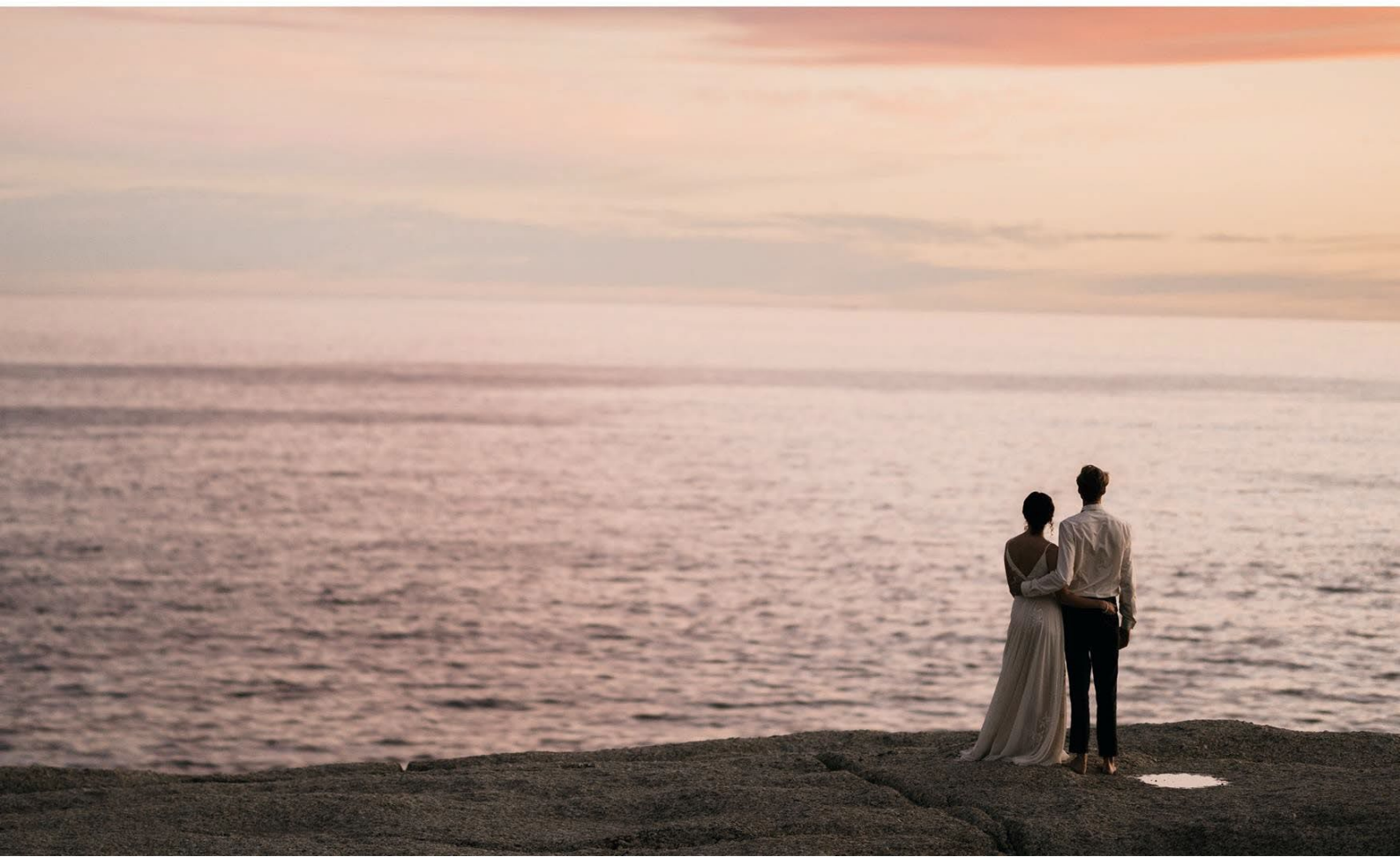


VILLA KAILASHA EVENT GUIDELINES



ELITE HAVENS





Introduction

Villa Kailasha is a stylish nine-bedroom beachside villa within a coconut grove garden in Bali's fertile Tabanan regency. The extensive and stunningly manicured lawns and garden, combined with the spacious living pavilion, alfresco terrace, and glorious views of the sea and dramatic black-sand beach, lend Villa Kailasha a fabulous tropical setting for romantic weddings and other special celebrations for up to 150 guests.

These guidelines are intended to give Event Organisers (EOs) and their clients guidance specific to Villa Kailasha and should be read in conjunction with Elite Havens General Guidelines for Event Management.

Weather

Generally, April through to October offers good weather conditions for any event at Villa Kailasha, however due to recent global weather changes, we strongly advised EOs and guests to consider wet weather conditions and plan accordingly for events during the whole year. Reviewing weather forecast closer to the wedding day is a MUST during any time of the year, as the villa has no wet weather back up OR big indoor space to accommodate the guests, especially when it involves a larger group.

It is compulsory to use a marquee or a tent on rainy days during the whole year, and special pre-planning will be required for the rainy season months in Bali (due to a high demand for marquees or tents) which normally runs from November – March (subject to change). The marquee or tent must be freestanding and needs to have clear plastic sides curtains and a proper flooring. A professional vendor is required to ensure the quality of the structure follow EH standards. A list of approved vendors can be proposed.



ELITE HAVENS



At a Glance

Max guests (main event)	:	100 Seated/150 cocktail (dry weather)
Max guests (second function)	:	40 guests
Min stay	:	2 nights (low & shoulder seasons) 3 nights (high season) 5 nights (peak season)
Event fees	:	Up to 80 guests – USD 1,200 + 15.5% tax Above 80 guests – USD 1,700 + 15.5% tax
Community fee	:	Rp 3,000,000 Local Community (Banjar) Fee for any group of 25 or more per event. Also applicable to second event (subject to change).
Villa Rates	:	See villa website (www.villakailasha.com)
Curfews	:	11 pm for all music
Property Area	:	11,000 sqm (land).



ELITE HAVENS

Event Space

The villa's extensive manicured gardens make a memorable setting for special events from small intimate dinners to more extravagant weddings. Ceremonies are usually held on the poolside deck, overlooking the ocean, with candlelit dinners to follow under a bright canopy of twinkling stars. Lower garden area will be assigned area for the event space. The upstairs living area is a perfect space for holding a meeting space or corporate meeting for max 20 guests casual seated. There's also one washroom available for the meeting near the gym area on the same floor. This space upstairs should not be considered as event space or back up plan weather.

Event Facilities

Kitchen and Bar

The villa's kitchen cannot be used for events. EOs should set up a satellite kitchen in the car park close to the staff quarters.

There is no bar at the villa, therefore freestanding bars must be set up in the lower garden area and in doing so the caterers should take care and protect the grass by using mats to minimise damage. Small wooden deck area near the pool is not suggested area for bar or dance floor due to safety reason.

Guest Washrooms

There are 2 washroom available in the lobby area that can be used during events. It is the responsibility of the EO to ensure the cleanliness of the washrooms during events.

Parking

The parking area is to be kept free for guests' arrivals and departures (drop off and pick up). This means that there is no parking on site for EOs or suppliers. Vehicles are permitted for a one-hour period for loading but should be off site at least one hour prior to the event. Guests should be encouraged to use drivers for events at Villa Kailasha as there is no taxi service in the area.



Regulations and Restrictions

The living room downstairs or the lobby area is ideal for welcome drinks but should not be used as the main event space. Furniture in this room can't be moved or removed.

Staging is not permitted over the pool.

Floating bamboo and foam structures for candles and flowers are permitted however the EO should ensure their removal by 1am or as soon as guests enter the pool in order to avoid any damage or injury.

Dance floor can be built in the lower lawn but must have a raised platform to minimize any damage to the lawns.

Fireworks and the release of balloons and/or Thai wishing lanterns are strictly forbidden.

No event set up can take place at the upper garden area. The only event space available is the lower garden only.



Other Elite Havens Villas Nearby



About 20 minutes drive

Villa Atacaya

5 bedrooms

Sleeps 10 adults

www.villaatacayabali.com



About 20 minutes drive

Villa Iskandar

4 bedrooms

Sleeps 8 adults

www.villaiskandarbali.com



About 25 minutes drive

Villa Mandalay

7 bedrooms

Sleeps 14 adults

www.villamandalaybali.com

Special rates for group bookings available,
for more information please contact:

agents@elitehavens.com or reservation@elitehavens.com

www.elitehavens.com/wedding.aspx



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www.elitehavens.com