

Country Inn & Suites

Bridal Packet

Friday and Saturday Evening Rentals include:

- ✧ Use of the Conference Center facilities until 12:30 AM the evening of the reception
- ✧ A smoke-free facility
- ✧ Risers and staging for head table
- ✧ Podium for guest book and use of an easel (e.g. engagement photo)
- ✧ Tables for cake, punch, gifts, place cards, photograph or memorial tributes
- ✧ Linens-white or ivory tablecloths with a variety of color options for linen napkins
- ✧ Cocktail tables and complimentary cocktail napkins (available in white and green)
- ✧ China, silverware, and stemware to be used for wine and champagne
- ✧ Cake knives are available upon request
- ✧ Complimentary pour for head table if champagne is ordered
- ✧ Signs to denote reserved seating for family and honored guests
- ✧ Set up and tear down of all tables, chairs and risers
- ✧ Overnight storage for wedding gifts
- ✧ Reservation of our Breakfast Room for a gift opening the following day anytime after 12:00 PM

Conference Center Reservation

- ☞ A Saturday evening rental is \$600 with a \$2500 food and beverage minimum*
- ☞ A Friday evening rental is \$400 with a \$1500 food and beverage minimum*
- ☞ To secure a date for a wedding reception, an \$800 non-refundable deposit must be received. This amount will go towards the final bill.*
- ☞ We provide equipment rentals such as: microphones, screen, LCD projector, TV/VCR/DVD for presentations*
- ☞ All food and beverage is subject to an 18% service charge and 7% sales tax or 9.5% liquor tax.*
- ☞ We can provide host bar options and cash bar options, both with bartenders. A \$50.00 bar set-up fee is applied to any bar request, however, the fee is waived if the alcohol revenue exceeds \$400.00. Non-alcoholic champagne is also available for toasting.*
- ☞ Butler served appetizers and/or champagne available upon request for a \$50.00 fee per service.*
- ☞ A security guard is required anytime alcohol is served. This security guard will be booked by the Country Inn & Suites and will be an additional cost of \$100.00. If the wedding is more than 250 guests, two guards are required resulting in a \$200.00 fee.*
- ☞ Hotel rooms can be reserved upon booking of the Country Inn & Suites as the reception site. A discounted price will be offered to your guests.*

Keep In Mind

- ☞ We provide an excellent location for the Groom's Dinner, as well as the wedding reception. Our onsite catering staff has a vast array of meal options. All meals are served with complimentary coffee and water.*