



## Weddings and Events

### Full Service Wedding & Event Catering Services Available;

Rentals - High quality disposables or rental order suggestions

On-Site Event Manager - included with all full service wedding and event orders. Review of event timeline and handling of all catering details, making sure the catering portion of the event runs smoothly and guests are happy

Food & Beverage Service - Staff to pre-set your reception tables, provide stationary appetizer service if desired, serve your guests during your buffet dinner, provide tableside water service during dinner, clear plates at the conclusion of dinner, and clean up of all catering areas.

### Does your venue require a Day Of Coordinator?

Experienced and professional Day Of Wedding Coordination services may be provided for an additional fee of \$500 which includes;

Prior to the Wedding Day:

- Creation of Timeline
- Rental order management
- Final phone call with bride to confirm final details and arrival times

Day Of the Wedding;

- Complete coverage of wedding day
- Greet and manage vendors as they arrive
- Management of personal decor items
- Direct wedding party so they are on schedule for the ceremony
- Coordinate catering staff and entertainment vendor for cocktail hour
- Coordinate events and announcements throughout the reception including: Cocktail Hour timing, welcome speech, dinner service timing, organizing toasts, first dances, cutting of the cake etc.
- Designating a family member to be in charge of the safe keeping of presents
- Organizing Grand Exit for the new Mr. and Mrs.
- Coordinating clean up with all necessary vendors