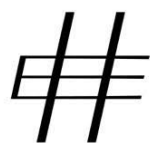


# VILLA NORBU EVENT GUIDELINES



ELITE HAVENS





## Introduction

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Villa Norbu – a modern six-bedroom villa tucked into Bali's tranquil and scenic countryside, yet minutes from Canggu's beaches, cafes and nightlife, Villa Norbu deserves a spot in the top architectural magazines of the world. Modern design meets Balinese heritage at Villa Norbu, a designer's delight, this glass-walled haven integrates effortlessly with the lush greenery that surrounds it. Ten minutes from the beach, with endless rice field views from every corner, Villa Norbu transforms easily from a long-stay holiday home for your extended family to a celebration venue unlike any other.

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

## Weather

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Generally, April through to October offers good weather conditions for any event at Villa Norbu, 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 the 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 proper flooring. A professional vendor is required to ensure the quality of the structure follows EH standards. We are happy to share a list of approved vendors if you require one.



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## At a Glance

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Max guests (main event)	:	50 seated / 75 standing
Max guests (second function)	:	40 guests
Min stay	:	2 nights (low and shoulder seasons) 3 nights (high season) 5 nights (peak season)
Event Fee	:	USD 1,500++
Community Fee	:	Local Community (Banjar) Fee: IDR 5,000,000 Applicable to second event (subject to change)
Villa Rates	:	See villa website ( <a href="http://www.villanorbubali.com">www.villanorbubali.com</a> )
Curfew	:	11 pm all music off
Property area	:	1,961 sqm (land)



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# Event Space

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Villa Norbu is a perfect venue for intimate events; the living room is ideal for welcome drinks and after party, while the terrazzo deck by the swimming pool is perfect for ceremonies.

The main lawn will be the only event space available to host the ceremony, cocktail, dinner and dancing. Re-set up will be required to transfer the space from the ceremony into the dinner reception.

# Event Facilities

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## Kitchen and Bar

The villa's kitchen must not be used during an event. Caterers can set up a satellite kitchen at the front entrance area and must use a partition to cover the view.

Free-standing bars can be set up in the paved area by the pool or grass area and must use a mat to protect the grass.

## Guest Washrooms

There are two guest's washrooms available located next to the living room and another one next to the media room. It is the responsibility of the EO to ensure the cleanliness of the washrooms during the events.

## Parking

The parking area is to be kept free for guests' arrival and departure (drop-off and pick-up only). This means that there is no parking on site for EOs or suppliers. Vehicles are permitted for one hour period for loading but should be off-site at least one hour before the event. Guests are encouraged to use drivers or taxis for events at Villa Norbu.



# Regulations and Restrictions

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The main living and dining room must not be used as an event space. The furniture cannot be moved or removed.

The only access for vendors loading is through the guest entrance, therefore the vendors must be very mindful during the setup to minimize the damage to the villa. It's EO responsibility to remind their vendors of this access including set up and clear up.

Staging is not permitted over the pool.

Floating bamboo and foam structures for candles and flowers are permitted however they should be removed by the EO by 1 AM or as soon as guests enter the pool to avoid any damage or injury.

Fireworks, balloon releases, and Thai wishing lanterns are strictly forbidden.



## Other Elite Havens Villas Nearby



Next door to Villa Norbu

### Villa Nica

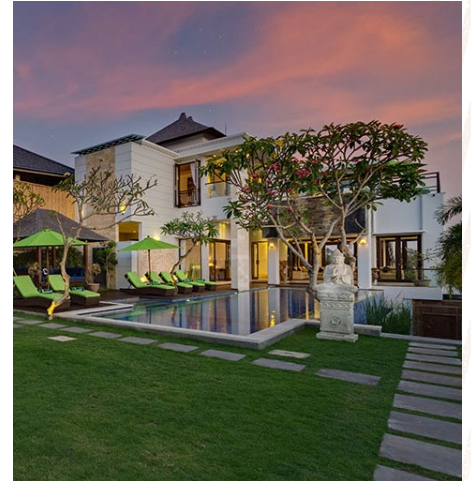
6 bedrooms  
Sleeps 12 adults  
[www.villanica.com](http://www.villanica.com)



Less than 10 minutes drive  
or around 2 k m distance

### The Iman Villa

5 bedrooms  
Sleeps 10 adults  
[www.theimanvilla.com](http://www.theimanvilla.com)



About 10 minutes drive or  
around 3 k m distance

### Villa Luwih

6 bedrooms  
Sleeps 12 adults  
[www.villaluwihbali.com](http://www.villaluwihbali.com)

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

[agents@elitehavens.com](mailto:agents@elitehavens.com) or [reservation@elitehavens.com](mailto:reservation@elitehavens.com)  
[www.elitehavens.com/wedding.aspx](http://www.elitehavens.com/wedding.aspx)



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