



# POLICY





## GENERAL POLICY + INFORMATION

### RESTAURANT SERVICES & HOURS

- Gather on Maui offers comprehensive assistance with wedding site location and restaurant services. Our Director of Sales collaborates with clients and their wedding planners to facilitate site booking and fulfill all food and beverage requirements.
- On-site management is crucial for vendor coordination, guest reception, and ensuring event fluidity. We work closely with seasoned wedding planners in Maui and are pleased to provide referrals for those familiar with our operations.
- All event details, including menu selections, are due no later than 30 days before the event. Final guest counts are required 7 days in advance, with fees applicable for changes beyond this point.

### FOOD AND BEVERAGE RIGHTS

- Exclusive food and beverage rights are held by Gather on Maui for the Wailea Gold and Emerald courses, Molokini Lookout, and associated restaurant sites. External food or beverage provisions are not permitted.
- All cake orders must be processed through Gather on Maui.

### RESTAURANT LOCATION

- Gather on Maui is situated atop a hillside overlooking the Pacific Ocean. For beach photography, a nearby beach is accessible within a short 5–10-minute drive.
- Adjacent to open golf courses, our location offers stunning views and amenities. While we strive to minimize disruptions, events held on golf course properties may be subject to occasional environmental factors beyond our control.
- Due to natural wear and tear and seasonal variations, we cannot guarantee the condition of lawns at Molokini Lookout or the Wedding Knoll. Please note that seasonal insects such as gnats and ants may be present.
- Regular golf course maintenance activities may produce intermittent sounds, which we endeavor to monitor.
- Given limited roadways on the island, we recommend guests and hosts stay on the south side of the island for convenience.

### COORDINATORS & WEDDING PLANNERS

- Gather on Maui does not provide wedding or event coordinator services. Clients may engage their own approved coordinator or designate an on-site contact for event management.
- All wedding planners and event coordinators must receive approval. We are delighted to share a list of reputable vendors with whom we frequently collaborate.
- Coordinators/Planners are obligatory for events at Molokini Lookout.





## General Policy + Information (Con't)

### VENDORS NOT HIRED BY GATHER ON MAUI

- External vendors, including planners and rental companies, must be approved by Gather on Maui at least 30 days before the event. All vendors, except officiants and florists, must carry a minimum \$1 million liability insurance.
- Directly contracted vendors are responsible for setup, service, and breakdown of their equipment. Gather on Maui assumes no liability for items left behind after the event.
- The use of drones requires individual approval.

### SITE INSPECTION APPOINTMENTS/MENU TASTING

- Site inspections and tastings are available by appointment. Contact Rondi Spurling at [rspurling@gathergroupllc.com](mailto:rspurling@gathergroupllc.com) to schedule

### WEDDING CHANGING ROOMS

- The Wailea Golf Course offers locker rooms for brides and grooms to change and meet with planners. Alcoholic beverages are not allowed in the locker rooms.

### MENUS

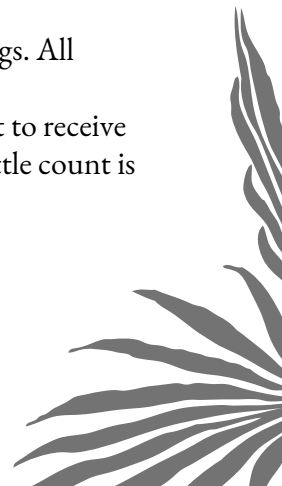
- Set menus are required for parties of 10 or more. Smaller groups may choose from à la carte or set menus.
- Vegetarian, gluten-free, and children's selections are available.
- Menu offerings and prices are subject to change based on availability.

### CAKES

- Wedding cakes must be sourced exclusively from the trusted vendors listed below, endorsed by us for their exceptional quality and service. The cake cutting fee is \$50 for events hosting up to 25 guests. For larger groups, there will be an additional charge of \$2 per person
  - [Maui Wedding Cakes](#)
  - [Sweet on Maui](#)
  - [Ghiselani Designer Wedding Cakes](#)
  - [Rustic Roses Maui Cakes](#)

### WINE

- Guests are not permitted to bring their own wines or spirits, including mini bottles for gift bags. All liquor must be purchased from the restaurant.
- We do not allow corkage fees. Please contact us approximately 2-3 months prior to your event to receive our current wine lists for selection. Submit your choices along with your menu details; no bottle count is necessary. All wine selections are subject to availability.





## General Policy + Information (Con't)

### TABLE SET-UP, SEATING ARRANGEMENT, AND DÉCOR

- Our staff will set tables 90 minutes prior to your event, including plates, glassware, and silverware. Linen incurs an additional fee.
- Decorative votives and candles must be approved by Gather due to fire regulations. Sparklers and fire dancers are not permitted unless authorized.
- Confetti or fake petals are prohibited.
- A guest book table is available upon request at no additional charge.
- The use of microphones for guest toasts or speeches is not permitted in reception function locations unless a full buy-out is booked.
- Table configurations will be arranged according to the location, and requests for specific table setups may incur an additional linen fee.

### INCLEMENT WEATHER

- In the event of inclement weather, your event will be moved indoors. The backup location will vary based on event specifics.
- No refunds are issued due to inclement weather. The decision to move indoors must be made 3-4 hours prior to the event, adhering to state or county weather warnings. Gather on Maui reserves the final say on the setup location.

### CURFEWS

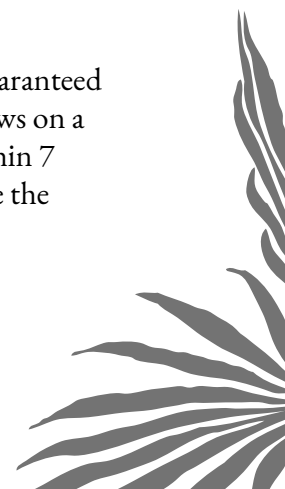
- Gather requests that all events conclude by 10 PM. Early start time fees and/or overtime fees will be applied at a rate of \$500 per hour, plus tax and service charge. Arrangements for overtime must be made at least 30 days prior to your event. Please note that even with overtime, music and entertainment must cease at 10 PM in compliance with Maui County law. Requests for overtime may extend no later than 11 PM.

### PARKING & TRANSPORTATION

- Complimentary parking is provided for events at the restaurant.
- Due to limited vehicle space at Molokini Lookout, parking is restricted to vendors. All guests must be transported via shuttle service, which incurs an additional fee.

### GUARANTEE

- A guarantee of attendance is required 7 days in advance of the event. Failure to provide a guaranteed count will result in the tentative number of guests becoming the guaranteed count. No-shows on a guaranteed count are charged the full price of the set menu. If the guest count increases within 7 days of the event, we reserve the right to make any necessary menu changes to accommodate the new guest count.





## General Policy + Information (Con't)

### ADVANCE DEPOSIT AND PAYMENT

- Booking and payment of your event confirm that you are fully aware of and agree to all Gather on Maui policies. An advance deposit is necessary to confirm reservations for any of our sites.
- Failure to submit a deposit within 30 days of booking will result in the automatic release of your date and space.
- A payment equivalent to 50% of the expected total event cost is required and must be received no later than 30 days prior to the event (i.e., food, rentals, etc.).

### BILLING

- Tax and coordination fees are not included in set prices and will be added to your final bill. The Hawaii state tax rate is 4.712%. A coordination fee of 25% will be added to all applicable items.
- Final billing for each event will be arranged and approved by Management at least 30 days prior to the event. Final payment is due at the conclusion of your function and is payable by credit card or cash.
- In the absence of payment, the credit card on file will be used for your final billing payment.

### CANCELLATION POLICY ON NON-EXCLUSIVE EVENTS

- A full refund of the deposit will be provided for cancellations made at least ninety (90) days prior to the event
- For cancellations made between forty (40) and eighty-nine (89) days prior to the event, twenty-five percent (50%) of the deposit is non-refundable.
- Cancellations made between thirty (30) and thirty-nine (39) days prior to the event will result in the deposit being non-refundable.
- For cancellations occurring twenty-nine (29) days or less before the event, no fees are refundable, and the entire amount is payable and due.

### DEPOSITS

- Client is required to authorize a credit card online to secure this booking.
- Client is required to pay an initial deposit of \$1,500.00. Event is not confirmed, and caterer may release reservation if no deposit is received.
- Client is required to pay an additional deposit totaling fifty percent (50%) of the estimated event total upon approval of menu and associated costs. In the event the additional deposit is not received by the deadline, Caterer reserves the right to cancel the contract and the initial deposit will not be returned to Client.

### RESERVING YOUR SPACE

To book your reservation, sign the contract with the credit card authorization form. Booking and payment of your deposit confirm that you fully understand and agree to all Gather on Maui policies.

### IMPORTANT

It is your responsibility to inform us of any changes at the time your final order is sent to you.

