

MOANA SURFRIDER, A WESTIN RESORT & SPA, WAIKIKI

2365 Kalakaua Avenue, Honolulu, Hawaii 96815

2012 Wedding Ceremony Offering

Aloha!

Thank you very much for your inquiry regarding our wedding ceremony packages and ala carte offerings here at the Moana Surfrider, A Westin Resort & Spa. We have two beautiful locations available for ceremonies, the specifics of which will follow. Please be advised the contents of the packages are not to be altered or changed. The entire timeframe of these ceremonies are 45 minutes to one hour. Please note the following:

- Minister: Conducts a non-denominational ceremony, of approximately 10 minutes.
- Vocalist: Performs three songs accompanied by a stringed instrument. Songs include the traditional Hawaiian wedding song.
- Coordinator: The coordinator makes a telephone introduction the night before the event. The coordinator will be on-site 1.5 hrs. prior to the Ceremony starting time, will meet you in your room approximately 20 minutes prior to the ceremony, escort you to the selected ceremony location (Roof Garden, Terrace or Diamond Lawn), and remain with you during the entire ceremony.
- Florals: Site decor consists of a "personalized" theme with imported white roses, green cymbidium orchids, and greenery. The bridal bouquet consists of matching florals cluster style and hand-tied with a ribbon. A single white rose boutonniere will be provided for the groom. For any upgrades or additional florals, please contact Sweet Leilani Florist at 808-832-0500.
- Photography: You are welcome to provide your own photographer.

The hotel has established a relationship with the following photographers:

Perfekt Photo

Phone: 808.222.7011
Website: www.perfektphoto.com
Email: david@perfektphoto.com

60 photographs – 1 hour	\$600.00 + tax
90 photographs – 2 hours	\$900.00 + tax
140 photographs – 3 hours	\$1,200.00 + tax

All services include high resolution digital files on DVD's and an online web gallery

Studio 2000

Phone: 808.396.7721
Website: www.studio2000photography.com
Email: studio2k@hawaii.rr.com

(45) 4"x6" prints w/album & cd (1 hr.)	\$500.00 + tax
(70) 4"x6" prints w/album & cd (2 hrs.)	\$650.00 + tax

- Should you require more personalized attention, i.e. Hair, make-up, pressing of gown, it is suggested that you secure the services of a wedding consultant who will plan on spending the entire day with you. Please inquire should one be needed.
- You will need to apply for a marriage license with the Department of Health in Honolulu. There is no waiting period once the license is approved. For more detailed information, please log on to www.hawaii.gov/doh or call 808-586-4545. Marriage license information and application can be located under "vital". Please note, the Department of Health is closed on weekends and holidays.
- Requests for a Wedding Ceremony Only booking - events without a contracted meal serviced by our Catering/Banquet Department and held in one of our private banquet venues - will be considered no earlier than sixty (60) days prior to your desired date, and confirmed based upon availability at this time.
- Food & Beverage effective for events taking place until June 30, 2012: Due to licensing requirements and for quality control, all food and beverage served at Hotel must be supplied and prepared by Hotel. Menu prices will be confirmed on Banquet Event Order (BEOs). A service charge, currently 21% of the total food and beverage revenue (plus all applicable taxes), will be added to all food and beverage charges. Included as part of the service charge is a gratuity (currently 81% of total service charge) that is paid directly to food and beverage service staff. The remainder of the service charge is retained by hotel to cover non-itemized costs of the event. No other fee or charge, including, but not limited to, administrative fees, set up fees, labor fees, or bartender or food station fees, is a tip, gratuity, or service charge for any employee.
- Food & Beverage effective for events taking place from July 01, 2012: Due to licensing requirements and for quality control, all food and beverage served at Hotel must be supplied and prepared by Hotel. Menu prices will be confirmed on Banquet Event Order (BEOs). A service charge, currently 21% of the total food and beverage revenue (plus all applicable taxes), will be added to all food and beverage charges. Included as part of the service charge is a gratuity (currently 85% of total service charge) that is paid directly to food and beverage service staff. The remainder of the service charge is retained by Hotel to cover non-itemized costs of the event. No other fee or charge, including administrative fees, set up fees, labor fees, or bartender or food station fees, is a tip, gratuity, or service charge for any employee. Service charge and taxes are subject to change.

We look forward to hearing from you in the near future and welcome the opportunity to assist you in planning your most important day. Please do not hesitate to call us should you have any questions or need further assistance at 808-923-2813.

Sincerely,

Catering Office

Moana Surfrider, A Westin Resort & Spa



Moana Ocean Front Wedding Package
Diamond Lawn or Terrace (based upon availability)

Facing Waikiki Beach & Diamond Head

\$3,800.00++

Services of:

Minister

Vocalist

Wedding Ceremony Coordinator

(Present on-site on the day of, 1.5 hrs. prior to ceremony starting time)

Amenities:

Lattice Archway

6 Stanchion Poles

Uncovered White Outdoor Chairs

Bridal Bouquet

Boutonniere

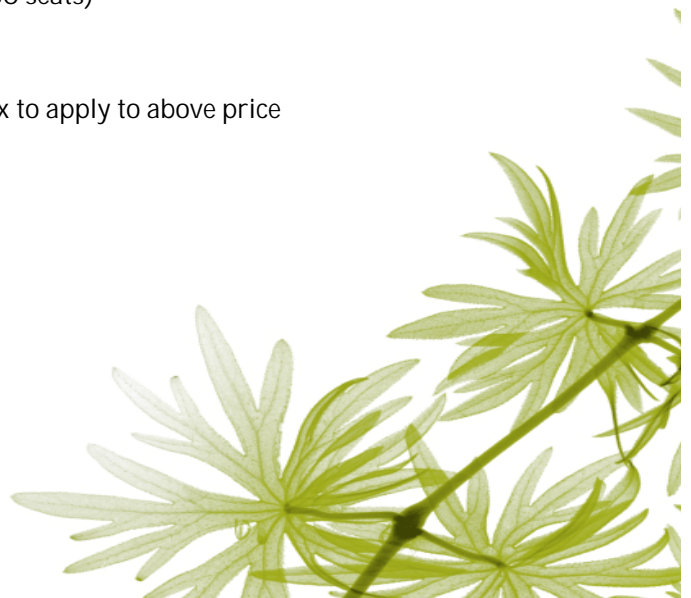
Floral Archway Decor

Toast, a bottle of Sparkling Wine

Lithograph Marriage Blessing

(maximum setup of 50 seats)

++a 5% service charge and 4.712% tax to apply to above price



Ocean Front – Diamond Lawn or Terrace (based upon availability)
Ala carte wedding ceremony

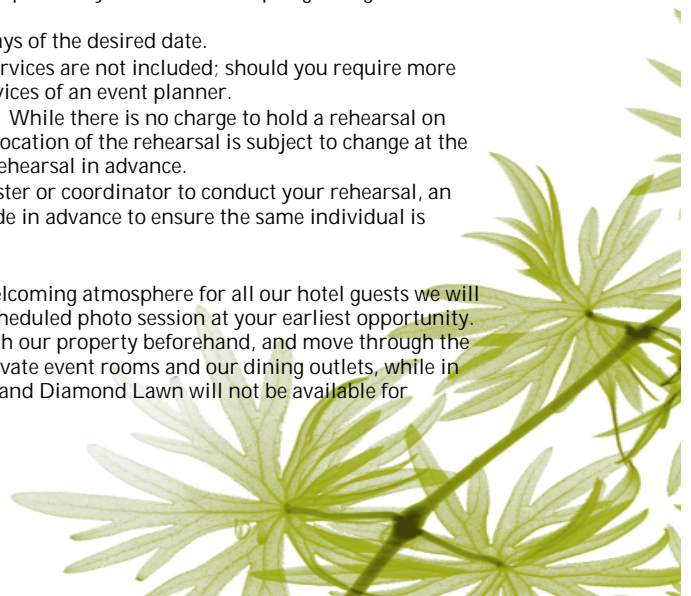
A Ceremony site and basic setup:
Includes undecorated archway, 6 stanchion poles, and white outdoor chairs with maximum seating up to 50 guests. Additional chairs available at \$5.00+ tax per chair. \$2,800.00++

B Ceremony site with no set-up (location only) \$1,500.00++
++ a 5% service charge and 4.712% tax to apply to above price

Ceremony Options:

Sparkling wine service, includes 3 bottles of sparkling wine	\$300.00+tax
* Non-denominational minister (requests for rehearsal assistance will be an additional charge)	\$350.00+tax
* Harpist	\$350.00+tax
* Vocalist	\$300.00+tax
* Bi-lingual minister	\$575.00+tax
* Day of Ceremony coordinator, present on site 1.5 hrs. prior to ceremony starting time	\$550.00+tax
* Ceremony coordinator for 1-hour rehearsal	\$300.00+tax
* Bi-lingual coordinator	\$475.00+tax
* Intimate Ceremony/Reception Sound Package	\$300.00++

- Minister, harpist, & vocalists are available on-site for 45 minutes, includes 20 minutes before the ceremony to coordinate with bride and groom & standard 20 minutes of actual ceremony.
- The above rates are based on "ceremony only" at any of our private banquet locations.
- A cancellation penalty of 50% of the posted fee will be billed should any contracted service be canceled within thirty (30) days of an event.
- ++prices are subject to a 5% service charge and 4.712% tax.
- No outside food or beverage is allowed at any event locations.
- Ala carte ceremony times are confirmed to begin after 5:30 pm with your vendor set-up beginning no earlier than 4:00 pm.
- Ceremony-only events will be confirmed only within 60 days of the desired date.
- Please note that event coordination responsibilities and services are not included; should you require more personalized attention, we suggest that you secure the services of an event planner.
- Rehearsals may be scheduled no earlier than 1 week prior. While there is no charge to hold a rehearsal on property, no physical set up is provided and the time and location of the rehearsal is subject to change at the discretion of the hotel. Please contact us to schedule the rehearsal in advance.
- Should you wish to confirm the services of either the minister or coordinator to conduct your rehearsal, an additional fee will apply. This arrangement should be made in advance to ensure the same individual is available.
- Photography: in an effort to maintain a relaxing and welcoming atmosphere for all our hotel guests we will ask that you advise your catering sales manager of your scheduled photo session at your earliest opportunity. We suggest that your photographer familiarize himself with our property beforehand, and move through the hotel in an orderly manner. Understandably, access to private event rooms and our dining outlets, while in service, will be off limits. Our outdoor venue, the Terrace and Diamond Lawn will not be available for photography while the Moana Chapel is in service.



Moana Roof Garden Wedding Package
On the 6th floor - Historical Banyan Wing

\$3,000.00++

Services of:

Minister

Vocalist

Wedding Ceremony Coordinator

(present on-site on the day of, 1.5 hrs. prior to ceremony starting time)

Amenities:

2 Pedestals

White Carpet Runner

6 Stanchion Poles

Uncovered Gold Chairs

Bridal Bouquet

Boutonniere

Floral Décor for Pedestals

Toast, a bottle of Sparkling Wine

Lithograph Marriage Blessing

(maximum setup of 24 seats)

++a 5% service charge and 4.712% tax to apply to above price



Roof Garden
Ala Carte Wedding Ceremony

- A Ceremony site and basic setup:
Includes 2 undecorated pedestals, white carpet runner, 6 stanchion poles, and uncovered chairs with maximum seating up to 24 guests. \$1,800.00++
- B Ceremony site with no set-up (location only) \$1,200.00++
- C For lanai/balcony of Roof Garden, Ceremony site and basic setup: \$500.00++
Includes 2 undecorated pedestals, white carpet runner, 4 stanchion poles, and uncovered white outdoor chairs with maximum seating up to 12 guests.

++ a 5% service charge and 4.712% tax to apply to above price

Lani Kai Room
Ala Carte Wedding Ceremony

- A Ceremony site and basic setup:
Includes 2 undecorated pedestals OR small archway, white carpet runner, up to 10 stanchion poles, and uncovered chairs with maximum seating up to 150 guests. \$1,500.00++
- C For lanai/patio of Lani Kai Room, Ceremony site and basic setup: \$500.00++
Includes 2 undecorated pedestals OR small archway, white carpet runner, and uncovered chairs with maximum seating up to 50 guests, including existing patio seating.

++ a 5% service charge and 4.712% tax to apply to above price



Ceremony Options:

Sparkling wine service, includes 3 bottles of sparkling wine	\$300.00+tax
* Non-denominational minister (requests for rehearsal assistance will be an additional charge)	\$350.00+tax
* Harpist	\$350.00+tax
* Vocalist	\$300.00+tax
* Bi-lingual minister	\$575.00+tax
* Day of Ceremony coordinator, present on site 1.5 hrs. prior to ceremony starting time	\$550.00+tax
* Ceremony coordinator for 1-hour rehearsal	\$300.00+tax
* Bi-lingual coordinator	\$475.00+tax
* Intimate Ceremony/Reception Sound Package	\$300.00++

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Moana Surfrider, A Westin Resort & Spa
Wedding ceremony information

Total of 8 pages

Please sign below in acknowledgement of the document.

Accepted & Approved by:

Name

date

date of event

(document revised 11/12/2011)

