



# BOUTIQUE VILLAS BALI

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## **Wedding & Event – Terms and Conditions and Charges**

Villa Rosita has been the venue for numerous special occasions over the years. Its breathtaking views and tranquil setting make it the perfect location for an intimate destination wedding or celebration.

Weddings, Events and guest parties inherently place a significant demand on a villa and its staff. These guidelines aim to clarify the conditions under which a villa can be booked for an event or party, ensuring that our guests have an enjoyable experience while protecting the villa and the staff. Our goal is to assist guests and event organizers (EOs) in hosting seamless events.

To ensure your celebration unfolds perfectly and meets all your expectations, please review the following terms and conditions. This will help clarify all requirements, restrictions, and charges.

Please note that commercial events (ticketed) are not permitted at any of our villas. Events and parties can only be hosted at our villa where guests have booked to stay and are therefore subject to the same accommodation booking requirements, including minimum stay conditions. Additionally, events cannot be held on the day of check-in or check-out.

### **Villa Rosita Bali Specifications**

Website: <https://www.villarositabali.com/>

Location: *Jalan Pantai Tegal Besar, Br. Tegal Besar, Desa Negari, 80752 Keramas, Indonesia, Banjarangkan, Klungkung Bali*

Area: 2500m<sup>2</sup>

Bedrooms: 7 Bedrooms with maximum occupancy up to 16 guests

Aspects: Direct Beach Front

Event Capacity: Up to 60 guests

***A Guest Party is an exclusive social gathering limited to the Maximum Number of Guests specified for the respective villa.***

### **Guest Party Fee**

If your Guest Party does not involve external suppliers, no Event Fees or Security Deposit will be necessary. Only the standard villa charge or a villa service fee (typically 20%) will apply to the actual cost of any additional food, drinks, equipment, or services requested by the guests, such as birthday cakes, decorations, or dance performances.

### **Guest Party Guidelines**

Guest Parties can be accommodated using the existing equipment and the in-villa chef/cooks and staff. This is usually done in a buffet or family style with a specific number of set dishes.

For Guest Parties exceeding the Standard Number of Guests permitted at the villa, seating for all guests may not be feasible, necessitating a cocktail-style arrangement and fees may then apply.

We recommend informing us at least one month prior to your arrival to organize any arrangements, as certain items (like cakes) require time to organize. The local villa manager will be your primary contact for all Guest Party arrangements.

### **Guest Parties with External Suppliers**

For any guest parties/events involving external suppliers such as caterers, DJs, celebrants, etc., the fees and security deposit will apply (see below). This is due to the increased risk of damage to the villa and the added complexity of organization when external contractors are involved.

### **Event Guidelines**

***An event is a private social gathering or celebration where the total number of guests exceeds the villa's maximum capacity, or where external equipment (e.g., a sound system) or contractors (e.g., external catering, dancers, or DJs) are required or involved.***

***Each event requires prior approval from the owner/management and must adhere to the standard booking conditions of the villa, including advance payment.***

## Event Fees

An event fee is charged for hosting an event. The fee varies depending on the expected number of guests. This fee will be included in the villa booking invoice and must be paid according to the standard payment terms: a 50% deposit upon confirmation and the remaining 50% due 30 days prior to arrival.

<i>Event Type</i>	<i>Fee</i>
Small event (Villa guests only)	US \$200
Standard event (<25 guests)	US \$380
Large event (<60 guests)	US \$800
Very large event (>60 guests)	Not Possible

## Local Permit Fee.

The Banjar Fee, a local permit fee, is an additional charge required by the local community, known as the 'Banjar'. This fee covers the cost of security and parking assistance provided on the day of the event.

<i>Event Type</i>	<i>Local Permit Fee</i>
Small event (Villa guests only)	*None required
Standard event (<25 guests)	*US \$200
Large event (<60 guests)	US \$300
Very large event (>60 guests)	Not Possible

Based on previous events, this is our expectation; however, the Banjar or police may alter their stance. They might impose a fee, especially for events with loud music, or waive it for smaller gatherings or those without loud music. Fireworks require Banjar approval and may incur an additional fee for a police-issued permit. Thai fire lanterns are prohibited.

### **Security Deposit**

Hosting an event with external guests or contractors increases the risk of stains, breakages, cigarette burns, and other damages. Therefore, a Security Deposit is required. This deposit, along with the relevant Banjar fee, must be paid upon arrival at the villa. We aim to return the Security Deposit as soon as possible after the event concludes, ideally before guest check-out, but no later than 5 working days thereafter.

<i><b>Event Type</b></i>	<i><b>Security Deposit</b></i>
Small event (Villa guests only)	US \$350
Standard event (<25 guests)	US \$350
Large event (<60 guests)	US \$700
Very large event (>60 guests)	Not Possible



The Event Organiser (EO) is responsible for documenting any existing damage at the villa before the event. Following the event, our local villa manager will perform a comprehensive inspection to identify any new damage.

Guests are liable for any damage incurred at the villa during the event in accordance with our Standard Terms and Conditions. The compensation required will cover the cost of repairing or replacing any damage or breakage, and these amounts will be deducted from the Security Deposit first.

Any damage caused by the EO's staff, vendors, or caterers will be the sole responsibility of the EO. Should we be unable to recover these costs from the EO, the expenses will be deducted from the Guest Security Deposit. Therefore, it is advisable for guests to ensure that the EO has suitable arrangements to cover any potential damage.

## Event Process

Boutique Villas will designate a single contact person for the entire duration of an event, from initial contact to completion, and will inform the Event Organizer (EO) and guests accordingly.

Guests must appoint an experienced EO before confirming an event booking. The EO will be responsible for coordinating all aspects of the event with Boutique Villas and the local villa staff.

The EO is required to submit an Event Plan at least 4 weeks before the event date. This plan should include an Event Summary, a Run Sheet, and a Site Plan. Boutique Villas will review the Event Plan and provide feedback no later than 14 days before the event. Failure to submit the Event Plan on time may result in event cancellation.

The Event Plan should ensure that all preparations and deliveries before the event, as well as all cleanup and equipment removal afterward, are completed within the agreed check-in and check-out times.

During and after the event, the EO must:

- Be onsite for the entire duration, including setup, the event itself, and cleanup. Local villa managers may deny entry to contractors until the EO is present.
- Provide all necessary staff for the event, including setup, equipment handling, event management, and venue cleanup. Villa staff will continue to take care of the villa and its guests.
- Arrange all required facilities and services, including:
  - Catering and Drinks
  - Glassware and Crockery
  - Entertainment
  - Decorations
  - Celebrant
  - Independent power source
- Utilize local community services where possible (e.g., flower girls, rindik, gamelan).

- Ensure EO staff and vendors do not smoke, eat, or sleep on villa premises, except in designated areas approved by the local villa manager.
- Prevent vendors from entering guest areas without permission from the local villa manager.
- Restore the villa to its original condition as soon as practicable after the event, and within 24 hours, including cleaning all areas used and removing all rubbish and equipment.

### **Structures**

Events often require structures that can potentially cause long-term damage, particularly to lawns and swimming pools. To minimize damage, the EO must ensure:

- Structures like marquees, service bars, pool platforms, dance floors, and DJ booths are included in the Site Plan for Boutique Villas approval.
- Marquees should be freestanding where possible.
- Staging and platforms should have protective drop sheets before painting.

### **Music**

Guests and EOs must be mindful of local community (Banjar) noise regulations.

For Villa Rosita, the restrictions are:

- Live music (band) and DJ permitted until 11 pm.
- iPod music/in-villa music system permitted until midnight.
- Reasonable house stereo system permitted after midnight, with appropriate sound levels determined by the villa manager.

### **Power**

The villa's electrical supplies, including power, cabling, and lighting, are generally insufficient for events. To avoid damaging the supply and protect the villa from fire hazards, please adhere to the following guidelines:

- Do not draw power from the villa supply.
- Supply a generator with a minimum of 40KVA.

- Avoid digging cables into lawns.
- Whenever possible, route cables along the edges of concrete or grass.
- Install cable traps in high-traffic areas or where cables could pose a safety risk.
- Electric lanterns may be hung from trees using existing nails only.
- Secure heavy lighting with metal braces rather than hooks and nails.

### **Fireworks and Paper Lanterns**

Any item involving an open flame (e.g., fireworks, garden torches, candles) must be included in the Site Plan. Fireworks require additional approval from the local Banjar and may incur extra fees. Thai paper lanterns are prohibited.

### **Parking**

The parking area at Villa Rosita is reserved for guest arrivals and departures (drop-off and pick-up only). There is no on-site parking for Event Organizers (EOs) or suppliers. Street parking is available nearby, but guests are encouraged to use drivers or taxis for events whenever possible.

### **Weather**

The best conditions for events are from April to October, though onshore trade winds peak in July. EOs should plan for rainy season conditions (November to March) and make appropriate arrangements. A marquee is compulsory for large or very large events during the rainy season months in Bali (November – March) to protect against adverse weather conditions. Villa Rosita does not have sufficient indoor space to accommodate all guests for large events. The marquee should have clear plastic side curtains and proper flooring. A professional vendor must ensure the quality of the structure.

### **Villa Rosita – Specifics**

#### **Event Space**

Villa Rosita, set on 2500m<sup>2</sup> with stunning views over the beach towards Nusa Penida, is ideal for families or large groups and perfect for intimate celebrations such as cocktail parties or weddings. It can accommodate up to 60 guests for a semi-standing party or up to 40 guests for a fully seated setup. The villa features a spectacular infinity pool, with ceremonies typically held at the end of the pool, offering a beautiful backdrop of the beach and sea.

## **Kitchen and Bar**

Villa Rosita has a sizable guest kitchen available for event use, though it is located at the rear of the property and may not be practical. EOs should plan to utilize the covered area near the pool, which includes dining and lounging spaces.

## **Guest Toilets**

There are two guest washrooms available for use during events: one by the beach dining/lounge area and another off the main lounge area. The EO is responsible for maintaining the cleanliness of washrooms during events.

## **Force Majeure**

Neither party shall be considered in default of this agreement, nor shall it hold the other party responsible for any cessation, interruption, or delay in the performance of its obligations (excluding payment obligations) due to causes beyond its reasonable control, including but not limited to earthquakes, floods, fires, storms, natural disasters, acts of God, war, terrorism, armed conflict, labor strikes, lockouts, boycotts, or similar events. The hirer is responsible for obtaining event insurance

## **Cancellation Policy**

Our standard cancellation policy for accommodation applies to all event bookings at Villa Rosita:

- For cancellations made more than 30 days prior to check-in during low and mid-season, and more than 90 days prior to check-in during high or peak season, we will refund the full deposit amount (50% of the total booking) minus an US\$50 administration fee and any relevant bank charges or exchange rate differences.
- For cancellations made more than 30 days before arrival, we will waive the obligation to pay the remaining 50% of the booking amount.
- For cancellations made within 30 days of arrival, payments are non-refundable unless otherwise agreed by Boutique Villas Bali.

In the event of cancellation, any additional payments, including event fees, banjar payments, and extra guest payments, will be refunded in full provided the cancellation is made at least 7 days prior to check-in. If cancellation occurs within 7 days of check-in, we reserve the right to deduct any costs already incurred, such as Banjar fees, food, drink, and decorations at the villa.

We highly recommend that all guests purchase travel insurance to cover any unforeseen emergencies that may affect their stay.