



Wedding & civil union guidelines



QUEENSTOWN
LAKES DISTRICT
COUNCIL

The QLDC Wedding/Civil Union Guidelines ensure public parks and reserves remain sustainable and accessible for everyone while allowing private celebrations, covering details like guest limits, fees, and approved locations. Each request is assessed individually, and bookings are only confirmed once approved in writing by both QLDC and the applicant.

WEDDING CEREMONIES:

- » A maximum of 30 guests are permitted at all parks and reserves, except for Queenstown Gardens and Wanaka Station Park where a maximum of 40 guests are permitted.
- » A maximum of 8 chairs may be used for elderly or less mobile guests. Chairs with wide, flat bottomed tips only, can be used.
- » A small portable stereo may be used - no amplified sound or music is allowed.
- » All people (includes photographers) must keep to the pathways and lawn areas and must not stand on or among any of the gardens.
- » One serving of alcohol may be served to each guest for the purpose of a toast. No glass permitted.
- » A small table for signing of the register is permitted.

IN KEEPING WITH THE NATURAL SETTING:

- » Marquees, archways and other structures (including free standing umbrellas) are not permitted.
- » Items must not be attached to trees, buildings or other fixed structures and no decorations, balloons, rice, petals, birdseed or confetti are allowed.
- » If there are no bins or bins are full at your location please be responsible for your rubbish and take it home with you.

TO ENSURE EVERYONE'S SAFETY AND ENJOYMENT:

- » As these parks are public spaces, no park may be booked exclusively and they must continue to be accessible to the public at all times.
- » No vehicles are permitted and gates must be kept locked at all times.

TIME LIMITS:

- » Please be aware that bookings are limited to a maximum of two hours (includes set-up and pack-down time). Other ceremonies may be booked before or after your event.
- » Allow at least 30 minutes either side of your ceremony. Rehearsal times are not included in your booking arrangement.

TERMS & CONDITIONS:

- » QLDC by-laws apply across all parks & reserves.
- » Please carry your booking confirmation with you in case other visitors are using the space. If there is any confusion with other visitors please ring the 24 hour call centre to be directed towards the venues team.
- » Be aware that other non-related activities may be occurring in, or in close proximity to the booked area during your period of use.

CANCELLATIONS:

- » The Queenstown Lakes District Council reserves the right to cancel any bookings due to circumstances beyond its control.

IMPORTANT INFORMATION:

- » We advise all wedding and civil union ceremony and photo session parties to book alternative back-up wet weather venues.
- » Parks staff aim for a high standard within the grounds. However, sometimes there may be maintenance work within or close by the areas booked.
- » No wedding functions are to be held on any parks & reserves.

Location Name	Description	Capacity	Frequency per annum	Car Parking
Queenstown Gardens	A park that retains much of its peaceful 19 th century character with a lily pond and band rotunda and rose gardens.	40	8	Public carparking
St Omer Park	A lakeside reserve with lake and mountain views.	30	6	Public carparking
Arrowtown Library Green	An Informal wooded Green next to Arrowtown's Library	30	6	Small reserve carpark
Wānaka Station Park	A popular passive recreation reserve with large stands of mature trees, rhododendron gardens and a rose pergola.	40	12	Small reserve carpark
Lake Hayes Reserve (Amisfield end)	An informal reserve with natural character with lake and mountain views.	30	6	Small area next to wedding tree
Lake Hayes Pavilion Reserve	Scenic reserve overlooking Lake Hayes.	50 (if only outside is booked) 130 (if the Pavilion is also booked)	8	Small reserve carpark
Wilcox Green	Open grassed reserve on fringe of Arrowtown.	30	6	Small reserve carpark

*Hāwea Lake Front is LINZ owned and managed land. Please contact LINZ.

PRICING:

Pricing for use of reserves and parks for weddings can be accessed via scanning or clicking the QR code.

The pricing schedule is an hourly rate based on Premium, Gold or Silver zoning and status of applicant; Standard or Commercial. All fees are excl. GST and are non-refundable.

Please note any Parks and Reserves not listed in locations above or in the pricing guide are classified under Silver zoning.

