



The Marquee Tent

AN INTRODUCTION



The Wedding Package



The Wedding Package

Congratulations! The question was popped, the answer was “Yes!” and now the fun begins: planning your big day. Celebrating at Belcroft Estate means you can relax and actually enjoy the process because we’ve got your day covered. This is an overview of everything that’s included in a Belcroft Estate wedding.

PRE-WEDDING PREP

Engagement Photos ■ Book a complimentary 90-minute onsite shoot with your photographer

Onsite Wedding Rehearsal ■ Practice makes for a perfect ceremony! Book your 1 hr rehearsal with us.

Venue Coordinator ■ An experienced Belcroft team member to oversee venue-related details

UNFORGETTABLE BACKDROPS

Wedding Photos ■ There are spectacular photo locations everywhere on the Estate, including the ponds, the tree-lined laneway, our 1975 Rolls Royce Silver Shadow and the covered bridge

GETTING READY

Early Arrival ■ You’re welcome to be onsite at Belcroft as early as 9 a.m. on your wedding day— perfect for enjoying everything the Estate has to offer

Private Bridal Parlour ■ It’s her day so she deserves a wedding-party-only, air-conditioned space to relax and get ready with all her BFFs

The Pond-View Cabin ■ The man of the hour and his party have exclusive access to this unique guys’ zone to hang out

YOUR “I DOS”

The Pergola ■ Exchange your vows at this romantic, customizable spot. It’s suitable for up to 225 guests. Set-up for chairs and signing table are included

THE RECEPTION

Up to 225 Guests ■ No need to worry about plus-ones. The Tent comfortably accommodates up to 225 people

Furnishings ■ Set the perfect scene with 225 white Chiavari chairs, generously sized dining tables and banquet tables for your Head Table

OTHER BELCROFT PLUSES

- Indoor and accessible washrooms
- Climate control where possible
- Wheelchair-accessible courtyard and reception areas
- Double entrance driveway with parking for 150 cars

Belcroft Estate Pricing

What are the venue rental costs?

Saturday	Friday	Sunday
\$10,700	\$8,500	\$8,000

Please note that holidays and long-weekend Sundays are costed out as Saturdays.

Fabulous Add-Ons

Consider adding one of these amazing extras to your wedding package.

ROMANTIC CEREMONY SITES

Willow Tree or Laneway..... \$1500

Seal it with a kiss under the majestic willow tree or in the beautiful laneway. These magical ceremony sites are rented on a first come, first served basis, so reach out to us about them right away.

MARQUEE TENT | DÉCOR RENTALS

Pergola Drapery \$175

Drapery can be hung in different styles

Patio Globe Lights..... \$150

Adding some soft, romantic lighting to the outdoor area beside the tent

SETUP AND TEARDOWN SERVICES

Available upon request and availability.

Please contact info@theeventdesigncompany.ca

Event Policies

BELCROFT CATERERS

Our exclusive caterers include:

- **Food Dudes** *please budget for a minimum of \$200 per person*
- **Feast Catering** *please budget for a minimum of \$165 per person*
- **Encore Catering** *please budget for a minimum of \$160 per person*
- **Taste Catering** *please budget for a minimum of \$125 per person*
- **Cabral Catering** *please budget for a minimum of \$122 per person*

ALTERNATIVE CATERERS

- **Ace Catering** and **F&B Catering** have been chosen to provide our guests with *Kosher* options. Please contact your Belcroft Coordinator for additional information.
- **The Host** has been chosen to provide our guests with *South Asian* cuisine. Please contact your Belcroft Coordinator for additional information.

BAR PACKAGES

- 6 hour domestic host bar \$56 per person
- 7 hour domestic host bar..... \$62 per person
- 6 hour permium host bar \$64 per person
- 7 hour permium host bar \$70 per person

Catering and Bar menus available upon request.

- **Belcroft Estate has an exclusive agreement with AS Special Events. Therefore, all rentals must be provided by AS Special Events, unless alternate arrangements have been approved by Belcroft Estate (exceptions will be made if AS Special Events cannot accommodate a specific request).**

Belcroft FAQs



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ABOUT THE ESTATE

Is Belcroft available for exclusive use?

Yes, if you would like to ensure the entire Estate is yours for the day, you can arrange to rent both venues. Please ask for more details.

What's Belcroft's cancellation policy?

If you cancel after booking a date, your deposit is forfeited.

Is Belcroft open year round?

Our wedding season runs from May to October.

FOOD & BEVERAGES

Can we bring in our own alcohol?

Sorry, outside alcohol is not permitted at Belcroft. This is for your protection as well as ours, as all alcohol must be purchased under our liquor license.

Is a complimentary menu tasting included?

Yes, this would be coordinated with one of our preferred caterers directly.

Do you charge a corkage fee?

If you have a special wine you'd like to share with guests on your big day, there is a corkage fee of just \$25 per bottle.

Are there any additional charges for bar staff or service staff?

No, all staffing costs are included.

Do you have a catering partner?

We work with four caterers – menus available upon request.

DÉCOR

Can we use candles, confetti or sparklers?

To protect the environment – and our Marquee Tent – we do not allow confetti, rice or glitter anywhere on the Estate. Candles are permitted, no open flame. We thank you for your understanding.

What place settings, linen and cutlery are included?

Standard dishware and linens are provided by the caterer. Please reachout for more details.

What type of tables do you have?

We have 60” round tables that seat eight.

Can we hang things on the Tent walls or from the ceiling?

As every wedding is unique, we look at décor plans on a case-by-case basis. Please reach out to your Venue Coordinator to discuss your ideas. We'll do everything we can to help you bring your vision to life while keeping the longevity of our beautiful Marquee Tent in mind.

SETTING UP

Does Belcroft set up my decorations, ancillary tables, and centrepieces?

No. We'll have your tables and chairs in place as per your confirmed floor plan, but all décor and rental

items are your responsibility. Need a decorator, florist or a planner? Please ask your Venue Coordinator. We work with the best and would be happy to share their contact info.

RAIN PLAN

If the weather won't cooperate, your Venue Coordinator will work with you on an updated plan. In most

cases, the ceremony is moved to the dance floor in the Tent.

YOUR GUESTS

Are there B&Bs or hotels in the area?

Yes, and many are just 15 minutes away. Ask for more details.

Are there reliable taxi companies in the area?

Yes – there's even Uber!

FACILITIES

Can Belcroft accommodate elderly or disabled guests?

We do our best to make sure everyone feels welcome at Belcroft and our venues are set up with these special guests in mind. Please ask for more details.

Is there somewhere secure to store wedding gifts or larger items?

We do have some storage space. Please speak to your Venue Facilitator to see if we can accommodate your request.

Is there enough parking and is it complimentary?

We have free parking for 150 cars.

Our Event Policies



Our Event Policies

Thank you for taking the time to have a look at our event policies. We know there's a lot to read, but these guidelines and procedures were developed to protect your interests as well as ours, while helping to ensure you have the most incredible wedding day ever. Please review them carefully. And if we can help with anything, get in touch!

BOOKING POLICY

To secure the Tent on your chosen date, we require a non-refundable deposit of 50% of the venue rental. The balance including HST (on the full rental) is due 30 days before your event. A \$1,000 security deposit is also required at that time and will be returned to you by cheque in the weeks following your event, provided clean-up is complete and no additional costs have been incurred. Bookings made fewer than 30 days before the event must be paid in full upon booking.

ALCOHOL

We've found that having a few guidelines around alcohol helps guarantee a better experience for you and your guests. We ask that you abide by the following:

Belcroft is a fully licensed facility. That means alcohol that has not been purchased under our license cannot be brought into the facility or consumed anywhere on the property. Any violation of this policy may result in suspension or termination of service, as well as the forfeiture of your security deposit.

Alcohol is allowed in the Tent and on the interlocked patio ONLY. Alcohol cannot be consumed in the parking lot or garden areas.

Any guest who appears to be under the age of 25 will be asked for photo ID. If a minor is found consuming alcohol, they will be asked to leave immediately. Underage drinking may result in the closure of the bar.

Our experienced staff are fully trained and Smart Serve

certified. Staff reserve the right to deny alcohol at any time to any intoxicated guest.

Our Responsible Alcohol Service Policy is posted at each alcohol service station and available for review at any time.

By law, we're unable to open the bar before 11 a.m. Service ends at 1:00 a.m.

SMOKING AND OPEN FLAMES

Fire and our historic structures do not mix, so smoking is strictly prohibited in any Belcroft Estate building or within 9 metres of any building as per Town of Innisfil By Law 111-13. Smoking is allowed in designated smoking areas only. Candles are only permitted in the Tent when used with glass hurricane protectors that are taller than the flame.

GUEST SERVICES

Belcroft provides Guest Services staff during every event to help ensure you and your guests have an amazing and safe time.

GUEST COUNT

We have a minimum guest count of 100 and a maximum of 225. Please be aware that a fee of \$75 per person below the minimum will apply.

ADDITIONAL RENTALS

Belcroft Estate has an exclusive agreement with AS Special Events. All additional rentals on the property must be provided by AS Special Events.

If there are requests that AS Special Events cannot accommodate, outside rentals may be allowed with the consent of Belcroft Estate.

GLASSWARE

Please be aware that given our mostly outdoor setting, we use glassware for some portions of the meal service and plastic for others. We'd be happy to give you more details about this and answer any questions you may have.

TEARDOWN AND CLEAN-UP

All personal belongings, including heirlooms, gifts/cards or other items, are removed from the venue by 1 a.m. Any rentals must be removed by 1 a.m. as well.

CLOSING

We ask that everyone vacate the property by 1:30 a.m. All limos and shuttle services must arrive by 1 am at the latest.

WEDDING REHEARSAL

Join us the week before your wedding date for a 90-minute rehearsal. Speak to your Venue Coordinator to book a time that aligns with other events being held at the Estate. Rehearsals are booked on a first come, first served basis.

Additional time can be arranged at \$100 per hour.

ADDITIONAL CHARGES

Any charges incurred during the event will be billed on the first business day following the event and are payable upon receipt.

LATE PAYMENTS

If the account is not settled by the terms above, a late-payment charge of 2% compounded monthly will be levied. Should this account be turned over to collections, the person(s) signing this agreement agrees to pay all collection charges and/or legal and court fees arising from this action.

DAMAGE

Any damage caused by guests that exceeds the security deposit will be billed to you. We cannot be responsible for lost, stolen or damaged items, either on the premises or in the parking lot.

ENTERTAINMENT AND MUSIC

At Belcroft, we're lucky to have wonderful neighbours who support what we do. That's why we try hard to balance your dreams for a reception to remember with their right to a good night's sleep. We want you to have an amazing time, but we do ask that you keep the music volume moderate. We reserve the right to adjust the volume if necessary.