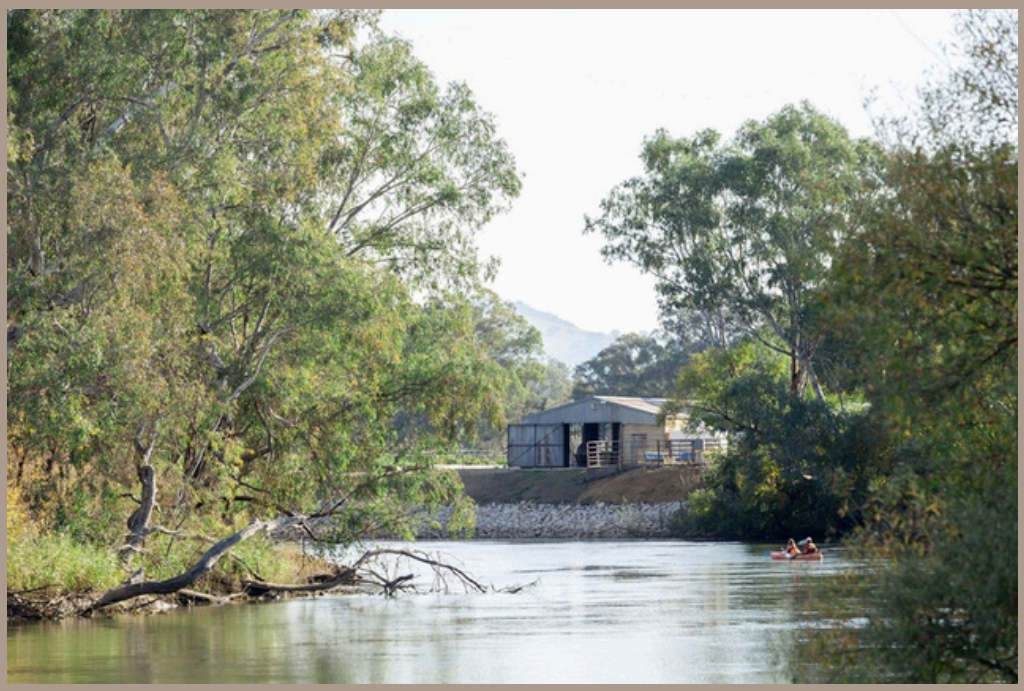


An exclusive and inspiring location for weddings, corporate functions, seminars, conferences and cocktail parties, a perfect and private venue for any celebration.

This truly unique location right on the banks of the Murray river is less than 10 minutes from the centre of Albury, yet offers you the opportunity of feeling that you are indeed *"a million miles away"* .

www.willowbankevents.com.au enhance@willowbankevents.com.au m: 0408 695 323

Willowbank sites



“The Weigh Shed” sits beside the Murray River on a sweeping bend with panoramic views across, up and down river and over working farmland. The original concrete section of The Weigh Shed closest to the river was once used as a storage shed for chaff to feed cattle. As Willowbank grew and cropped larger and larger quantities of potatoes, beans, watermelons and more the shed was increased in size to what stands today. All of the produce grown on Willowbank was stored, sorted and weighed in our Weigh Shed.



Our Beach paddock is named thus as during the very early part of last century, that area was a very popular swimming spot, particularly for the establishment of Albury. Local doctors, solicitors, other professionals and business people along with their families would come to Willowbank to swim and picnic during the summer months. It was then called Brighton Beach (we believe in a nod to that beautiful and popular ocean swimming spot in Melbourne). They would come on the weekends and even in the late afternoon and early evening of weekdays to enjoy a swim in the cool waters of the Murray River.

ENHANCE AT Willowbank

The Weigh Shed Package

July 2026 - Dec 2027

A perfect and private backdrop for your wedding ceremony, wedding reception or celebration, just moments from the Albury CBD. Willowbank offers two different spaces, "The Beach" with a marquee or "The Weigh Shed", both sitting beside the Murray River on sweeping bends with panoramic views across, up and down river and over working farmland. A unique alternative to traditional wedding venues.

INCLUSIONS IN VENUE HIRE $17,500

Event space -"The Weigh Shed"
Trestle tables + chairs
Glassware, cutlery, crockery and table numbers
Personalised menus for the tables
Table linen and napkins
Gift table
Cake table and cake knife
Tea + coffee station
Set up and pack down of the venue (not including your own decorations)
Festoon lighting under the stars
Bar tables, stools and outdoor seating
Executive portable toilets + Pamper marquee
Dedicated on-site coordinator for the duration of your event
Clean up and rubbish disposal

Catering

Catering is of your choice, we understand that there are many considerations when choosing your caterer and can help recommend the best local event caterers depending on your style.

Ceremony $2500

We have 3 picturesque riverside sites to choose from. This package includes 24 chairs, register table and 2 chairs and water station. Willowbank Events will set up the equipment for your ceremony. There is an additional charge if power is required at this site. If required a portable toilet will be at additional cost.

Capacity

Hire includes up to 150 pax. $15 p/head additional 151-200pax.
Minimum 60 people - Maximum 200 people

Additional

Security based on your event numbers

ENHANCE AT Willowbank

The Beach Package

July 2026 - Dec 2027

A perfect and private backdrop for your wedding ceremony, wedding reception or celebration, just moments from the Albury CBD. Willowbank offers two different spaces, "The Beach" with a marquee or "The Weigh Shed", both sitting beside the Murray River on sweeping bends with panoramic views across, up and down river and over working farmland. A unique alternative to traditional wedding venues.

INCLUSIONS IN VENUE HIRE $22,900

"The Beach with Marquee"
Trestle tables + chairs
Glassware, cutlery, crockery and table numbers
Personalised menus for the tables
Table linen and napkins
Gift table
Cake table and cake knife
Tea + coffee station
Set up and pack down of the venue (not including your own decorations)
Dance floor with festoon lighting under the stars
Bar tables, stools and outdoor seating
Executive portable toilets + Pamper marquee
Dedicated on-site coordinator for the duration of your event
Clean up and rubbish disposal

Catering

Catering is of your choice, we understand that there are many considerations when choosing your caterer and can help recommend the best local event caterers depending on your style.

Ceremony $2500

We have 3 picturesque riverside sites to choose from. This package includes 24 chairs, register table and 2 chairs and water station. Willowbank Events will set up the equipment for your ceremony. There is an additional charge if power is required at this site. If required a portable toilet will be at additional cost.

Capacity

Hire includes up to 150 pax. $30 p/head additional 151-200pax.
Minimum 60 people - Maximum 200 people

Additional

Security based on your event numbers

Enhance at Willowbank Terms & Conditions
The following Terms & Conditions are designed to ensure your function runs smoothly. Should you have any queries regarding these Terms & Conditions please contact Enhance at Willowbank prior to signing the Agreement.

Tentative bookings
We hold your booking for 7 days only, after which time it will be released if another party requests the same date.

Deposit
To secure a booking we require a deposit of $5,000. This deposit in NON REFUNDABLE. An amount of $500 of this deposit will be retained as a Bond until after the function

Cancellation
Notice of cancellation must be advised in writing to Enhance at Willowbank - enhance@willowbankevents.com.au
Within 4 months and up to 2 months of booked date: 80% of estimated event cost
Within 2 months of booked date: 100% of estimated event cost

Prices
All Enhance at Willowbank prices for event packages, food menus and beverage packages are subject to change. You currently have package pricing for Jan 2026 - Dec 2026 . We endeavour to keep increases to a minimum and in the event of any change Enhance at Willowbank will notify you immediately.

A 20% surcharge will be applicable to Beverages for New Years Eve, Public Holidays and Sundays. This surcharge would also be applicable to security staff as required. No surcharge is applicable to the Event Package.

Function Duration
Weddings and dinners are costed as 5 hour events for staffing purposes. Enhance at Willowbank operates for a maximum of 6 hours for any event and alcohol consumption. Willowbank Events is licensed until 12.00 midnight every night. All guests must be off site half an hour after function end.

Vehicles
Private vehicles are only permitted onto our Events Field at Willowbank by prior arrangement. We require notification of ALL vehicle types entering our venue. We take no responsibility for private vehicles left on site overnight and prior arrangements must be made to pick up the vehicles.

Equipment
Enhance at Willowbank can cater for up to 200 guests. Enhance at Willowbank will clearly state any additional charges for any additional requirements which you may choose to arrange.

Entertainers
All entertainers must have public and product liability insurance and Enhance at Willowbank will require proof of this at least 3 months prior to your function. Enhance at Willowbank will take NO responsibility for any damage to entertainer's equipment under any circumstances. Enhance at Willowbank will take NO responsibility for any damage to any guests arising from entertainer's equipment under any circumstances. We use generator power and will always make any provider aware of this prior to the date of the function.

A special economy meal including a soft drink is available for function support staff such as band members, coach drivers and photographers and is served after the guests are served dinner. Function support staff are not excluded from enjoying the same menu as the guests, provided the appropriate charge is paid and the meals are ordered at the same time as the final numbers. These meals are charged at $50 p/vendor.

Payment
FULL PAYMENT FOR THE BOOKED FUNCTION must be 21 days before your function. This can be in cash, bank cheque or by direct debit. Cheques should be made payable to Enhance at Willowbank. Once final numbers have been invoiced, there is no refund on guest cancellations. Should guest numbers increase, we shall invoice as required.

Beverages
Willowbank Events is a licensed venue and can not offer BYO. We provide an extensive range of premium wine and beer (spirits are available by negotiation) along with non alcoholic beverages. Our license is to 12.00 midnight ONLY.
At all functions, we offer a range of spirit mixers for purchase by guests if required. We are happy to run a tab for these drinks for specific guests – ie; bridal party.

ENHANCE AT Willowbank

Listed Wines
Although every endeavour is made to obtain the listed wines, due to seasonality and limited vintages there is no guarantee your selection will be available in quantity. A comparable wine will be offered if necessary.

Intoxicated Persons
Liquor licence laws have been introduced dealing with the responsibility of the licensee, the function organiser and the guest regarding the responsible serving of alcohol. It is an offence for an intoxicated person or a disorderly person to remain on licensed premises. Similarly it is an offence for a person who is intoxicated to refuse to leave when asked to do so. It is illegal for anyone to supply or procure alcohol for an intoxicated person on a licensed premise.
Due to the close proximity of the Murray River, Enhance at Willowbank will enforce these laws strenuously to protect you and your guests. It is the organiser's responsibility to ensure that your guests respect all directions regarding this matter. Any intoxicated or unruly person will be asked to leave the premises. We will arrange a taxi or if necessary will call the Police.

Serving of Alcohol to Minors
Minors cannot be served alcohol under any circumstances.

Crowd Control
For events of more than 100 people, appropriate security is required. Enhance at Willowbank will arrange and confirm total all additional costs.

Changed Circumstances
Enhance at Willowbank will work closely with you to ensure that your function is completely successful. Should our Events Field at Willowbank become unavailable by reasons outside the control of Enhance at Willowbank you will be informed immediately and any monies refundable to you will be paid within 5 days. No costs or compensation will be payable. Enhance at Willowbank will not be responsible for any costs or compensation due to changed circumstances affecting the venue or cancellation of your booking if the circumstances are beyond our control.

Smoking
Due to the fragile and natural environment we offer combined with the fact that at times we will be subject to fire danger warnings we must insist that if you have any guests that smoke, they must smoke within a designated area only and must at all time use the receptacles provided in which to dispose of cigarette butts. We will warn you if there are any extreme weather warnings at the time of your function. Any guests who do not respect our restrictions will be asked to leave the function.
Loss of Property
Enhance at Willowbank will not accept any responsibility for any damage or loss of property left on the premises prior, during or after the function. This responsibility lies solely with the client.

Damages
Organisers are financially responsible for any loss sustained by Enhance at Willowbank including damage to the premises, it's fittings, equipment and grounds and any/all Hire Equipment from our choice of Events Marquee Hire supplier. The organisers of the function are also responsible for damage caused by their guests, outside contractors or agents, prior to, during or after the function.

Bond
The $500 bond will be refunded within 7 days of the function less any reasonable costs for ADDITIONAL cleaning, ADDITIONAL rubbish removal or damage. Please note that all standard cleaning, rubbish removal and pack up is included within our event package price. We do not charge for incidental breakages of glasses, etc.

Final Numbers
Confirmation of guest numbers must be advised to Enhance at Willowbank at least 21 days prior to the function. The function will be billed in accordance with that number. Once confirmed there will be no refunds available should there be a reduction in final number. Minimum number of guests is 80. Any additional guests will be billed for accordingly.

Final Arrangements
Menu selection must be advised 21 days prior to the function together with confirmed numbers. Final details and requirements for the function must be registered with Enhance at Willowbank by 12 noon, twenty one (21) days prior to the date of the function.

Wedding Ceremony
You are very welcome to hold your wedding ceremony at Willowbank. There is a charge of $2500 to include your ceremony. This cost includes 24 seats, register table and 2 chairs and water station. Enhance at Willowbank will set up this equipment for your ceremony. We will supply power to the ceremony site if required at a charge of $350. You will need to supply music, any floral arrangements, your chosen celebrant and any additional equipment you require. We do not cater for wedding ceremonies prior to 3.30pm. We do not serve alcohol prior to wedding ceremonies. Ceremonies bookings are only available when booking in conjunction with your reception.

Confetti
Confetti, glitter, party poppers or streamers cannot be used within Willowbank. Rose and flower petals, rice or leaves are an acceptable alternative. Please ensure your guests are aware of this ruling. If any guests ignore this condition and confetti, glitter, party poppers or streamers are used, there is a $350 cleaning charge applicable.

Client Responsibility
The client is required to inform all relevant persons involved in the organising of the function, whether colleagues or contractors, of these Terms & Conditions.
Please read these conditions carefully and feel free to confirm any detail that you are unsure of.
Once you have read and clearly understand these conditions, we ask you to complete the following registration form to confirm your booking.

Vendors
All vendors must have prior approval before entering Willowbank. Enhance at Willowbank has the right to refuse a vendor entry. All approved vendors must supply a current PLI no less that 21 days prior to your event.

Access
Subject to availability access may be available the day before by prior arrangement. Access on the day from 9am with collection the following day between 10-12noon. Ceremony rehearsals available the day before between 4.30 - 6pm.

Enhance at Willowbank looks forward to creating a wonderful event experience with you

Catering

Preparing a menu in a “remote” location requires a high level of professionalism and capability and there should be no short cuts.

Caterer is subject to approval by Willowbank Events. Service staff and kitchen equipment hire needs to be provided by the caterer.

Highly Recommended
Ebden & Olive
Pinchos

Enhance at Willowbank Registration & Agreement

Please complete this form and return it with your deposit when you have read and agree to the Terms & Conditions in this Information Pack. The following information MUST be completed.

Date of Event: .....
Bridal Couple Names: .....
Address/es: .....
Contact numbers: Bride/Groom:..... Bride/Groom: .....
Email address/es: .....
Event space: .....
Number of Guests (aprox): .....
Other Comments/Requirements: .....
.....

To confirm your reservation please complete this form and return it to Enhance at Willowbank with confirmation of your deposit of $5,000.
Make bank cheques payable to: Enhance at Willowbank
Direct Debit Details:
Banking: Hume Bank BSB: 640 000 Account Number: 111295905 Account Name: Bashwill P/L
Reference: (please use your surname)
Mailing Address:
Events at Willowbank PO Box 439, Wodonga Vic 3689
Email Address: enhance@willowbankevents.com.au

I have read, clearly understand and agree to the Terms & Conditions on the previous 5 pages, which form part of this event registration pack and understand that by signing below I confirm the agreement with Enhance at Willowbank.

Signed: ..... Date: .....

Signed: ..... Date: .....

Enhance at Willowbank Terms & Conditions Events Registration & Agreement

