



INTIMATE
WEDDINGS



INTIMATE

VENUE	MEAL PERIOD	PRICE	MIN. ATTENDANCE
Windows East Windows West	Lunch	\$238.00++ per person	30 persons
	Dinner	\$258.00++ per person	30 persons

WEDDING WISHES

- ☐ 60 pieces of butler-passed canapés (2 varieties) served during cocktail reception
- ☐ Complimentary 30 glasses of house beer
- ☐ Corkage waiver for all bottles of wine brought in (duty paid and sealed)



INCLUSIONS

- A specially curated 6-course, individually plated Lunch menu or 7-course, individually plated Dinner menu crafted by our award-winning Executive Chinese Chef Alan Chan from Michelin-recommended Cantonese restaurant Jiang-Nan Chun
- Exclusive invitation for up to six persons for food tasting at \$150++ per person
- Complimentary Sparkling Wine for toasting
- Free flow soft drinks, mixers and Chinese tea throughout the event
- One bottle of house red or white wine for every 10 guaranteed guests
- Fresh floral arrangements at the reception area, one VIP table and individual guest tables for ten guests each
- An elegant model wedding cake for cake cutting ceremony
- Specially curated wedding favours for all guests
- Complimentary use of our traditional tea set for your tea ceremony and signature ang bao box
- Self-parking passes for all guests
- Valet parking for your bridal car on the wedding day
- One night stay in Premier Room, inclusive of breakfast for two
- Enjoy \$150.00Nett in dining credits at our restaurants and for in-room dining during your stay
- Complimentary use of the built-in screen and projector for your wedding montage
- Choice of **two** wedding wishes (30 persons), and **three** wedding wishes (50 persons)



INTIMATE *CHINESE* SET MENU LUNCH

FIRST COURSE: APPETIZER

Crispy Pork Belly, Roasted Duck, Deep Fried Katafi Prawn

SECOND COURSE: SOUP

Superior Bird Nest Broth with Assorted Sea Treasures

THIRD COURSE: PREMIUM FISH

"Thai Style" Fried Cod Fillet with Assorted Mango Salad

FOURTH COURSE: PORK

Braised Pork Ribs in Chef's Secret Sauce

FIFTH COURSE: NOODLE

Superior Broth Braised King Prawn with Ee-fu Noodle

Top up \$48 for upgrade to Lobster

SIXTH COURSE: DESSERT

Chilled Mango Sago with Bird Nest



INTIMATE *CHINESE* SET MENU DINNER

FIRST COURSE: APPETIZER

Deep Fried Salted Egg Prawn
Honey Glazed Kagoshima Pork
Baked Unagi with Kyuri

SECOND COURSE: SOUP

Double-Boiled Fish Maw, Dried Scallop Chicken Soup with Matsutake Mushroom

THIRD COURSE: ABALONE

Braised Six-Head"" Abalone with Sea Cucumber and Spinach

FOURTH COURSE: PREMIUM FISH

Steamed Cod Fillet with Crispy Soy Bean

FIFTH COURSE: CHICKEN

Pan Seared Chicken Thigh with Honey Black Pepper and Seasonal Vegetable

SIXTH COURSE: NOODLE

Superior Broth Braised King Prawn with Inaniwa Noodle
Top up \$48 for upgrade Lobster

SEVENTH COURSE: DESSERT

Chilled Mango Sago with Bird Nest



FAQs

Q. What is the seating capacity per table?

A. Each table can accommodate up to 11 persons.

Q. Does the Hotel provide chair options other than banquet chairs?

A. Other types of chairs can be arranged through external vendors upon request, with additional charges applicable.

Q. Is it possible to accommodate guests with dietary restrictions at the same table?

A. Dietary restrictions can be accommodated, with applicable individual charges.

Q. Is the use of party poppers or confetti permitted during march-in?

A. Please be advised that a cleaning fee of \$500.00++ will be charged for the use of confetti-related items, such as remote bursting helium balloons.

Q. Does the Hotel provide Red Carpet / Dry Ice effect for march-in?

A. These items are not included in the standard package. Dry ice effects can be arranged at an additional cost. For red carpet setup, external vendors may be engaged.

Q. Are kids' meals available, and what is the advised age range?

A. Kids' meals are available as a 3-course set menu and are recommended for children aged 6 years and below .

Q. Is takeaway of banquet food permitted?

A. Due to food hygiene and quality considerations, all food must be consumed within the wedding venue during the celebration, and takeaway is not permitted.

Q. Is there a bridal changing room available near the wedding venue?

A. Makeup and outfit changes are recommended in the bridal suite, which offers convenient direct lift access to the venue, as there is no changing room nearby.



FAQs

Q. Is early check-in available for the bridal room?

A. Early check-in may be arranged upon hotel's confirmation at least 2 days prior to arrival, subject to occupancy and availability

Q. Who is responsible for managing the in-house lighting system at the wedding venue?

A. The Hotel will manage the lighting.

Q. Does the hotel provide a laptop for playing video or photo montages?

A. The couple must provide their own laptop for music or video presentations (e.g., Spotify Premium, YouTube Premium).

Q. Will a technician be available to operate the laptop provided by the couple?

A. The couple must appoint a coordinator to operate their laptop. The hotel's AV technician will assist with setup and troubleshooting.

Q. Is the hotel to be informed of any external vendors involved?

A. Yes, kindly provide the vendor's details as well as their setup/tear down times.

Q. Is it permitted to bring external food onto the premises?

A. External food is not permitted; however, exceptions can be made for wedding cakes from a licensed F&B establishment, subject to a plating fee. Please feel free to reach out if you require further details.



FAQs

Q. What is the payment schedule like?

A. Please find the payment schedules outlined below:

Four Seasons Ballroom / Crescent Ballroom

- Initial Deposit: 20% of the contracted total revenue
- 6 months prior: 30% of the contracted total revenue
- 1 month prior: Balance of the estimated total revenue
- Upon check out: Settlement of balance charges via credit card & cash only

Windows East / Windows West

- Initial Deposit: 50% of the contracted total revenue
- 1 month prior: Balance of the estimated total revenue
- Upon check out: Settlement of balance charges via credit card & cash only

Q. What is the cancellation policy like?

A. Please find the timeline outlined below:

Four Seasons Ballroom / Crescent Ballroom

- 9 Months or less: 40% of the contracted total revenue
- 6 months or less: 50% of the contracted total revenue
- 4 months or less: 80% of the contracted total revenue
- 3 months or less: 100% of the contracted total revenue

Windows East / Windows West

- Upon Confirmation: 50% of the contracted total revenue
- 3 months or less: 100% of the contracted total revenue

Q. Is it possible to make additional pre-payments?

A. Advance payments are accepted with a minimum charge of \$1,000.00 per card per transaction and may be made either at the hotel's front desk or by notifying your wedding coordinator via email.

Q. What are the accepted modes of payment?

A. Accepted modes of payment include bank transfer, credit cards (AMEX, Mastercard, Visa, UnionPay), and cash payments up to \$50,000.00.

Q. What is the Hotel's Merchant Category Code (MCC)?

A. The hotel's Merchant Category Code (MCC) is 3543