



WEDDING GUIDE



PROPERTY DESCRIPTION

Enjoy an *Unlimited-Fun*® getaway at Sunscape Splash Montego Bay, where everything is included. Located just 4.5 miles from Sangster International Airport, 10 minutes from Montego Bay's "Hip Strip" and within the Montego Bay Marine Park, Jamaica's first and fully underwater national park with protected swimming areas and superb snorkeling, Sunscape Montego Bay offers is the perfect destination for a stress free wedding and honeymoon. Have children attending the wedding? Kids will never get bored with fun-filled daily activities, a waterpark with slides and lazy river, a supervised Explorer's Club for kids 3 to 12 years old, a Core Zone Teens Club for teens 13 to 17 years old and much more!

What better backdrop for this momentous occasion than the sparkling blue waters and lush tropical foliage of Sunscape Splash Montego Bay?

And when the vows have been exchanged, couples can delight in all the joys *Unlimited-Fun*® brings to their unforgettable honeymoon.



SUNSCAPE SUN KISSED WEDDING PACKAGE

- Symbolic Ceremony*
- Wedding organization and personal touch of our on-site wedding coordinator
- Preferential location of the room in the category reserved
- Bouquet(s) and/or boutonniere(s) for wedding couple
- 15% discount on all Spa treatments (product purchases not included)
- Newlywed Package (see pg. 7 for details)
- Late check-out for the wedding couple (based on availability)
- Wedding cake and sparkling wine for 10 guests

2015/2016/2017 SELLING PRICE ► \$899 USD OR COMPLIMENTARY WHEN BOOKING AT LEAST 7 NIGHTS IN THE DELUXE OCEAN FRONT ROOM OR HIGHER, OR IF 5 ROOMS, ANY CATEGORY, ARE BOOKED FOR AT LEAST 3 NIGHTS
(THIS PACKAGE ALSO APPLIES FOR RENEWAL OF VOWS CEREMONY)

Restrictions/exclusions: Subject to availability and double occupancy only. Price and package subject to change without notice. This package cannot be combined with the Sweet Escape Honeymoon Package for both to be received complimentary and the free wedding package cannot be deducted when purchasing other packages. 15% discount on spa treatments cannot be applied to spa packages or combined with any other spa promotion or offer. Please note, restrictions apply when combining the complimentary wedding package with the Groups, Gatherings, and Getaways promotion. See promotion terms and conditions for details. Once wedding is confirmed it cannot be canceled within 6 months of the date of the wedding without a fee. For weddings booked within 6 months of the wedding date the wedding cannot be canceled without the penalty. The cancellation penalty is \$100.

*Additional fees apply for service of a judge or minister. These fees vary by resort and will be confirmed by the wedding coordinator



SUNSCAPE LOVE IN THE SUN

- Service of Judge or Minister
- Wedding organization and personal touch of on-site wedding coordinator
- Preparation and ironing of the couple's wedding day attire
- Complimentary room for one member of the wedding couple the night before the wedding (based on availability)
- Two boutonnieres and corsages for wedding party
- Bouquet(s) and/or boutonniere(s) for wedding couple
- Wedding cake and sparkling wine (for 20 guests staying at hotel)
- Private cocktail hour (silver menu) with hors d'oeuvres (for up to 20 guests staying at hotel)
- Private Dinner Reception (silver menu) (for 20 guests staying at the hotel)
- Natural Floral centerpiece for the sweetheart table
- 15% discount on all Spa treatments (product purchases not included)
- Newlywed Package (see pg. 7 for details)
- Late check-out for bride and groom (based on availability)

2015/2016 SELLING PRICE ► \$2,399

AUGUST, SEPTEMBER, OCTOBER 2015/2016 SELLING PRICE ► \$2,199 USD*

2017 SELLING PRICE ► \$2,499 USD*

AUGUST, SEPTEMBER, OCTOBER 2017 SELLING PRICE ► \$2,199 USD*

A deposit is required to hold and confirm the wedding date and will be applied to the total cost of the package. Deposit and payment terms to be determined by the contract you enter with the resort's wedding coordinator upon booking your wedding. 15% discount on spa treatments cannot be applied to spa packages or combined with any other spa promotion or offer. Once wedding is confirmed it cannot be canceled within 6 months of the date of the wedding without a fee. For weddings booked within 6 months of the wedding date the wedding cannot be canceled without the penalty. The cancellation penalty is \$500.

*2015/2016 - In the months of August, September and October 2015/2016 the package price will be \$2,199 USD. All remaining months of 2015/2016 will be the standard package pricing of \$2,399 USD.

*2017 - In the months of August, September and October 2017 the package price will be \$2,199 USD. All remaining months of 2017 will be the standard package pricing of \$2,499 USD.



SUNSCAPE FOREVER WEDDING PACKAGE

- Service of Judge or Minister
- Wedding organization and personal touch of on-site wedding coordinator
- Preparation and ironing of the couple's wedding day attire
- Complimentary room for one member of the wedding couple the night before the wedding (based on availability)
- Bouquet(s) and/or boutonniere(s) for the wedding couple
- Two boutonnieres and two corsages for wedding party
- Gazebo décor- chairs with white covers, ceremonial table, and carpeted walkway
- Private Cocktail Hour with hors d'oeuvres (gold menu) (for up to 20 guests staying at hotel)
- Private Dinner Reception (gold menu) (for up to 20 guests staying at the hotel)
- Wedding cake and sparkling wine for 20 guests
- Natural floral centerpiece for the sweetheart table
- Natural floral centerpiece for ceremonial table
- Live music trio (1 set)
- 15% discount on all Spa treatments (product purchases not included)
- Newlywed Package (see pg. 7 for details)
- Late check-out for the wedding couple (based on availability)

2015/2016 SELLING PRICE ►\$2,899 USD*

AUGUST, SEPTEMBER, OCTOBER 2015/2016 SELLING PRICE ►\$2,599 USD*

2017 SELLING PRICE ►\$2,999 USD*

AUGUST, SEPTEMBER, OCTOBER 2017 SELLING PRICE ►\$2,699 USD*

Restrictions/exclusions: Subject to availability and double occupancy only. Prices and package subject to change without notice. 15% discount on spa treatments cannot be applied to spa packages or combined with any other spa promotion or offer. Once wedding is confirmed it cannot be canceled within 6 months of the date of the wedding without a fee. For weddings booked within 6 months of the wedding date the wedding cannot be canceled without the penalty. The cancellation penalty is \$500.

*2015/2016 - In the months of August, September and October 2015/2016 the package price will be \$2,599 USD. All remaining months of 2015/2016 will be the standard package pricing of \$2,899 USD.

*2017 - In the months of August, September and October 2017 the package price will be \$2,699 USD. All remaining months of 2017 will be the standard package pricing of \$2,999 USD.



SUNSCAPE SWEET ESCAPE HONEYMOON PACKAGE

- Fresh flowers, fruit and champagne in room upon arrival
- Romantic breakfast in bed with Mimosas one morning (reservation with concierge is required)
- Couples massage (25 minutes)
- Choice of facial or body scrub for two (25 minutes)
- Private beachfront dinner one evening
- Romantic turndown service with petit fours

2015/2016/2017 SELLING PRICE ► \$899 USD OR COMPLIMENTARY WHEN BOOKING THE DELUXE OCEAN FRONT ROOM OR HIGHER FOR A MINIMUM OF 7 NIGHTS

Note: Please request your honeymoon or anniversary package at time of booking.

Restrictions/exclusions: Not available during Christmas and New Years Eve. Subject to availability and double occupancy only. Taxes and gratuity included. Prices and package subject to change without notice. This package cannot be combined with the Sun Kissed Wedding Package to receive both complimentary. To receive the package complimentary, it is only applicable to couples staying within three months of their wedding or staying over their anniversary date. Couple must present a copy of their wedding invitation or marriage certificate at the time of check-in. Package is available to all guests when purchased at the selling price.



NEWLYWED & ANNIVERSARY PACKAGE

- Welcome letter
- Fresh fruit
- Bottle of sparkling wine
- Special turn down service
- Breakfast in bed with Mimosas (Reservations must be made in advance with concierge)
- 15% discount on all spa treatments

► COMPLIMENTARY

Note: Please request newlywed or anniversary package at time of booking. Couple will be required to present a copy of wedding invitation or marriage certificate at time of check-in. Package is subject to change without notice and is only applicable to couples staying within three months of their wedding or over their anniversary date. 15% discount on spa treatments cannot be applied to spa packages or combined with any other spa promotion or offers.

CUSTOMIZED WEDDING SERVICES

Sunscape Montego Bay offers personalized and customizable wedding services to meet every couple's desires.

FEES & ADDITIONAL ITEMS

Legal Ceremony.....\$300
Mandatory for all legal Weddings

Vow Renewals\$150
Mandatory for all Renewal of Vows

Document Late Fees.....\$150
Notarized documents must be received 56 days of the wedding for legal weddings

Late booking fees.....\$150
The late fee applies to ceremonies reserved with 45 days of ceremony date, which allows for us to expedite the process of hiring a minister and ensuring all details of your ceremony are taken care of.

Express Documents.....\$80
Certified Marriage certificates will be received within 3 weeks or 15 business days

Additional Copies.....\$80
2 certified copies are already included; this is to order 2 additional

Apostil Stamp.....\$180
Authentication from our Minister of Foreign Affairs & individual consulate

Wedding Day Pass.....\$70/adult and \$40/child

Access to the property for up to 6 hours, starting an hour before wedding, for all persons not staying at Sunscape Montego Bay Resort. Picture IDs must be left at the gate while on property. Day passes will also apply to persons representing any external vendor. Conditions apply for wedding receptions.

External Vendor Fee.....\$250
As the resort provides all needed services, there is a charge of \$250.00 per off-property vendor. These off-property vendors must be approved by your onsite wedding coordinator.

Room Delivery of Gifts.....\$2.50 per room
The gift/favor/letter (or any item to be delivered), a complete guest list of all guests along with room numbers is required for delivery.

OTHER WEDDING ENHANCEMENTS

Sunset Wedding Time (5 or 5:30).....\$500
Applicable as an upgrade from 11am, 1pm and 3pm wedding time. This will time accommodate sunset photos after the ceremony. For planning purposes, this should be confirmed at the time of booking or as soon as you possible thereafter.

Wedding Rehearsal.....\$100
(walk through of the ceremony)

All Ceremony set up includes, chair with white chair covers, the Gazebo or natural beach backdrop. Flowers, Beach Canopy, and all other decorations are available at additional cost. Ceremonies are held at 11am, 1pm, 3pm, and 5pm (sunset hour). Please note additional charges to confirm the Sunset Hour.

HAIRSTYLING & MAKE UP

We have a team of Salon Specialists at the resort that will cater to your every need. They have a wide experience in bridal hair styles and make-up and offer a full range of spa services to get you ready for your big day.

CUSTOMIZED WEDDING SERVICES

FLORAL & DÉCORATION

We work with a number of independent florists who can create arrangements to your personal specifications.

Groomsmen Boutonnière.....	\$20
Corsage (Wrist).....	\$40
Corsage (Pin).....	\$35
Flower Halo.....	\$40
Hair Comb with Flowers.....	\$30
Flower Petals.....	\$50
Flower Girl Baskets.....	\$55
Ring Bearers Pillow	\$60
Bridesmaid Tropical Bouquet	\$80
Deluxe Sunscape Bridal Bouquet.....	\$120
8 Rose Bouquet.....	\$100
6 Stem Calla Lilly Bouquet.....	\$185
Cymbidium Orchid Bouquet.....	\$220
Column Pieces.....	\$80 each
(floral arrangements placed on gazebo)	
Aisle Markers.....	\$100 each
(floral arrangements placed on pedestals)	
Decorated Wedding Arch.....	\$360
(wrapped with White fabric and 1 floral arrangement)	

Two Post Bamboo Canopy.....	\$360
(wrapped with White fabric and 2 floral arrangement)	
Bamboo Canopy.....	\$550
(wrapped with White fabric and 3 floral arrangement)	
Unity Candle.....	\$200
Sand Ceremony.....	\$250
Tropical Center Pieces.....	\$80
Head Table Arrangement.....	\$90
Buffet Flowers Arrangement.....	\$75
Fairy Lights.....	\$90
Up lights.....	\$80 each
Tiki Torches.....	\$15 each
Chair Sashes.....	\$6 each
Table Cloth (Colors).....	\$15 each
Napkins (Colors).....	\$3 each
Overlays.....	\$10 each
Table Runner.....	\$10 each
Tent starting at.....	\$1200 each
Dove Release Package.....	\$320 (2 doves)
.....	\$500 (4 doves)
.....	\$650 (6 doves)

CUSTOMIZED WEDDING SERVICES

MUSIC & ENTERTAINMENT

Choosing the perfect song for your wedding ceremony or reception can tell a story about your relationship, your family or the inspiration for your love. To ensure the songs, of your choice, we recommend that you take with you your favorite wedding songs on a compact disc.

PA System.....	\$250
Violinist.....	\$400/hour
Reggae Band/Soca Band.....	\$850/hour
Soloist.....	\$300/hour
Guitarist.....	\$400/hour
Keyboard Player.....	\$500/hour
MC for Wedding.....	\$550
One Man Band.....	\$600/hour
Steel Band.....	\$600/hour
DJ (3 Hours).....	\$1000
Additional hour for DJ.....	\$200 per additional hour
Jazz Band.....	\$1000/hour

FOOD & BEVERAGE

Our culinary team will make your wedding extraordinary. We pride ourselves in providing personalized service that will appeal to all tastes. Should you require additional items we would be happy to design a customized menu of your choice.

Single Tier Cake (Serves Ten).....	\$100
Included in wedding package	

Two Tier Cake (Serves up to Twenty).....	\$175
Three Tier Cake (Serves up to Forty).....	\$325
Sheet (Serves up to Sixty).....	\$475
Bottle of Sparkling Wine.....	\$25
Serves up to Six Glasses	
Bottle of Champagne.....	\$80
Serves up to Six Glasses	
Additional guests Wedding Package.....	\$15
Includes cake, sparking wine and basic set up	
Hors d'oeuvres with Cocktail Hour.....	\$15
(Silver Menu) per hour per person	
Hors d'oeuvres with Cocktail Hour.....	\$23
(Gold Menu) per hour per person	
Silver Wedding Dinner Menu.....	\$45/person
Includes 3 hours local open bar	
Gold Wedding Dinner Menu.....	\$55/person
Includes 3 hours local open bar	
Beach Rehearsal Party.....	\$1400 max. 35 persons
Includes an local open bar, DJ and for 2 hours and performance by a fire dancer and tiki torches	
Additional hour for Beach Party.....	\$17/hour/person
Local Open Bar.....	\$17/hour/person
Upgrade to Premium Bar.....	\$10/hour/person
Premium Bar.....	\$27/hour/person

CUSTOMIZED WEDDING SERVICES

RESERVED SEATING IN A LA CARTE RESTAURANTS

.....Free/10 persons maximum
In order to maintain the intimate atmosphere at our a la carte restaurants, a maximum of 10 guests may be pre-booked. Please submit your request at least 15 days prior to your wedding planner.

RESERVED SEATING IN THE BUFFET STYLE RESTAURANT

.....\$5.00 per person/ Maximum of 40 persons
You may reserve a section of our buffet style restaurant beginning at 6:30 pm or at 9:00pm (this is included with the all-inclusive resort for up to 20 persons.)

**Set up fee may apply for extra decoration depending on items (please ask the wedding coordinator) Be sure to note that private functions are subject to availability and must be confirmed by the onsite wedding coordinator. These can be held in several different locations ranging from the sand, indoor meeting space, and terraces. Each of these locations is subject to availability. Private receptions have a maximum of 4 hours, and the cut off time is 10pm. Prices are also subject to change without notice. ** *Prices do not include 15% service fee. All prices are in US Dollars and are subject to change.

PHOTOGRAPHY

For everlasting memories of your special day, we have a variety of skilled photographers on contract that can assist in building your special collection.

- '4x6' Print - 1 for \$14.00 each - 12 for \$150.00
- 24 for \$280.00 - 36 for \$390.00
- 5x7' Print - 1 for \$17.00 each - 12 for \$195.00
- 24 for \$370.00 - 36 for \$470.00
- 8x10' Print - 1 for \$20.00 each - 12 for \$220.00
- 18 for \$285.00 - 24 for \$375.00
- Digital Images on CD - 1 for \$8.00 - 25 for \$175.00
- 50 for \$300.00 - 75 for \$425.00 - 100 for \$580.00

VIDEOGRAPHY

Basic Edit Video.....\$450
Includes edited footage of the ceremony, signing register, cutting cake, and first dance. Videographer is on location for a maximum time of up to one hour for one continuous shoot

Deluxe Edit Video.....\$1000
Pre-wedding shots, footage of ceremony, signing register, photo montage, plus full coverage of reception, which includes cake cutting, toast, first dance, bouquet, garter toss. Videographer is on location for a maximum time of up to four hours.

Video Taping (Each additional hour).....\$150/hour

Edited Copies of DVD.....\$100/copy

Raw Footage of Ceremony on DVD.....\$320/copy
Includes unedited footage of the ceremony, signing of the register, cutting of the cake and first dance. Videographer is on location for a maximum time of up to one hour for one continuous shoot

LIVE WEDDING WEBCAST

Let your family & friends have the front seat on your special day! This is the most powerful Multimedia Technology to date. The web has the ability to deliver live sound and video broadcasts to people all over the world.

First hour.....\$550

Additional hour.....\$150/additional hour



CUSTOMIZED WEDDING SERVICES

PREMIER CUSTOM ALBUMS

- Images are not included in the cost of the albums. Please view above Photography & Videography section for pricing on pictures.
- Simply Elegant Album (\$450.00) 12 x 12 Hard cover image wrapped album - 50 Chosen Images - One revision request - Branded Album - Online Flipbook
- 16 x 20 Giclee Custom Canvas (\$350.00) 1 chosen image - Stretched and mounted - Giclee finish
- 20 x 24 Giclee Custom Canvas (450.00) 1 chosen image - Stretched and mounted - Giclee finish
- 30 x 34 Giclee Custom Canvas (\$550.00) 1 chosen image - Stretched and mounted - Giclee finish
- Island Wedding Special (30 images max) 1 - 6.75 x 6.75 Soft cover, 30 image template book, 1 - 8 x 10 Print, 40 - Thank You cards (featuring 1 image) Package Price: US\$245.00

- Paradise Wedding Special (50 images max) 1 - 6.75 x 6.75 Soft cover, 30 image template book, 1 - 8 x 10 Print, 40 - Thank You cards (featuring 1 image) Package Price: US \$410.00
- Bronze Package (50 images max) 1 - 12 x 12 Simply Elegant Branded Album, 2 - 8 x 10 Prints, 40 - Thank You cards (featuring 1 image) Package Price: US \$610.00
- Silver Package (50 images max) 1 - 12 x 12 Branded Wedding Album, 5 - 8 x 10 Prints, 40 - Thank You cards (featuring 1 image) Package Price: US \$1,020.00

Shipping fees apply for the Giclee canvas and Premier custom albums, and you may also incur customs fees once shipping is out of the US.

HAIRSTYLING & MAKE UP

We have a team of Salon Specialists at the resort that will cater to your every need. They have a wide experience in bridal hair styles and make-up and offer a full range of spa services to get you ready for your big day.

SILVER MENU HORS D'OEUVRES

Couples may select four of the following

COLD HORS D'OEUVRES

- Jerked Chicken Tartlets Zapped with Mild Dujonaise
- Smoked Salmon Tartare on Crispy Garlic Points
 - Caribbean Crab Salad in Cucumber Cups
 - Cream Cheese filled Cherry Tomato
 - Conch ceviche

HOT HORS D'OEUVRES

- Chicken Satay with Spicy Peanut sauce
- Codfish Fritters, Jerked Mayonnaise
- Seafood Cake, Curry Mayonnaise
 - Jerk Sausage Pig in Blanket

G O L D M E N U H O R S D ' O E U V R E S

Couples may select four of the following

COLD HORS D'OEUVRES

- Rockfort Cheese Tartlets topped with Rum Infused Tomato Chutney
- Fresh Mozzarella, Tomato and Basil Wrapped in Cucumber Bow Sprinkled Seasalt
 - Skewered Wrapped Presuitto Melon
 - California Roll Sushi with Wasabi and Soy Sauce
 - Pepper Jelly Topped Smoked Salmon on Crostini

HOT HORS D'OEUVRES

- Ackee & saltfish beggars purse
- Island Miniature Callaloo Quiche with coconut rundown
- Grilled jerked vegetables kebab with tropical fruit coulis
 - Marinated Beef Kebabs
- Prosciutto Wrapped in Plantain with Escoveitched Fish on Bammy Rounds
 - Skewered Coconut Shrimp, Horseradish Sauce
 - Petite size Blue Crab Cakes, Roasted Tomato Coulis

SILVER DINNER MENU

Plated dinner applies for up to 25 guests. Couples may select one appetizer, soup, salad, dessert and two entrees of the following dinner menu:

APPETIZERS

- Jerked Chicken Spring Roll with Sweet Chili Sauce
 - Callaloo Turn Over
- Sautéed Callaloo with Onion, Garlic and Herbs Pack into Puff Pastry with Basil Cream

SOUPS

- Chicken Pumpkin Soup
- Pepper Pot Soup (Vegetarian)

SALADS

- Local Style Caesar Salad with Wedges of Romaine Lettuce, Tomatoes, Bread Sticks and Home style dressing
 - Warm Green Peas and Spanich Salad with Honey Mustard Dressing

MAIN COURSES

- Roasted Blue Mountain Coffee Crusted Beef with Thyme Au Jus
- Coconut Crusted Chicken Breast with Passion Fruit Ginger Sauce
- Herb Crusted Snapper Fillet with Caper, White Wine Sauce Butter Sauce

DESSERTS

- Sweet Potato Pudding Sauce Rum Cream
- Passion Fruit Cheese Cake with Strawberry Sauce

SILVER BUFFET

Buffet dinner applies for more than 25 guests.

APPETIZERS

Beef and Vegetable Soup
Selection of Assorted Breads
Cheese and Fruit Platters
Mixed Garden Greens
Three Bean Salad/ Potato Salad
Vegetable Pasta Salad
Condiments, choice of two dressings

ENTRÉES

Grilled Fish Veracruz
Curried chicken with shredded Coconuts and Mango Chutney
Pasta tossed with Roasted Veggies, Garlic, Herbs, and Pesto Oil
Steamed White Rice
Château Potato
Medley of Seasonal Vegetables

DESSERTS

Assorted Cookies
Fruit Torte
Strawberry Cake
Chocolate Cake

G O L D D I N N E R M E N U

Plated dinner applies for up to 25 guests. Couples may select one appetizer, soup, salad, dessert and two entrees of the following dinner menu:

APPETIZERS

- Warm Onion and Goat Cheese Tarts topped with Baby Greens and Grape Tomatoes and Italian Dressing
 - Orange Zest and Citrus Cured Salmon Rillettes
- Salmon fillet marinated, Radicchio Salad, Gaufrette Crisps and Dill Vinaigrette

SOUPS

- Corn Chowder
- Jamaican Coconut Flavored Red Peas Soup

SALADS

- Mixed Green Salad with fresh tomatoes Wedges, Goat Cheese Crustini and Passion Fruit Dressing
 - Cho Cho Slaw
- Julienne Cho Cho, Carrot and Bell Pepper Mix with a Citrus Vinaigrette Dressing

MAIN COURSES

- Chicken Breast Stuffed with Local Callaloo and Asago Cheese Drizzled wit Sauce Montego, Saffron Rice
 - Grilled Marinated Beef Tenderloin with Julliene Vegetables and Garlic Mashed Potatoes
 - Pan Seared Salmon Filet with Pan Butter White Wine Sauce

DESSERT TRIO

- Island Sweet Potato Pudding, Cornmeal Pudding and Bread Pudding with Jamacian Brandy Sauce and Strawberry Coulis

G O L D B U F F E T

Buffet dinner applies for more than 25 guests.

APPETIZERS

Chicken Vegetable soup/ Rasta Seafood Soup
Selection of Assorted Breads
Cheese and Fruit Platters
Mixed Garden Greens/ Sliced Tomatoes
Roasted Vegetable Salad, Cole Slaw, Potato salad
Condiments, Choice of two dressings
Cheese and Fruit Platter

ENTRÉES

Roasted Loin of Pork with Mustard Beer Sauce
Barbecued Chicken
Grilled Snapper with Herb Butter Sauce
Vegetable Strata
Rice Pilaf
Herb Roasted Potato
Medley of Seasonal Vegetables
Carving Station
Sirloin of Beef
Served with Dijon Mustard, Mayonnaise and Creamy Horseradish Sauce with Silver Dollar Rolls

DESSERTS

Assorted Cookies
Carrot Cake
Chocolate Cake
Cheese Cake
Lemon cake

W E D D I N G L O C A T I O N S

Select a white sand beach, a classic ocean front gazebo or a serene unspoiled tropical garden oasis as your aisle with island music playing under a vibrant sunset.

BEACHFRONT GAZEBO

Surrounded by well-manicured gardens and soft breezes, our chic gazebo offers a truly romantic setting with stunning views right off the beach and sparkling seas only steps away. This location can comfortably accommodate up to 150 persons.



BEACH LOCATIONS

Our private white sand beach offers multiple venues featuring crystal clear waters and natural ambiance. Seating for a 100 persons can be accommodated at this location.



PIRATES PARADISE WATERPARK GAZEBO

Uniquely located in the Pirates Paradise Waterpark, surrounded by a lazy river, is a magnificent crown shaped stone cut gazebo. Ideal for intimate gatherings of 10 persons.



LOCATIONS AND POLICIES

COCKTAIL & RECEPTION LOCATIONS

Sunscape Montego features as a variety of outdoor locations and an indoor meeting room, that you may choose from.

- **Beach locations** can host both cocktails and dinners up to 150 and 100 persons respectively. Round tables are set up that are able to accommodate up to 10 people per table. A beach buffet service will be provided for wedding groups of 25 or more people. In case of inclement weather, the meeting room is available depending on the size of the group
- **Beach Promenade** showcases a beach back drop, with a main stage, and paved flooring, ideal for large receptions and events, and can accommodate up to 300 persons. *Tent may be required in case of inclement weather.
- **The Oasis Gardens** a beautiful and elegant and an ideal location for to host cocktail party for up to 150 persons only.
- **The Pavilion** is located on the second floor, with views of the Tennis courts, Pirates Paradise Waterpark, and the beach. A perfect location for cocktail parties for a 100 persons and intimate receptions for 60 persons. Please note stair entrance to location.
- **Meeting Room** is 1908 sq. ft. A classy and cool location ideal to host cocktails and dinners up to 150 and 80 persons respectively.

Please note we are unable to close any of our Restaurants or Bars for Weddings. *Tent prices can be provided based on size of the group. The cost to provide tents is the sole responsibility of the wedding couple. All reception location includes standard set up; seating arrangements based on style selected, white linen, cutlery and chinaware, signage, food and beverage requested, service staff, head table served where applicable. A set up fee of US\$15.00 per person may apply for all cocktail and private receptions.

PAYMENT POLICY

Please note that a \$100 USD deposit is required for the Sun Kissed wedding package and a \$500 USD deposit is required for the Love In The Sun and Forever Wedding Packages. This deposit is due at the time of booking to save the date.

Late booking fee of US\$150 applies to ceremonies reserved within 45 days of ceremony date, which allows for us to expedite the process of hiring a minister and ensuring all details of your ceremony are taken care of.

Final payment must be made for all ceremonies 30 days prior.

For additional services required such as rehearsal dinner, private cocktail party, private wedding reception etc., a contract will be prepared outlining payment schedule, cancellation policies and terms and conditions. We ask that clients adhere to the payment schedule to avoid cancellations or re-location of their weddings.

CANCELLATION POLICY

If deposits/payments are not received by the specified review date, the booking may be subject to cancellation. Re-instatement of space will be made only upon receipt of payment and to the extent that function space is available.

The wedding ceremony can be canceled six or more months prior to the confirmed date without penalties. If the wedding is canceled within six months, the non-refundable deposit will be kept as a penalty.

Events cancelled forty five (45) days in advance will receive a full refund less the non-refundable deposit. Events cancelled less than thirty days in advance will attract an additional 20% cancellation fee based on total estimated charges. Full Penalty applies for cancellations received with 48 hours of the wedding ceremony and event.

Events cancelled during the Christmas season December 10-January 10, must be made at least ninety (90) days prior the event to avoid any penalties.

All cancellations must be submitted in writing, Refunds will be made by cheque only.



POLICIES

YOUR ARRIVAL

1. Please note that you are required to be at the resort at least 48 hours prior to the start of your wedding.
2. Your wedding consultation date and time will be communicated to you by your wedding coordinator seven (7) days prior to your arrival.

YOUR BIG DAY

The ceremony takes about 15-20 minutes with universally used vows. You may add your own short exchange that has a special meaning to you. Couples may choose to incorporate a unity candle - lighting ceremony or a sand ceremony (please bring your candles or sand receptacle). Following the ceremony, you will sign the temporary marriage certificate along with the minister. If friends or family are not present for the ceremony then witnesses can be provided. Cake and champagne can be enjoyed afterward followed by photography (additional fees apply for photo packages and additional guests not included in your wedding package).

1. On the day of the wedding, the groom will be required to meet with the minister thirty (30) minutes prior to the start of the wedding ceremony.
2. Ten (10) minutes prior to the start of the wedding, the on property wedding coordinator will contact the bride so she can start making her way down to the wedding ceremony. All weddings must start on time. The hotel will apply a late fee of \$150 if there is a delay exceeding ten (10) minutes from the start of the wedding. Only under unforeseen circumstances where the resort is considered responsible for the late start, will the fee be waived.
3. On the day of the wedding, the couple will receive a temporary marriage certificate.
4. An original copy of the marriage certificate will be available 12- 16 weeks post wedding date and will be sent via courier service to the wedding couple upon receipt from the Registrar General's Department.

POLICIES

SYMBOLIC CEREMONIES

In Jamaica, symbolic ceremonies are considered a non-legal option. Due to Government law, wedding couples **MUST** be legally married in their country prior to having a symbolic ceremony in Jamaica. The bride and groom must present their wedding certificate as proof of marriage for a symbolic ceremony.

Your family member, friend, or minister can be the “master of ceremonies” but the Jamaican minister must pronounce you man and wife and sign all legally binding documents.

Jewish or Catholic weddings:

All of our weddings are non-denominational. You may request to have a Jamaican rabbi perform the ceremony. A Catholic priest will not hold a ceremony outside of a chapel and we therefore cannot offer Catholic weddings.

How to change your name when you return home:

The temporary certificate will not permit you to change your name, file taxes, etc. When you receive your marriage license you will need to take it your local social security office or court and file your desired change of name.

POLICY ON DAMAGES & LOSSES

The property does not take responsibility for any items, personal or professional brought onto the resort prior to, during or after the wedding event. These include, but are not limited to, flower arrangements, decorations or equipment, etc. The wedding couple is responsible, for all non resort guests while they are on property attending the event, as well as any damage to the property or equipment, in case of any disturbance to the hotel or any other guest the event could be suspended and local authorities may be informed.

SHIPPING POLICY

The resort cannot accept shipments on behalf of our guests. It is recommended that you bring your wedding garments, additional decor, wedding gifts, etc as a part of your luggage.

WEATHER CONDITIONS POLICY

The hotel is not responsible for Weather Conditions on the Wedding day (rain, storms or excess of wind). In case of poor weather conditions the Bride and Groom have to decide if the backup wedding location will be used 4 hours prior to the event, in order to guarantee the services established and the quality expected. **LAST MINUTE BACK UP LOCATION CAN NOT BE GUARANTEED BY THE RESORT.**

REQUIREMENTS

LEGAL REQUIREMENTS

In order to get legally married in Sunscape Montego Bay Jamaica, there are a few requirements you need. Even though by law the wedding couple only needs to be here 24 hours (not including day of arrival) in advance, we would advise you to come at least 3 days in advance to meet with the wedding coordinator and Marriage officer and go through the final details regarding the wedding. Symbolic and non-legal ceremonies allow flexibility for arrival date. Please speak with the wedding coordinator to discuss requirements.

The law requires that the Bride and Groom are in Jamaica for a minimum of 24 hours prior to the wedding, not including day of arrival. In order to get legally married the ceremony should be by a Marriage officer recognized by the Jamaican Government and the following original documents are required to be sent via courier to the Wedding Coordinator at least eight weeks prior to the couple's arrival to the hotel:

- Proof of citizenship – certified copy of birth certificate, which includes father's name.
- Notarized copies of Bride & Groom's official ID (Passports).
- Proof of divorce if applicable (original certificate of divorce).
- Notarized copy of death certificate for widow or widower.
- Occupation of both candidates.
- Occupation and full names of both sets of parents.
- Parent's written consent if under 18 years of age.
- Italian nationals celebrating their wedding in Jamaica must notify their embassy and have a certified copy of their marriage certificate forwarded to their embassy to be legalized and translated.
- French Canadians need a notarized translated copy of all documents and a photocopy of the original French documents.
- All documents not originally in English need a notarized translated copy and a photocopy of the original document.
- Your marriage license will be applied for prior to arrival at the resort, this is facilitated by providing your notarized legal documents, to the registrar general or Jamaican minister.

Marriages performed in and according to the laws of Jamaica are legally valid in the United States and Commonwealth countries. It is not usually necessary to register your marriage in your respective state; it should be sufficient to present your Jamaican marriage certificate as needed for name changes, etc. For more specific questions, please contact the Attorney General in your state/region.

You must also hand carry notarized copies of each document with you to the resort to be held on file by the Jamaican government. These notarized documents will not be returned to you. None of the above mentioned services are included in our Wedding Packages.

- For vow renewals, a non-notarized copy of your marriage license must be provided.
- After ceremony, the couple will receive a copy of the Marriage Register that the Officer will take to the Registrar General in Montego Bay in order to obtain your Official Certificate. This process takes approximately 3 months and we will mail the documents to you as soon as we receive it from the Registrar's Office.
- Sunscape Montego Bay Resort is not responsible for those documents sent via Postal or Currier Services and not received by the Wedding Coordinator.
- We are unable to retrieve those documents not sent directly to the hotel, please note that the wedding coordinator or any other employee of the hotel is not able to leave the property to retrieve documents.
- After signing the Marriage Registrar forms, the Minister sends the documents signed by the couple to the Registrar General Department (Government Agency that processes marriage certificates) ; on average the processing of the paperwork takes approximately 12 – 16 weeks ,please note that Sunscape Montego Bay Resort is not responsible for any delay in the processing of the marriage certificates.



SUNSCAPE
SPLASH
MONTEGO BAY

1 Sunset Boulevard, Montego Freeport.

Montego Bay, Jamaica.

T. +1 876 979 8800

F. +1 876 979 8039

weddings.susmb@sunscaperesorts.com

www.SunscapeResorts.com