



Baillie Lodges
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EVENTS FACT SHEET

Location

Situated in the South Pacific Ocean, 700km north-east of Sydney, Australia, Lord Howe Island is a small, breathtakingly beautiful island, just 11km long and 2.8km at its widest point. Included on the UNESCO World Heritage List in 1982, the island is bordered by a reef-fringed lagoon, rolling surf, and the world's southern most coral reef.

The boutique Capella Lodge provides an idyllic setting for your special event. Whether you have in mind an intimate wedding with lunch celebration for two or a sole use booking of the Lodge for family and friends, Capella Lodge, boasting unrivalled views on Lord Howe Island, is a spectacular destination for occasions such as small weddings and family reunions.

Capacity & Restrictions

The Capella Lodge Restaurant can accommodate 36 guests seated or up to 60 guests cocktail style. We do not host casual/external functions – ie the Lodge must be booked in conjunction with the event. (Refer to Group Policy).

Groups must take sole use of the Lodge for a minimum of 3 nights. During our peak period November–April we do not usually cater for sole use groups or functions. (Exceptions may apply for sole use bookings of 5 or more nights).

Function Price Guide – Lunch or Dinner

Seated | From \$120 per person (3 courses, 2 choices)

Cocktail | From \$90 per person (8 selections)

Canapés (with Seated menu) | From \$24 per person (4 selections)

All menus are customised for your event. For groups in excess of 24 persons a choice of 2 items is available per course, served alternately.

Room Set Up Fee

24 guests and under | \$450

25 or more guests | \$900

Includes table arrangement and scattered island flowers – island lilies, hibiscus and frangipani, based on seasonal availability.

Note: A credit of \$60 applies to Capella House guests for Dinner functions held at the Lodge. Included pre-dinner and dinner beverages do not apply. No credit can be given for events at alternate venues.

Capella Lodge is a licensed premises and all alcohol consumed must be purchased from the Lodge. All beverages for a wedding function are charged on consumption at current Lodge prices.

Limited quantities of special wine for toasts etc may be permitted by special arrangement. A \$10 corkage fee applies per person. Liquor licensing requires the bar closes at 12 midnight.

Menus

Menus are subject to seasonal availability. Special dietary requirements can be catered for with 14 days notice. Surcharges may apply for special food items.

Dining 'Out There'

We can suggest a range of amazing Island locations for unique events such as Cocktails above Lovers Bay, Fish Fry at Neds Beach Boat Shed or perhaps an expedition to North Bay with a gourmet Robinson Crusoe BBQ. *Prices on application.*

Cakes

Traditional Wedding cakes cannot be produced at Capella. We recommend 'Sweet Art' Paddington, NSW, T 02 9361 6617.

Flowers

Limited Island flowers are available for table decorations. For bouquets and substantial arrangements we recommend ordering with your preferred florist and send via Australian Air Express to Lord Howe Island.

Co-ordination

At Capella we focus on detail and for smaller groups (ie in-house only) we will provide expert event planning. For larger groups with guests staying at other Island properties we can provide this same exacting service, however an additional co-ordination charge will apply. Please note that such bookings are conditional upon engagement of our co-ordination services or your provision of an alternative planner.

Transport on Lord Howe Island

Guests of Capella Lodge are transported to and from the Airport & special events/activities however our capacity is 10 persons per trip. If your group is larger or consists of guests staying elsewhere on LHI you will need to hire a bus or small cars.

Wilson's Hire T 02 6563 2045 (cars)

Whitfields Island Tours T 02 6563 2115 (bus)

Chase 'N' Thyme Bus Tours T 02 6563 2331 (bus)

Freight

Capella Lodge can assist with arranging freight of items to Lord Howe Island with Australian Air Express at an additional cost.

Legal Requirements for Australian Weddings

To marry in Australia you must be 18 years of age or over. Your wedding celebrant or church representative will provide a list of original documents that you need to supply. Notice of intended marriage must be lodged at least one calendar month plus one day prior to your wedding day.

Access

Qantaslink operate 32 seat Dash 8 aircraft to Lord Howe Island (LDH) in less than 2 hours from Sydney (SYD) or Brisbane (BNE), Australia. A seasonal service also operates from Port Macquarie (PQQ). A 14kg luggage limit per person applies on all Lord Howe Island flights. The Qantaslink office on Lord Howe Island can assist with group bookings, T 02 6563 2162

Wedding Planning

LHI Weddings | Sam Matthews, T 02 6563 2010

Photography | Ken Ryan, T 02 6563 2196

Marriage Contacts

Marriage ceremonies may be conducted on Lord Howe Island by a Civil Marriage Celebrant, Ministers of Religion or the Local Registrar.

Civil Celebrant | Sam Matthews 02 6563 2010

Anglican Church 02 6563 2051

Catholic Church 02 6563 2196

Seventh Day Adventist Church 02 6563 2049

Local Registrar | Manager, LHI Board 02 6563 2066