



Your Rockford Palm Cove Wedding

My Wedding Planner

You're engaged - congratulations!! At the Grand Mercure Rockford Esplanade Apartments Palm Cove and Novotel Rockford Palm Cove we are not just another venue - we understand the significance of the occasion. Our coordinators will support you throughout the planning stages until the end of your wedding day. Let us take you on this journey.

Kind Regards, The Wedding Specialists



Grand Mercure Rockford Esplanade Palm Cove

Grand Mercure Rockford Esplanade Apartments Palm Cove is perfectly positioned between the World Heritage Daintree Rainforest and the breathtaking Great Barrier Reef. At Grand Mercure Rockford Esplanade Apartments you have the option of a beach ceremony or to say your vows around our lagoon style pool set amongst a luscious tropical setting of timber decking and Melaleuca trees.

Celebrate with your family and friends in the Hibiscus or Orchid Room overlooking the tropical gardens and take advantage of the terrace or poolside for your pre-dinner drinks.

Accommodation can be organised at our special wedding rates which are extended to your family and friends so you can be surrounded by the people who matter most in your life.

Please find all our information regarding ceremony and reception packages or if you would prefer, we can tailor a package to suit your needs.




Rockford Esplanade
Palm Cove
Grand Mercure Apartments



Ceremony Packages

GRAND MERCURE ROCKFORD ESPLANADE PALM COVE

Beach Ceremony Package from \$680.00

- White Balinese flags
- 10 chairs with white chair covers
- Easel
- Red carpet
- Signing table with chair and white cloth
- Set up and onsite coordinator

Ceremony Package One from \$830.00

- 1 hour hire of the pool deck
- 10 chairs with white chair covers
- Easel
- Red carpet
- Signing table with chair and white cloth
- Set up and onsite coordinator

Ceremony Package Two from \$1,210.00

- 1 hour hire of the pool deck
- 20 chairs with white chair covers
- Easel
- Red carpet
- Signing table with chair and white cloth
- CD player
- White Balinese flags
- Set up and onsite coordinator



Reception Packages

GRAND MERCURE ROCKFORD ESPLANADE PALM COVE

All Reception Packages Include:

- Venue hire
- In-house AV
- All linen
- Glassware and cutlery
- Dinner menu of your choice
- 4 hour classic beverage package
- White chair covers and sashes
 - Supplied by Wedding Treasures, sash colour of your choice
- Table and bridal table centrepieces
 - Supplied by Wedding Treasures, centrepieces of your choice
- 5 hour DJ package
- Dance floor
- Skirted bridal table and present table
- Cake table
- Venue set up of the above items
- Onsite coordinator
- Complimentary night in a one bedroom apartment

Our packages are tailored to suit the majority of weddings and make it easy for your planning. Everything you need for a reception is here or we can create a package just for you.

Reception Package One

- Menu - Choice of the Taste of Australia Buffet or the Mediterranean Flavours Buffet
 - Priced from \$145.00 per person (40 - 69 guests)
 - Priced from \$137.00 per person (70 - 110 guests)

Reception Package Two

- Menu - Tropical Produce Buffet
 - Priced from \$157.00 per person (40 - 69 guests)
 - Priced from \$149.00 per person (70 - 110 guests)

Reception Package Three

- Menu - A World of Flavours Buffet
 - Priced from \$164.00 per person (40 - 69 guests)
 - Priced from \$156.00 per person (70 - 110 guests)

Reception Package Four

- Menu - Two course, alternate drop
 - Priced from \$153.50 per person (40 - 69 guests)
 - Priced from \$144.50 per person (70 - 110 guests)

Reception Package Five

- Menu - Three course, alternate drop
 - Priced from \$165.00 per person (40 - 69 guests)
 - Priced from \$157.00 per person (70 - 110 guests)

Reception Package Six

- Menu - Two course, banquet style dinner
 - Priced from \$159.00 per person (40 - 69 guests)
 - Priced from \$149.50 per person (70 - 110 guests)

Accommodation

GRAND MERCURE ROCKFORD ESPLANADE PALM COVE

Bride and Groom

All of our packages include one night's complimentary accommodation in a one bedroom apartment for the bride and groom (only valid on the night of your wedding). Why not extend your stay and take advantage of our special wedding rates or upgrade to our exquisite ocean front apartment for your wedding night*.

Guests

All guests who book accommodation for your wedding receive 10% off the best available rate on the day that they book. This special wedding offer is available for the duration of their stay.

Accommodation Types

Studio Grand Apartment

Consists of one queen bed with combined lounge area and private bathroom. Features kitchenette, laundry facilities, working desk and balcony, designed for 2 adults but can sleep up to 3 guests using existing bedding or a rollaway.

One Bedroom Apartment

Sleek, modern apartment featuring one large separate bedroom with a separate day bed area for relaxing. Apartment facilities include a lounge and dining area, fully equipped kitchen, private bathroom and laundry. The master bedroom contains a queen bed and has access to the balcony or terrace.

Two Bedroom Ocean View Apartment

Sleek modern apartment featuring two large separate bedrooms, two bathrooms including a separate internal spa bathroom and views over the Coral Sea. Apartment facilities include a lounge and dining area, fully equipped kitchen, private bathroom and laundry. The master bedroom contains a queen bed and has access to the balcony or terrace.

Resort Facilities

Business centre, broadband wireless internet access, freeform lagoon style pool and spa, gym, tour desk, car parking, airport shuttle and 24 hour reception. All rooms feature a balcony and/or pergola area, air conditioning, safety deposit facilities, lounge and separate dining areas in apartments, kitchenette, clothes washer and dryer, room services, boutique retail, tea and coffee making facilities, iron/ironing board, in-house movies and Austar channels, laundry/dry cleaning service.

*Subject to availability and higher rates will apply.

My Wedding Planner Checklist

Task: 6-12 months to go...

- Select wedding date and approximate time.
- Start a wedding folder and section into areas for example; checklist/planner, guest list, table plan, supplier contact list, vision book, hens and bucks nights, legal, ceremony, venue, entertainment, photographer, honeymoon, bridal registry, bride and groom.
- Sit down together with a glass of wine and cut out all the images you like including flowers, dresses, rings, men's clothes, cakes, cars, venues.
- Go to wedding expos.
- Start to work out the budget. First list everything down on a piece of paper from underwear to honeymoon - work backwards to meet your budget.
- Draw up initial guest list and decide if you would like to book a wedding coordinator.
- Meet with the priest or celebrant to confirm date and discuss the ceremony and book the venue.
- Start looking at wedding dresses and bridesmaid dresses (make sure you keep in mind the season of your wedding).
- Draft out your invitation, menu, name tag, thank you card designs.
- Organise your Master of Ceremony for your reception.
- Decide on your wedding dress and order/schedule fittings.
- Bookings:**
 - Caterer and venue
 - Musicians/singers
 - Photographer
 - Videographer
 - Florist
 - Bridal party transportation

Task: 6 months to go...

- Decide on and order all attire - veil, shoes, lingerie, accessories, bridesmaids dresses, suit for groom and groomsmen.
- Arrange/order invitations, other stationery, finalise the guest list, order the wedding cake and register with a bridal gift service.
- Bookings**
 - Hairdresser
 - Makeup artist
 - Flowers
 - Bouquets
 - Corsages
 - Table decorations and theming
 - Wedding night accommodation

Task: 3 months to go...

- Discuss menu options with the caterer for both food and beverage.
- Discuss details of the service with priest or celebrant.
- Purchase wedding gifts for the wedding party and each other.
- Start to work out your something old, new, borrowed and blue.

Task: 2 months to go...

- Post or deliver all invitations.
- Give notice of intention to marry – registration with the State Authority.
- Discuss and plan your photos with your photographer/videographer.
- Try on and order lingerie.
- Book dancing lessons - a rehearsed dance will look better on the night.
- Select songs for ceremony, entrance to reception, bridal waltz, cake cutting and general dancing.

Task: 2 months to go... (Continued)	
<input type="radio"/>	Finalise schedule of events and go through with bridal party.
<input type="radio"/>	Organise hens and bucks nights.
<input type="radio"/>	Arrange a hair and makeup trial.
<input type="radio"/>	Finalise all decorations and flower bookings.
<input type="radio"/>	Purchase a guest book, pens, cake bags and a cake knife.
Task: 1 month to go...	
<input type="radio"/>	Finalise your vows and pick up and insure wedding rings.
<input type="radio"/>	Organise the bridal party's final fitting (including accessories) and confirm that the groom's and groomsmen's outfits are ready.
<input type="radio"/>	Confirm honeymoon accommodation and flight bookings.
<input type="radio"/>	Advise those who are to make a speech and give them their allocated time slots.
<input type="radio"/>	Groom to write his speech.
<input type="radio"/>	Arrange and book wedding rehearsal.
<input type="radio"/>	Finalise all menus including dietary requirements.
<input type="radio"/>	Final dress fitting - try on the complete outfit and start wearing your wedding shoes around the house.
<input type="radio"/>	Do a seating plan and arrange place cards.
<input type="radio"/>	Confirm dates, times and requirements with all suppliers including; photographer/videographer, ceremony officiant, florist, cake maker, car hire company, company supplying guests' gifts, musicians/entertainment, hairdresser, makeup artist, beauticians.
<input type="radio"/>	Confirm guest numbers and final details with reception venue.
<input type="radio"/>	Discuss tasks for on the day with chief bridesmaid, groom and ushers.
<input type="radio"/>	Arrange any name change with government and banks etc.
<input type="radio"/>	Send MC a list of names and special people to thank.
<input type="radio"/>	Arrange for bouquet and dress to be cleaned and preserved.

Task: 2 weeks prior...	
<input type="radio"/>	Pick up wedding dress.
<input type="radio"/>	Trial your hair and makeup.
<input type="radio"/>	Organise an emergency kit – aspirin, breath mints, safety pins, makeup, brush, hair spray, sewing kit, bobby pins, extra pantyhose, stain spray, tissues, hand wipes, band aids, miracle tape, deodorant, perfume (small bottle) and girls items. This is a must and keep it small (don't pack a suitcase) and give it to your bridesmaid as she will be responsible for this.
<input type="radio"/>	Pick up travel tickets and travellers cheques if required.
Task: 7 days prior...	
<input type="radio"/>	Pack for honeymoon.
<input type="radio"/>	Try on wedding outfits.
<input type="radio"/>	Organise someone to return all hired clothes and equipment.
<input type="radio"/>	Organise who is going to pack up everything from the reception, including presents etc.
<input type="radio"/>	Have your engagement ring professionally cleaned.
Task: The day before...	
<input type="radio"/>	Lay out everything you will require on the wedding day.
<input type="radio"/>	Have nails manicured.
<input type="radio"/>	Confirm all members of the wedding party are organised and know what their jobs are.
Task: On the day...	
<input type="radio"/>	Just remember do not stress as everything can be fixed or changed - delegate as that is what your bridesmaids and best man are there for.
After the honeymoon...	
<input type="radio"/>	Make an appointment to see photographer.
<input type="radio"/>	Send thank you card for gifts.

Novotel Rockford Palm Cove Resort

The Novotel Rockford Palm Cove Resort is perfectly positioned between the World Heritage Daintree Rainforest and the breathtaking Great Barrier Reef. The township of Palm Cove is famous for its Williams Esplanade which is lined with ancient Melaleuca trees, boutique shops and multiple restaurants and cafes.

Just a few minutes walk from the Esplanade the resort boasts prime beach access for those ever popular beach weddings. The resort grounds are meticulously landscaped with rainforest board walks, stunning tropical gardens and the pathway to the beach is brought to life with flame lamps at night.

Our timber Wedding Deck is shaded by a majestic Fig tree, which creates a perfect backdrop for your vows. With our newly refurbished function rooms that accommodate all types of wedding receptions the Novotel Rockford Palm Cove will cater for all of your and your guests' needs for your special day.

Accommodation can be organised at our special event rates which are extended to your family and friends so you can be surrounded by the people who matter most in your life.

Please find all our information regarding ceremony and reception packages or if you would prefer, we can tailor a package to suit your needs.

Visit - www.novotel-pcr.com.au



ROCKFORD
PALM COVE RESORT



Ceremony Packages

NOVOTEL ROCKFORD PALM COVE

Ceremony Package 1 From \$700.00

- 1 hour hire of the Wedding Deck or garden
- 10 chairs with white chair covers
- Signing table with white tablecloth
- Set up and onsite coordinator
- Complimentary rehearsal

Ceremony Package 2 From \$1,000.00

- 1 hour hire of the Wedding Deck or garden
- 20 chairs with white chair covers
- Signing table with white tablecloth
- Red carpet
- CD player
- Set up and onsite coordinator
- Complimentary rehearsal

Beach Ceremony Package From \$680.00

- 10 chairs with white covers
- 4 white Balinese flags
- Signing table with white tablecloth
- Red carpet
- Easel
- Set up and onsite coordinator

Golf Course Ceremony Package From \$1,130.00

- Venue hire
- 20 chairs with white covers
- Red carpet
- Rose petals scattered on red carpet
- 4 white Balinese flags
- Signing table with white tablecloth
- Set up and onsite coordinator



Reception Packages

NOVOTEL ROCKFORD PALM COVE

All Reception Packages Include:

- Venue hire
- In-house AV
- All linen
- Glassware and cutlery
- Dinner menu of your choice
- 4 hour classic beverage package
- White chair covers and sashes
 - Supplied by Wedding Treasures, sash colour of your choice
- Table and bridal table centrepieces
 - Supplied by Wedding Treasures, centrepieces of your choice
- 5 hour DJ package
- Dance floor
- Skirted bridal table and present table
- Cake table
- Venue set up of the above items
- Onsite coordinator
- Complimentary night in a one bedroom apartment

Our packages are tailored to suit the majority of weddings and make it easy for your planning. Everything you need for a reception is here or we can create a package just for you.

Reception Package One

- Menu - Choice of Buffet One, Buffet Two or Buffet Three
 - Priced from \$133.00 per person (40 - 69 guests)
 - Priced from \$125.00 per person (70 - 110 guests)

Reception Package Two

- Menu - Choice of Buffet Four or Aussie Buffet
 - Priced from \$144.00 per person (40 - 69 guests)
 - Priced from \$128.00 per person (70 - 110 guests)

Reception Package Three

- Menu - Seafood Buffet
 - Priced from \$154.00 per person (40 - 69 guests)
 - Priced from \$144.50 per person (70 - 110 guests)

Reception Package Four

- Menu - Two course, alternate drop
 - Priced from \$132.00 per person (40 - 69 guests)
 - Priced from \$123.50 per person (70 - 110 guests)

Reception Package Five

- Menu - Three course, alternate drop
 - Priced from \$144.00 per person (40 - 69 guests)
 - Priced from \$135.50 per person (70 - 110 guests)

Accommodation

NOVOTEL ROCKFORD PALM COVE

Bride and Groom

All of our packages include a one night complimentary Executive Suite for the night of your wedding. Why not extend your stay and take advantage of our special wedding rates.

Guests

All guests who book accommodation for your wedding receive 10% off the best available rate on the day that they book. This special wedding offer is available for the duration of their stay.

Accommodation Rooms

Superior Rooms

Consists of two double beds with combined lounge area and private bathroom. Designed for 2 adults, can sleep 4 people using existing bedding.

Executive Suites

Separate bedroom with queen bed and ensuite bathroom. Designed for 2 adults, can sleep 4 people using sofa bed in the lounge room. Combined lounge, dining area and kitchenette - including fridge, sink area and bench space.

Two Bedroom Apartments

This room type consists of two separate bedrooms, a lounge and dining area, fully equipped kitchen, private bathroom and laundry. The master bedroom contains a queen bed and has access to the balcony or terrace and the second bedroom contains twin beds. Kitchen facilities include: oven/stove, microwave, toaster, crockery, cutlery, fridge, sink area and bench space. Designed for 4 people but can sleep 5 people with a rollaway.

Resort Facilities

Several swimming pools, including a 25m lap pool, wading pool for children and a crocodile slide, air-conditioned and fully equipped gymnasium, sports centre and bike hire, 2 tennis courts, squash court, internet terminals, licensed resort shop, 9 hole Golf Course and a hair and beauty retreat.

Top Ten Tips

1. Be patient and understanding toward each other – being organised will avoid potential friction.
2. Be healthy - exercise, drink water, eat sensibly, and do it together!
3. For the guys - become the modern man in the lead-up to the wedding. Moisturise, get your hair cut (go to someone who does it regularly so you get what you want), keep your nails clean (perhaps a manicure) and buy a good quality razor.
4. Prepare a checklist outlining things you need to take and what needs to be dropped off where on the day.
5. Honesty is the best policy - this goes for everyone. If you are unhappy with something speak up early to resolve concerns before they become a problem.
6. Create a total concept for your wedding, from invitations to dresses. Your coordinator should be the best person to assist you here as they have a wealth of experience.
7. Delegate – your family and friends want to assist you.
8. A wedding folder is a great way to be organised. File everything including suppliers' contact numbers at the front.
9. Give your Wedding Coordinator's mobile number to your bridesmaid and vice versa - our team is always available to help.
10. Avoid getting caught up in the hype - the day is about your future together, and not the most expensive dress or wedding reception.



"Love is the life
of the soul. It is
the harmony of
the Universe"

W.E. CHANNING

See you @ 2:30pm
GORGEOUS.

make me your wife.

I LOVE YOU

BRETT
MURRAY

##



Positioned 20 minutes north of Cairns, in Tropical North Queensland, Palm Cove is Cairns' premier beach and holiday destination. The Esplanade is lined with ancient Melaleuca trees, boutique shopping and an array of exquisite, seaside restaurants and cafes.



Rockford Esplanade
Palm Cove
Grand Mercure Apartments

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ROCKFORD
PALM COVE RESORT

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