

## **Definitions**

In this Terms & Conditions, the following terms shall have the following meanings:

“Agreement”	means this written agreement between the Couple and the Hotel setting out the terms and conditions on which the Hotel will supply its services to the Couple;
“Couple”	means those Customers who are to be married at the Hotel and who have made a booking at the Hotel;
“GDPR”	means the General Data Protection Regulation (Regulation (EU) 2016/679);
“Hotel Wedding Planner”	means the person employed by the Hotel to co-ordinate all Wedding Services booked by the Wedding Couple either as part of a Wedding Package or as Hotel Extras;
‘Duty Manager’	is the Manager on duty for the day responsible for a smooth operation of the hotel;
“Hotel”	means the hotel premises owned and operated by Kanika Hotels in which the Wedding Banquet will take place;
“Non-Resident”	means the Wedding Guests that have not booked to stay at the Hotel or any other Kanika Hotel;
“Priority Late Check-Out”	means that priority will be given to couples for late check-out but this is strictly subject to availability on the day;
“Resident”	means the Couple or wedding guests that have booked accommodation and will stay at the Hotel or another Kanika Hotel for a minimum of 7 nights or more;

“Time Slot”	means the specific date, time that the wedding ceremony will take place at the Hotel;
“Wedding Banquet”	means the private wedding dinner in a Hotel venue;
“Wedding Booking”	means a confirmed reservation for a wedding;
“Wedding Day”	means the day the Couple is getting married;
“Wedding Extras”	means any wedding services required by the Couple that are additional to those included in the Wedding Package, are supplied by the Hotel or any of the Hotel’s third party suppliers and for which payment must be made locally by the Wedding Couple directly to the Hotel;
“Wedding Guest”	means any person invited by the Couple to attend the wedding being 2 years old or above;
“Wedding Package”	means all the products and/or services to be offered to the Couple for their wedding, as set out in clause 12 of these Terms & Conditions;
“Wedding Pass”	means the entry pass required to be held by the Non-Resident Wedding Guests in order to be permitted to enter the Hotel on the Wedding Day.
“Kanika Wedding Guide”	This is the wedding planning guide which includes all the options for the wedding day, venues, menus and wedding services with prices.

## 1. WEDDING QUOTATIONS

- a) Quotations are valid for 30 days from the date of the quotation is given in writing, unless otherwise notified. After the expiration of the 30 days period, all quotations by Kanika Hotels and Resorts are subject to change or withdrawal without prior notice, unless otherwise specifically stated in the quotation.
- b) All prices are in Euros and include all taxes.

## **2. DEPOSITS & PAYMENTS**

- a) Upon confirmation of the Wedding Day, in order to secure your wedding venues in advance, a non-refundable and non-transferable deposit of €600 is required which will be deducted from the final settlement. Confirmation of wedding venue reservation is done after the deposit is paid and must be paid within one week of the final confirmation.
- b) A deposit of €100 is required for any wedding entertainment or special service booked. Any extra wedding services must be booked at least 90 days prior to the Wedding Day.
- c) A 50% non-refundable payment is required, 60 days prior to the Wedding Day on all services booked to date.
- d) Full payment for the wedding invoice shall be settled upon arrival at the hotel at least 24 hours prior to the Wedding Day.
- e) Final guest numbers, menu and beverages must be confirmed 7 days prior to the Wedding Day.
- f) In case of any changes in the number of guests after this time, Kanika reserves the right to agree a minimum number of guests to be charged for the reception or dining event at this time and no later than 24 hours before the day of the wedding.
- g) If guest numbers are increased, every effort will be made to accommodate this and the relevant charges will apply.
- h) Changes to the wedding quotation on all agreed services cannot be made within 24 hours of the Wedding Day.

## **3. CANCELLATION FEES**

In the event of a wedding cancellation by the Couple the following policy will apply:

### **3.1. NON-REFUNDABLE FEES**

- a) Wedding Reservation Deposit €600, set out in clause 2 (a) above, is non-refundable and non-transferable in case of cancellation or postponement.
- b) 50% Payment of total quotation amount, set out in 2 (c) above, is non-refundable in case the wedding is cancelled 60 days prior to the Wedding Day.
- c) Entertainment & Special Services Deposit €100 per booking, set out in clause 2 (b) above is non-refundable in case of cancellation.

#### **4. GENERAL WEDDING CONDITIONS**

- a) The Couple must be resident at the Hotel for a minimum of 7 nights.
- b) Non-resident weddings are not permitted.
- c) A maximum number of 10 Non-Resident Wedding Guests applies, as per clause 7 (a) below.
- d) The wedding cocktail reception and the Wedding Banquet must take place at the Hotel premises on the same day as the wedding ceremony.
- e) Upon arrival at the hotel, a meeting to finalise your wedding event will be arranged between the Couple and the hotel's wedding planner. The Couple must attend.
- f) Weddings are performed on weekdays between Monday to Friday and Time Slots are subject to availability. Weekend dates can be offered upon request and at an extra charge, strictly subject to availability.
- g) Requested wedding dates will not be finalised until acceptance of the said date and time is confirmed by the Municipality, which has the authority to conduct civil weddings at the location of the hotel. Confirmation will be given by the Hotel Wedding Planner, or when a wedding is booked via a third party tour operator or wedding specialist then the confirmation will be provided by the allocated wedding planner.

#### **5. LEGAL DOCUMENTATION**

- a) The legal documents required to marry in Cyprus are the responsibility of the Couple and all original documents must be brought with them to Cyprus. Details of all required documents are sent as part of the booking confirmation. For any queries or uncertainty regarding the required documents, the Couple must contact their dedicated wedding planner prior to their arrival in Cyprus. For weddings booked directly with the Hotel please contact the Hotel Wedding Planner and for weddings booked via a wedding specialist or tour operator please contact your allocated wedding planner.

## 6. FOOD & BEVERAGE

- a) The Wedding Banquet must take place at the Hotel on the same day as the wedding ceremony. A service charge of €400 will be applicable when a banquet is booked outside the Hotel and is not in addition to a Wedding Banquet held at the hotel.
- b) Couples that wish to have a Wedding Banquet with a special menu and services will pay the additional fees as shown in the Kanika Wedding Guide.
- c) Hotel restaurant dining is not available on the Wedding Day. If the Couple wishes to dine at any restaurant, they may only use the main buffet restaurant during daily operating hours, with normal seating in the company of other guests, with normal restaurant layout. No special set-up can be arranged.
- d) The Hotel is not obliged to refund any lost meals (accommodation terms booked), which may be included in the accommodation booked by the Couple and their guests.
- e) The timeframe set for the service of the Wedding Banquet menu are fixed and cannot be changed. Any delays could result in compromising the service & food quality; in this case the Hotel will accept no responsibility. Unscheduled or prolonged activities such as photography, excursions, tours, and speeches etc which affect the agreed plan for the day may result in additional charges if additional or replacement menu items have to be prepared.
- f) The Hotel restricts consumption of any food and beverage products that are purchased from outside the hotel. Any food items and wedding cakes from external suppliers are strictly prohibited in the premises of Kanika hotels unless they are approved suppliers of Kanika. In the event that a food item or wedding cake is authorized by Kanika to be brought in the Hotel from external supplier, a health certificate is required.
- g) Wedding cakes which are not consumed on the Wedding Day cannot be kept for health & safety reasons and no storage facility can be provided.
- h) The Hotel management is obliged to abide by Cyprus laws and regulations according to which the management reserves the right to refuse the provision of services to intoxicated guests. The abuse of alcohol and irresponsible behaviour will not be tolerated. The Hotel reserves the right to judge acceptable levels of noise or behavior of the Couple, their guests, representatives or contractors (including, but not limited to, persons engaged by the Couple to provide entertainment or other services). The Couple must ensure compliance with the hotel's directions regarding noise and behavior.

## 7. WEDDING GUESTS

- a) Wedding Guests are required to be residents of the Hotel for a minimum of 7 nights.
- b) Only 10 Non-Resident Wedding Guests per wedding, including children, are permitted to enter the hotel on the wedding day. Non-Resident Wedding Guests are only permitted to enter the Hotel and attend the wedding if they purchase one of the Wedding Passes (prices of the Wedding Pass, which is valid only for the Wedding Day and details of the beverages included in the prices, can be found in the Kanika Wedding Guide). The Wedding Pass is valid strictly only for the Wedding Day, one (1) hour prior to the ceremony until 11:30pm and does not include access to the pools or the use of any other Hotel facilities.
- c) Wedding Pass payments are the ultimate responsibility of the Couple and must be paid in full prior to the Wedding Day as part of the final wedding invoice, due 24 hours before the Wedding Day.
- d) The Couple must complete a form that will be provided by the Hotel Wedding Planner with the full name list of the Non-Resident Wedding Guests that will be attending the Wedding Day.

Any Non-Resident Wedding Guests must report to reception upon arrival to the Hotel and collect their Wedding Pass.

- e) All-Inclusive Hotels: The Wedding Pass charge is €75.00 euros per person and includes drinks from the All-Inclusive menu

**Alexander the Great: The Wedding Pass entrance charge is €20.00 per person excluding drinks.**

- f) **Amavi Hotel: Non-resident wedding guests are not permitted to enter the hotel. All wedding guests must be resident for a minimum of 7 nights.**

## 8. EXTERNAL SUPPLIERS

- a) External non-authorized suppliers, specifically hairdressers, beauticians, make-up artists, florists, decorators, musicians or entertainers, cake suppliers and photographers, are not permitted to enter the Hotel. Only official suppliers approved by Kanika Hotels and authorized wedding specialists and tour operators are permitted to operate within the hotel premises.

- b) Without prejudice to the provisions of clause 8 (a) above, Kanika is not liable for actions and/or inactions of third party suppliers that are booked by a tour operator or wedding specialist and Kanika can accept responsibility only for the services booked/provided directly by the Hotel.
- c) All services required for the wedding must be organized and booked through the Hotel Wedding Planner or authorised suppliers of the tour operator/wedding specialist. The hotel reserves the right to prevent the entrance of any third party in order to ensure the smooth operation of the Hotel. Unauthorized external suppliers are not permitted in the Hotel premises.
- d) The Hotel reserves the right to substitute any product or service with another of an equivalent quality and quantity product, should the original product not be available.

## **9. WEDDING VENUES**

- a) The Hotel reserves the right to change the venue of the event if required, for example in the case of adverse weather conditions or if final number of Wedding Guests changes, for reasons beyond the control of Kanika. In this case no refunds will be offered.

## **10. ENTERTAINMENT**

- a) Music and entertainment within private venues will finish at 11.30pm. Only authorized suppliers and Hotel staff are permitted to use and monitor Hotel equipment. Volume levels remain under the Hotel's control at all times.
- b) Couples wishing to extend their party until after 11.30pm can arrange this via the Hotel Wedding Planner. This can be arranged in a dedicated venue, where available, at an additional charge and is strictly subject to availability.

## **11. LOSS & DAMAGE**

- a) The Couple will be responsible for any loss or damages made to the venue, furniture, table decoration and other equipment by their Wedding Guests. In case of any damage resulting from the actions and/or inactions of the Couple or the Wedding Guests, the Couple will be charged accordingly by the Hotel management.
- b) Any personal items found in the venue at the end of the event will be returned to lost property of the Hotel; however, no responsibility can be taken for any property which is not located by the Hotel.

## **12. WEDDING INCLUSIONS T&C'S**

When booking your wedding at any Kanika Hotel you will receive the following inclusions:

**a) Personal Wedding Planner**

Complimentary services of a personal wedding planner, to plan the Couple's Wedding Day.

**b) Preparation of Marriage Documents**

Please refer to clause 5 (a) above.

**c) Secure Storage Facility**

Please refer to clause 13 (a) below.

**d) VIP Airport Transfers**

The transfers are from/to the airport and are valid strictly for the Couple only and their children. Booked by the Hotel Wedding Planner based on arrival and departure dates and times.

**e) VIP Check-in**

Fast track check-in and meet and greet by the Hotel Wedding Planner or Duty Manager.

**f) Room Amenities**

This includes luxury amenities in room upon arrival at the hotel.

**g) Turndown Service**

Turndown service takes place on the wedding night.

**h) Candlelit Dinner**

This service is booked by the Hotel Wedding Planner during the pre-wedding meeting after arrival at the Hotel and can take place on any night during the Couple's stay. Valid for the Couple only and their children.

**i) Sparkling Wine Breakfast**

This will be served in the Couple's room the morning after the wedding. The preferred time of service will be booked by the Hotel Wedding Planner.

**j) Spa Treatment**

A Couple's treatment that will take place at the hotel Spa during their stay at the hotel. Couple can select from a special Couple Spa menu and will be booked by the Hotels Wedding Planner upon arrival at the Hotel.

**k) Priority Late Check-out**



Priority Late Check-Out will be given to the Couple, strictly subject to availability on the day of check-out.

**I) Commemorative Wedding Gift**

One gift per Couple.

Whilst we endeavour to offer all above inclusions to all our Couples this cannot be guaranteed and is strictly subject to availability. Kanika reserves the right to replace any of the above inclusions at any time without prior notice.

**13. STORAGE AND GOODS HANDLING**

a) Storage Location: Hotel may store the Couple's goods at its discretion at any one or more buildings at the Hotel's warehouse location. The Hotel may provide additional services to the Couple as requested and as agreed. The Hotel reserves the right to terminate storage and to require the removal of the goods, or any portion thereof, by giving the guests a twenty-four (24) hours advance written notice.

Unless otherwise is decided, hazardous materials will not be accepted for storage if the management of the hotel will consider the goods as hazardous.

b) The Hotel will accept no responsibility in case of any loss or damage of goods during transportation/shipping.

c) The hotel will not accept any post boxes for wedding cards and any valuable items are the ultimate responsibility of the wedding Couple.

**14. FORCE MAJEURE**

a) Kanika will not be liable on failure to perform or to delay a related service in case of unforeseen force majeure events which shall include but shall not be limited to (a) war, curfew, invasion; (b) riot, uprising against constituted authority, civil commotion, disorder, rebellion, organised armed resistance to the government, insurrection, revolt, military or usurped power, civil war; (c) bad weather, drought, flood, fire, arson, storm, lightning tempest, earthquake, pandemic, including but not limited to COVID-19 or other Acts of God; (d) unearthing of archaeological findings and suspension of works by the relevant authorities.

In such case Cancellation Fees, mentioned in clause 3 above will apply.

**15. PERSONAL DATA & GDPR POLICY**

- a) Kanika complies with the General Data Protection Regulation (Reg EU 2016/679) (the “GDPR”) and with all other data protection and privacy laws or regulations that are applicable in the Republic of Cyprus regarding to the operation of its business. For further information in regards to how your personal data are treated by Kanika, please refer to our Privacy Policy.
  
- b) Kanika may display wedding photographs for promotional purposes on its website, social media, on wedding blogs, on wedding photography related websites, in exhibitions, in advertising, brochures, magazine articles and other such material, provided that such images are used lawfully and without damage to Kanika clients. The rights of the people captured in these photographs are protected as detailed in our Privacy Policy. Couples will be asked to give their written consent for this as part of the contractual agreement before any work is undertaken. Kanika will not use any photographs or videos taken on the Wedding Day if the Couple does not agree to sign the aforesaid consent form.

Kanika reserves the right to make changes to the wedding services, prices and provisions of these Terms & Conditions at any time, provided that a written notice is given at least 6 months in advance. The Couple shall have the right either to accept the changes or to terminate the agreement. In case of termination of the agreement, the Cancellation fees policy contained in clause 3 herein above applies.

**I HAVE READ, UNDERSTOOD AND ACCEPT THE ABOVE TERMS & CONDITIONS**

Brides Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Grooms Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_