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Physical address: 39a Churchouse Road, Greenhithe, North Shore City 0632, Auckland.  
Postal address: PO Box 90, Greenhithe, North Shore City 0756, Auckland.  
Phone: (09) 413-8468. Email: [fairies@ivycottage.co.nz](mailto:fairies@ivycottage.co.nz). Web: [www.ivycottage.co.nz](http://www.ivycottage.co.nz)

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Hello!

Thanks for your enquiry. Attached is an introduction to our magical little Cottage and Enchanted Garden venue. There's nowhere else like it!

The attached pages contain all the info you need to know when thinking about where to have your next party, visit or social event.

This info, plus our picture gallery, can also be found on our fantastic website: [www.ivycottage.co.nz](http://www.ivycottage.co.nz)

If you would like to book a party, visit or any other event you can either book online, phone us on 413-8468 or email us at [fairies@ivycottage.co.nz](mailto:fairies@ivycottage.co.nz)

If you have any questions please feel free to contact us by phone or email, or better still arrange a time to come & have a look around Ivy Cottage & the Enchanted Garden!

We look forward to hearing from you soon!  
From the friendly fairies at Ivy Cottage.

Other things we offer...

# ADULT PARTIES & EVENTS at Ivy Cottage

Enjoy the security and privacy of Ivy Cottage and the peaceful Enchanted Garden which surrounds it. A truly relaxing & inspiring location for any get-together. We cater for groups of up to 40 people (kids included in this number). Our indoor table seats 10 adults + outdoor "café style" seating for 10 on the undercover deck + standing room.

Relax!  
We'll do  
everything  
for you!

## Open every day for...

- ▶ Coffee groups & short garden visits
- ▶ Group or business meetings
- ▶ Team building & Workshops
- ▶ Offsite meetings
- ▶ Social occasions
- ▶ Devonshire Teas (extra \$4 per person)
- ▶ Small corporate functions & events
- ▶ Hens Parties & Pamper Parties
- ▶ Christmas functions
- ▶ Birthday get-togethers
- ▶ Ceremonies & small weddings, etc

## Our venue caters exclusively for your function!

- ▶ Unique, peaceful cottage & enchanted garden atmosphere
- ▶ Exclusive use of the cottage, gardens, craft room & deck
- ▶ A staff member taking care of your needs
- ▶ Relaxing background music
- ▶ Complimentary tea & coffee
- ▶ Catered food organised (or bring your own)
- ▶ Dining around our magnificent wooden table
- ▶ Café style outside deck area (undercover)
- ▶ Plenty of parking available



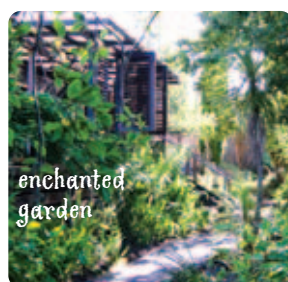
relaxing  
deck area



magnificent  
wooden table



the brazen  
garden



enchanted  
garden

## Prices

- ▶ Monday-Friday  
\$10 per person for a 1 hour garden visit  
\$5 per person for a half hour garden visit
- ▶ Monday-Friday  
Half day venue hire \$200 (9am-12.30pm/1.30-5pm)  
Full day venue hire \$350 (9am-5pm)
- ▶ Saturday & Sunday  
\$170 per hour \* Contact us for special offers
- ▶ Devonshire Teas (scones, jam, cream, tea & coffee)  
Additional \$4 per person

Prices include GST. Additional charges for our catered food & pamper parties. You may bring your own food & we'll reheat only & serve.

**IMPORTANT NOTE:** Our Enchanted Garden is NOT suitable for people with wheelchairs, walkers or anyone who has difficulty walking - the pathways are VERY bumpy & rocky!

For bookings or more info please phone us: (09) 413-8468





Ivy Cottage 2000-2010

# Ivy Cottage & the Enchanted Garden History!



Ivy Cottage and the Enchanted Garden was originally named "Omahanui Gardens" - one of Auckland's first privately owned public gardens. The gardens were developed almost 40 years ago by the famous rose specialists, Toni and Ron Sylvester (clothing designer Kate Sylvester's parents).

At the time the gardens set the scene for the garden tour industry, attracting many coach-loads of visitors and also featuring in magazines and on several occasions on the Garden Show.

The small cottage itself was originally named Ivy Cottage and was built for Toni Sylvester's mother - who lived here and set up a pottery studio inside.

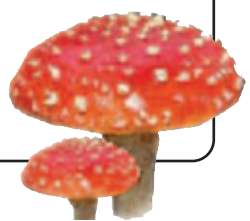
The owners of Omahanui Gardens changed over the years, until Childrens Theme Parties Ltd was created in 2000 by Robyn Cunliffe. Her vision was to create a unique, safe environment for children, their families and friends and bring nature to the forefront of childrens' imaginations.

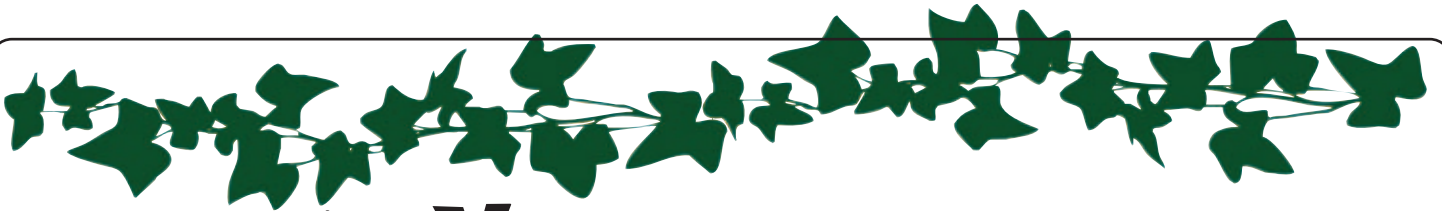
Lisa Ritchie purchased Children's Theme Parties Ltd in 2003 and extended the business to include the opportunity for anyone to visit or hire Ivy Cottage and experience our enchanted hide-away.

Although most of the gardens have now vanished due to the previous owners subdividing the property, we continue to share the well-established 1/4 acre "Brazen Garden" (Enchanted Garden) with many children and their families.

Over 1000 children visit Ivy Cottage every year with their families and friends and experience the wonderful surroundings.

The fact that the gardens have always been shared with others, and also that a 120 year old oak tree grows in the centre of the garden, explains the magical and enchanting atmosphere.





# ivy cottage

and the Enchanted Garden



39a Churchouse Road, Greenhithe. PO Box 90, Greenhithe, Auckland.  
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## Delicious Adult's Food!

You may choose to sit around the magnificent wooden table and feast...  
while drinking out of ancient goblets and precious china tea cups. Magical!

We really do try to make things as easy as possible for those of you with busy lives.  
Relax & let us do the organising!

Treat  
yourself!

Our very helpful friends at Brake Cafe can provide lovely gourmet nibbles for your adult guests.  
Please note: As from 1 Sept 2010 Brake Cafe will be supplying the adults food.  
Some prices may vary.

Phone David at Brake Cafe on 0800 BARISTA or 444-8377 or email: [coffeedesign@extra.co.nz](mailto:coffeedesign@extra.co.nz)  
\* Please note that orders are subject to availability.

Please choose from the menu on the next page \* menu changes on occasion.

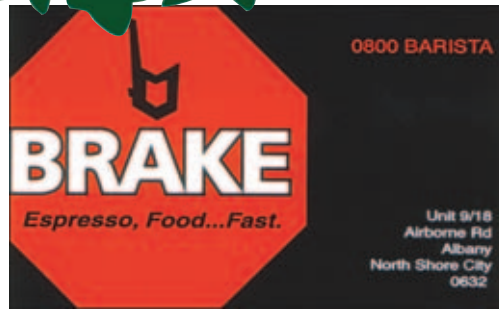
Prices: (during a 1 1/2 hr party or visit) \$120 for 10 adults, \$150 for 15 adults  
(full day function catering) \$27 per person for morning tea, lunch & afternoon tea

Place your order with Brake Cafe at least 1 week beforehand & arrange payment with David.  
If you require anything specific please feel free to discuss with David.  
Phone 0800 BARISTA or 444-8377 or email: [coffeedesign@extra.co.nz](mailto:coffeedesign@extra.co.nz)

We can also provide gorgeous special occasion cakes!  
Choose from the huge selection on our cake designer's website: [www.cakesbyjan.co.nz](http://www.cakesbyjan.co.nz)  
Your cake will be delivered to Ivy Cottage at the beginning of your event.

You may bring your own adult's food. Complimentary tea & coffee is provided at Ivy Cottage.  
Serviettes, cups, glasses, plastic plates & cutlery are supplied by us.

We do it all for you at our magical cottage & enchanted garden venue in Greenhithe,  
which caters exclusively for your event. There's nowhere else like it!  
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## Delicious Adult's Food: Menu

Please note: As from 1 Sept 2010 Brake Cafe will be supplying the adults food. Some prices may vary.

### Morning Tea

Large savoury muffin .....	\$4
Mini savoury muffin .....	\$2
Posh sausage roll .....	\$4
Bran muffin .....	\$3.50

### Lunch

Ham ciabattas .....	\$6
Club sandwiches .....	\$5
Mini pizzas .....	\$2.50
Mini quiches .....	\$2.50
Fruit skewers.....	\$4
Mini chocolate cake .....	\$2
Mini lemon cake.....	\$2
Mini carrot cake .....	\$2
Lemon & pistachio slice .....	\$3

### Afternoon Tea

Fruit skewers.....	\$4
Mini muffin .....	\$2.50

### Other items available on request:

Crostini - vegetarian or salmon, tuna and relish  
finger rolls, chocolate brownie, muesli bar, fruit or  
chocolate mini muffins, mini plum cake, coffee-to-go.

\* menu changes on occasion.

### Prices:

#### During a 1 1/2 hr party or visit:

Choose 2 or 3 items from the menu  
to make up several platters.

\$120 for 10 adults, \$150 for 15 adults

#### Full day function catering:

\$27 per person

for morning tea, lunch & afternoon tea.

- morning tea: choose 2 items (\$5 per person)

- lunch: choose 2 savoury items, fruit, cake (\$17 pp)

- afternoon tea: fruit & muffins (\$5 pp)

\* Alternatively you may choose any other items and we'll give you  
a new price.

*Complimentary tea & coffee is provided at Ivy Cottage.*

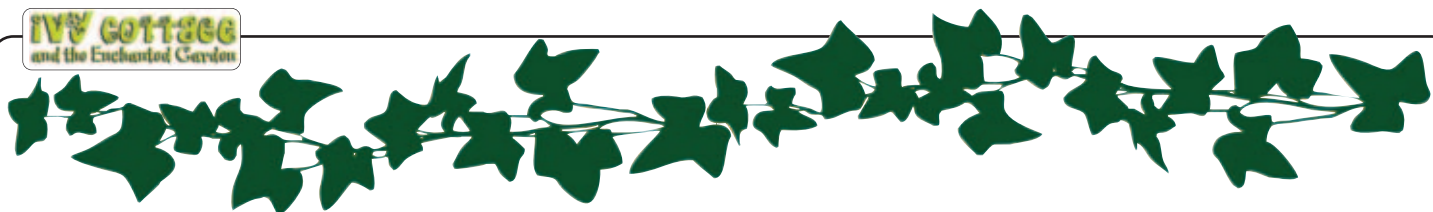
*Serviettes, cups, glasses, plastic plates & cutlery are supplied by us.*

Place your order with Brake Cafe at least 1 week beforehand & arrange payment with David.

If you require anything specific please feel free to discuss with David.

Phone 0800 BARISTA or 444-8377 or email: coffeedesign@extra.co.nz

\* Please note that orders are subject to availability.



# Theme Party Birthday Cakes!

To make things easier for you we can provide the birthday cake!

Choose from HUGE selection of cakes and prices on our cake designer's website:

[www.cakesbyjan.co.nz](http://www.cakesbyjan.co.nz)

**WE ALWAYS NEED AT LEAST 1 WEEK NOTICE.**

Important note:

Separate cake payment is by cash or cheque at the end of your party at Ivy Cottage.

Please make cheques payable to: "Cakes By Jan".

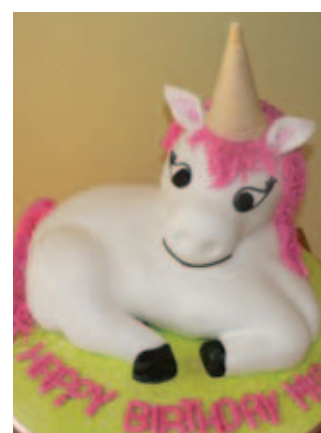
Your cake will be delivered to Ivy Cottage at the beginning of your party.



Butterfly Fairy



Fairy Doll



Unicorn



Fairy Castle



Dinosaur

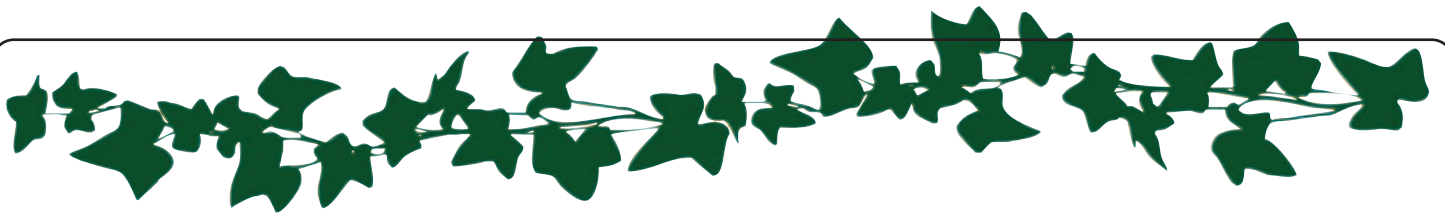
There's lots  
more to  
choose  
from:

[www.cakesbyjan.co.nz](http://www.cakesbyjan.co.nz)

Or you can provide us with a picture or toy of the cake you'd like!

To order your cake phone: 413-8468 or email: [fairies@ivycottage.co.nz](mailto:fairies@ivycottage.co.nz)

or email: [jan@cakesbyjan.co.nz](mailto:jan@cakesbyjan.co.nz) Phone: 413-8027. Mob: 021-073-1906.



# IMPORTANT

## Please read this info!

### ♥ **Arrival time:**

Please DO NOT arrive before your booked time as we have a tight turn around in between parties and functions and won't be ready for you! Please do not park on the road! Please tell your guests.



### ♥ **Deposit payment to hold your booking:**

A minimum of \$50 is required within 7 days of making your booking - your booking is not confirmed and not guaranteed until we have received your deposit! Deposit payment is by cheque or internet banking. A receipt will then be sent to you confirming your booking. If your party is cancelled less than two weeks prior we reserve the right to retain the deposit (see our Terms & Conditions).

### ♥ **Payment methods:**

Please pay the outstanding amount at the conclusion of the function (after your guests have left). Payment is either by cash, internet banking or our Eftpos facility. Sorry, CHEQUES & CREDIT CARDS ARE NOT ACCEPTED.

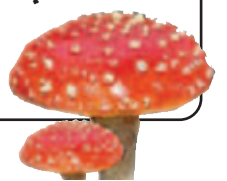
♥ The Enchanted Garden surrounds the cottage. The garden contains magical pathways, a wishing well, a huge concrete dinosaur (Max), a small doorway in the 110 year old oak tree, fairy houses, a pirate ship, swings... and many other special little things hidden here and there.

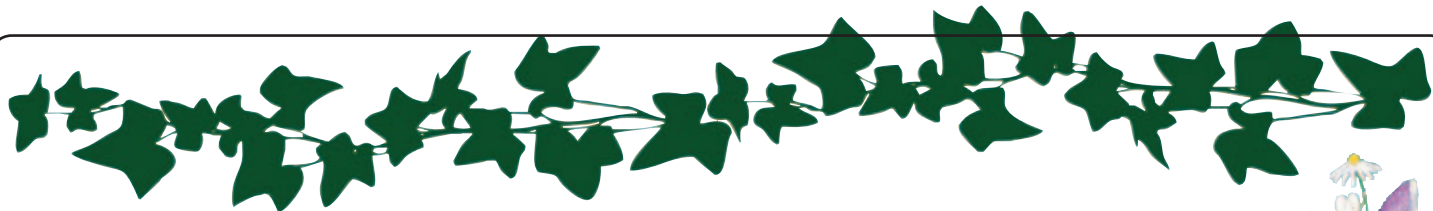


♥ We will contact you a few days before your party booking to confirm numbers attending.

### ♥ **Rainy days:**

Ivy Cottage is fully self-contained to cater for up to 40 guests during wet weather, enabling your function to continue comfortably - although we always endeavour to make it out into the garden in between the raindrops. Better to have it at our place on a rainy day!





### ♥ **Guest parking:**

Important: Daytime parking facilities are available 50 metres past our venue - on the right in Wainoni Reserve. Please don't park on the road or in the private driveway!! Additional day & night time parking is in Faith Grove (the side street on the left 50m before Ivy Cottage). These parking requirements are for your safety & also to keep our neighbours happy! Please inform your guests of this.

♥ You are most welcome to bring adult refreshments or we can organise this for you. There are cups, serviettes, cutlery & plates in the adult area. There is indoor seating for 10-12 adults + outdoor seating for 10 adults + standing room.

### ♥ **Younger siblings & babies:**

All children 3 years old and under must be accompanied by a caregiver at all times. Any children not in the party group are the responsibility of waiting caregivers. We have a baby changing area & toy box.

### ♥ **Photos:**

Our staff are more than happy to take photos - just ask a staff member to take photos for you. Please either bring your own camera or a standard film for our camera. You may bring video cameras.



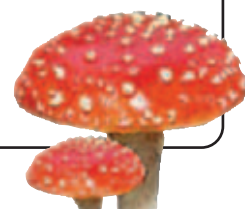
### ♥ **Viewing appointments:**

If you have any questions that haven't been covered, please don't hesitate to contact us... or even better, come and view Ivy Cottage and the Enchanted Garden yourself! Please phone or email us to arrange a time.

♥ We have wheelchair access.

Please specify that this is needed before you arrive at Ivy Cottage.

♥ If your email address has been recorded in our database you will receive monthly email updates from us. Privacy is important to us; therefore, we will not sell, rent, or give your name or address to anyone. At any point, you can select the link at the bottom of every email to unsubscribe.





# Terms & Conditions

## **Ivy Cottage (Children's Theme Parties Ltd) TERMS & CONDITIONS**

- Please ensure that all the details provided to Ivy Cottage (Children's Theme Parties Ltd) are accurate and correct.
- There is always a minimum payment of 10 guests, even if less than 10 attend your party or visit (excluding Pamper Parties & garden visits).
- Due to the size of our venue: Maximum number of children is 15. Maximum number of adults is 15.
- If you or any guests have not arrived at the correct party/event time, full payment of your party/event must still be made.
- Due to the number of parties/events held at Ivy Cottage, we are unable to exceed your booked party/event time unless prior arrangements have been made.
- Ivy Cottage (Children's Theme Parties Ltd) reserve the right to review our prices at anytime (bookings that are pending and made prior to any changes will not be affected).
- Parking facilities are available 50 metres past our venue - on the right in Wainoni Reserve. These parking requirements are for your own safety. Please don't park on the road or in our neighbours' private driveways. Please inform your guests!
- All children 3 years old and under must be accompanied by a caregiver at all times. Any children not in the party/event group are the responsibility of waiting caregivers.
- Our Enchanted Garden is NOT suitable for people with wheelchairs, walkers or anyone who has difficulty walking - the pathways are VERY bumpy & rocky. We do not accept responsibility for injuries in the Enchanted Garden.
- As from 21 July 2009 we have discontinued allowing people to bring their own kids party food as our party hostesses almost always end up in the kitchen reheating & sorting food instead of being with the children. It has been causing quite a few problems for us. Please call us to discuss if this is an issue for you. Note: Our kids menu is dairy & egg free! We are able to accommodate allergies or specific food requirements where possible.
- Guests with food allergies are encouraged to bring their own food. Ivy Cottage (Children's Theme Parties Ltd) accepts no responsibility for guests' food reactions.
- If you have given us permission to record your name & email address in our database you will receive monthly email updates from us. Privacy is important to us; therefore, we will not sell, rent, or give your name or address to anyone. At any point, you can select the link at the bottom of every email to unsubscribe.

## **PAYMENT TERMS:**

- Unless otherwise stated, all prices are inclusive of GST.
- DEPOSIT PAYMENT: A minimum of \$50 is required within 7 days of receiving your Booking Form & info pack from us.  
*Your booking is not confirmed and not guaranteed until we have received your deposit. Deposit payment is by cheque, cash, Eftpos or internet banking. Internet banking details will be on your Booking Form.*
- FINAL PAYMENT: Please pay the outstanding amount at the conclusion of the party/event (after your guests have left). Final payment is by: (1) Eftpos (2) Cash (3) Internet banking.  
*Sorry, CHEQUES & CREDIT CARDS ARE NOT ACCEPTED for your final payment.*

## **CANCELLATION POLICY:**

- If your party/event is cancelled less than two weeks prior we reserve the right to retain the deposit. Any reimbursements will be made 20th of the following month.
- If you cancel a party/event booking giving less than 48 hours notice to Ivy Cottage (Children's Theme Parties Ltd), we reserve the right to charge you up to 100% of the total value of the kids party food already booked with our catering company plus any additional services already booked (this includes: staff wages, facepainter, pamper party therapists, adult's food from Juliette's Gourmet Deli, birthday cake, etc). An invoice will be sent to you which must be paid by the 20th of the following month.
- Ivy Cottage (Children's Theme Parties Ltd) reserve the right to hold credit card details for all party/event bookings until such time as all payments owed to Ivy Cottage (Children's Theme Parties Ltd) have been received.
- \* **Making a booking or purchasing goods from Ivy Cottage (Children's Theme Parties Ltd) is acceptance of the above terms and conditions.**