



**MELBOURNE TOWN HALL**  
TAKE YOUR PLACE IN HISTORY



## wedding ceremony

Room	Location	Maximum (seated)	standing only	Room Hire
Council Chambers	Level 2	120	N/A	\$800.00
Swanston Hall	Gnd Floor	300	350	\$800.00
Supper Room	Level 3	250	350	\$800.00
Yarra Room	Level 2	120	150	\$800.00
Portico Room	Level 2	30	40	\$800.00
Portico Balcony	Level 2	40	100	\$800.00
Melbourne Room	Level 2	30	50	\$800.00

The Melbourne Town Hall houses a vast array of classic venues to hold your wedding ceremony. This historic building also offers a labyrinth of antique and unique locations for photographs.

- Room Hire includes up to 3 hours ceremony duration
- All rooms require a compulsory Door Attendant at the external doors for entry and exit (\$105.00)
- No food or beverages are to be served in the Council Chambers
- Any flowers, ceremony literature and other artifacts belonging to or being used for the purpose of the ceremony must be removed immediately after the event
- Candles are permitted in the Council Chambers but cannot be lit
- No confetti, rice or flower petals are permitted inside or to be thrown outside the Melbourne Town Hall
- No material of any kind is allowed to be nailed, glued or otherwise attached to any of the walls and fittings of the Melbourne Town Hall
- Smoking is not permitted on the Portico Balcony or inside any of the rooms



## our rooms

Room	Location	Minimum	Maximum	Cocktail
Main Hall	Level 1	300	650	1500
Swanston Hall	Gnd Floor	100	180	450
Supper Room	Level 3	80	160	420
Yarra Room	Level 2	40	80	150
Portico Room & Balcony	Level 2	20	40	100
Melbourne Room	Level 2	10	30	50

### COMPLIMENTARY INCLUSIONS

- Cake table and cake knife
- Wrought iron easel for guest seating list
- Personalised menus per table and table numbers with stand
- White bridal and cake table skirting
- White linen tablecloths and napkins
- Parquetry dance floor
- Staging for band or bridal table
- Photographs in the Melbourne Town Hall rooms, balcony and foyers - subject to availability

### MENU TASTINGS

To assist you in deciding your menu selections we are happy to offer a complimentary menu tasting that includes 1 entrée, 2 main courses and 1 dessert.

### DECORATIONS

Chair covers and sashes are available in the following styles:

- Fitted chair cover in white
- Organza sashes in white, gold, silver, lavender, navy blue, powder blue and apple green
- Satin sashes in white, ivory, gold, silver, pale pink, hot pink, dark green, orange, burgundy and chocolate

### DOOR ATTENDANTS

A compulsory door attendant is required on external doors for the duration of your function and bump in-out period. Minimum 3 hour duration.

- Monday - Sunday \$35 per hour
- Public Holidays \$55 per hour



## inclusive packages

### **COCKTAIL WEDDING PACKAGE**

\$115.00 per person - *this package includes:*

- Complimentary Room Hire\* for 5 hours duration
- Cocktail Menu
- 5 Hour Bronze Beverage Package
- Decorations - Wrought iron candelabra table centre piece

### **WEDDING RECEPTION PACKAGE**

\$125.00 per person - *this package includes:*

- Complimentary Room Hire\* for 5 hours duration
- 3 Course Menu
  - A selection of hot and cold canapés served with pre dinner drinks
  - One entrée, two main courses served alternately and one dessert
- 5 Hour Bronze Beverage Package
- Decorations
  - White fitted chair covers with your choice of sash - Wrought iron candelabra table centre piece

### **CEREMONY AND RECEPTION WEDDING PACKAGE**

\$132.00 per person - *this package includes:*

- Complimentary Wedding Ceremony
- Complimentary Room Hire\* for 5 and 1/2 hours duration
- 3 Course Menu
  - A selection of hot and cold canapés served with pre dinner drinks
  - One entrée, two main courses served alternately and one dessert.
- 5 and 1/2 Hour Silver Beverage Package
- Decorations
  - White fitted chair covers with your choice of sash - Wrought iron candelabra table centre piece

### **SUNDAY WEDDING RECEPTION PACKAGE**

\$115.00 per person - *this package includes:*

- Complimentary Room Hire\* for 5 hours duration
- 3 Course Menu
  - A selection of hot and cold canapés served with pre dinner drinks
  - Two entrée courses served alternatively, two main courses served alternately and one dessert.
- 5 Hour Silver Beverage Package
- Decorations
  - White fitted chair covers with your choice of sash - Wrought iron candelabra table centre piece

### **SUNDAY CEREMONY AND RECEPTION WEDDING PACKAGE**

\$122.00 per person - *this package includes:*

- Complimentary Wedding Ceremony
- Complimentary Room Hire\* for 5 and 1/2 hours duration
- 3 Course Menu - A selection of hot and cold canapés served with pre dinner drinks
  - Two entrée courses served alternately, two main courses served alternately and one dessert
- 5 and 1/2 Hour Silver Beverage Package
- Decorations
  - White fitted chair covers with your choice of sash
  - Wrought iron candelabra table centre piece



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