

## Nelson Gay – Wedding & Special Event Details

Host your next big event on the beautiful West Coast of Barbados



*Nelson Gay – A magical, romantic beachfront setting in 1.5 acres of tropical gardens. Ideal for weddings and special events*

**Venue / property name:** Nelson Gay

**Address:** Battaleys, St. Peter, Barbados. (First house north of Cobblers Cove Hotel)

**Max no. Of guests:** 18 (reside). 5 bedrooms, 1 cottage, TV room and 3 chattel houses. More than 12 guests by special arrangement only.

**Min. Length of stay at property:** Summer: five (5) nights / Winter: seven (7) nights

**Venue / property type:**

West coast, beachfront estate with traditional charm set in 1.5 acres of landscaped tropical gardens with 50ft pool and direct access to beach. Fully staffed - butler, chef(s), housekeeper, maid/laundress, gardeners, night watch.

**Venue highlights:**

- Private 6-bedroom estate all with en-suite bathrooms and a media room (can sleep additional guests with a shared bath), three chattel houses, each with en suite.
- Well maintained tropical gardens and the ocean offers an ideal backdrop
- Large gardens surround pool and leads to a second deck at the ocean's edge
- Beach side area features a large gazebo with easy access to outdoor dining and lounging, set by a paved terrace suitable for wedding, drinks, dancing.
- Close to Mullins beach bar and Speightstown offering many amenities

**Event type/ suitability:**

Weddings / corporate & special events / parties / photo shoots / child friendly / smoking permitted outdoors

**Rates:** Please see online for rates

**Event fee:** usually, one (1) night's rental at the applicable rate of the date, plus 17.5% VAT.

**Security deposit:**

USD \$1,500.00 standard deposit + USD \$3,500.00 additional security deposit for events. NB the security deposit is not released until two (2) weeks after event.

**Cancellation policy:** per penalty clause of contract. Please request a copy.

**Overtime charges:**

Nelson Gay staff is required to be on-site from 8:30am – 8:30pm with a lunch break. There is a separate charge for staff overtime to cover the duration of the event at the guest's expense.

**Clean up policy and fees:**

Clean up within 24 hrs after event is mandatory. Property must be left in the manner that it was found. If clean up within 24 hrs is not satisfactory, a penalty of one night's rental may be charged. NB. Clean up must occur a minimum of 48 hrs prior to departure.

**Set up / decorating:**

- No confetti/ streamers to be used or items nailed to or stain walls, tiles etc.
- Outside area only is for decorating
- Outdoor candles/tiki torches are permitted
- Decorating theme needs to be discussed with and approved by house manager prior to any set-up
- A Professional wedding or party planner is required for any major event. There are many such professional planners, caterers, marquee and lighting experts and such who are familiar with Nelson Gay. BSL will recommend an approved professional.

**Catering:**

- Cocktail style - **100 persons max**
- Seated dinner - **50 persons max**
- Best location for dining: patio & gazebo.
- NB. Dining on front lawn requires flooring and rental of tables, chairs, tents, lighting, and crockery etc. At guest's expense

**Catering rules and regulations:**

- House staff will only cook for guests staying in house up to maximum 18, three meals a day. External caterers are required for larger functions and many excellent professionals are available.
- Caterers are to bring all utensils / equipment as needed
- NB. Kitchen / dining items are off limits. However, stove, oven and microwave may be used for heating only. BBQ may also be used. All items must be cleaned thoroughly after use.
- Garbage must not be left in the kitchen.
- Caterers are to remove all garbage and empty bottles offsite or to an agreed designated garbage area on property. For large events skip rental is required at guest's expense.

**Entertainment rules and regulations:**

- Neighbors need to be notified at least four (4) to seven (7) days prior to event
- Use of the pool is strictly forbidden during event
- Deck or lawn area needs to be protected from tent frames
- No food is permitted indoors
- A music permit is required and must be handed over to the property manager at least two (2) days prior to event. Music level must be controlled and must be finished by 12 midnight.

**Parking:**

- Parking is limited. Approximately 6 cars can be parked at Nelson Gay

**Music / sound system / bands:**

Set up for bands/stages/lighting etc. Must be arranged in advance and approved. Nb. There will be an extra cost at guest's expense.

**Storage:** Additional items may be stored in advance if required. Nelson Gay does not accept responsibility for items brought onto the property for use before, during or after function.

**Washroom facilities:**

6 washrooms are available. One is in each en suite bedroom & the powder room, (Excluding two chattel houses). There are three additional toilets, two with showers for staff and caterers.

**Site set up / alternate locations for set up [ in the event of inclement weather]:**

- Site can be set up from guest's arrival.
- Deliveries should not occur before 9:00 am unless the house manager has given authorization.
- Should there be inclement weather, tents will need to be rented at the guest's expense.

**Suggested set up:**

- The gazebo can hold three round tables seating approximately 30.
- The large table on the covered terrace can hold 14- 18.
- The large living room, 24 x 24, providing that furniture is safely stored can hold 4 x 6ft tables seating 40 -48.
- The indoor dining room can hold 10 and be used for buffet.
- A single 20 x 20 tent on the paved terrace can hold four x 6ft tables. This is a simple cost-effective situation and the living room can remain as a functioning living area and ideal for indoor cocktails.

**APPROVED BY NELSON GAY HOUSE MANAGER:**

EMMA LORDE

.....  
SIGNATURE

DATE:

**APPROVED BY EVENT PLANNER:**

.....  
EVENT PLANNER'S NAME (BLOCK LETTERS)

.....  
SIGNATURE

DATE:

**I AGREE TO THE TERMS ABOVE AND TO PAY ALL CHARGES:**

.....  
NAME OF CLIENT (BLOCK LETTERS)

.....  
SIGNATURE

DATE: