

## Frequently Asked Questions

1. **Is there a room rental fee?** No. There are food and beverage minimums that must be met: \$5000 Friday nights, \$6000 Saturday evenings, \$3000 Saturday afternoon, and \$2500 Sun-Thurs evenings. The Gazebo wedding ceremony site has a fee of \$1700. Sales Tax 8.25% and Service Charge 20% are additional.
2. **Is there a deposit?** Yes, a **non-refundable** deposit of \$500 is required to secure your space.
3. **What is the room capacity?** We can accommodate events for 72 guests inside, up to 150 with adjacent outdoor seating.
4. **What size tables do you have?** Squares to seat 4, Ovals for 6, Rounds for up to 8 people.
5. **Do you have linens?** Yes, white linens are included if you prefer. Colored linens and napkins are available at an additional cost.
6. **How long do we have the room?** Luncheons conclude at 3:30pm; evening events Sun-Thurs must conclude by 10pm, Fri and Sat evening events must conclude by 11pm.
7. **What are the due dates for menus and head counts?** Your menu count and final head count are due **10** days prior to your event. This is a final guarantee guest count. You will be charged based on this number. If you cannot provide a guaranteed count, a surcharge of an additional \$5.00 per person will apply.
8. **Can we make changes to the packages and menus?** Yes, please contact your Catering Manager directly. Changes will affect pricing. \*Entrees will not be modified night of event. All meat temperatures, dressings, toppings, etc. will be consistent for each plate. Changes to menu items only accepted prior to event and must be stipulated in catering contract.
9. **Do we have to pick entrees beforehand?** Yes. For events with 20 guests or more, we require pre-selection of entrees. You will need to provide a count as well as meal selection indication on place cards at each guest setting.
10. **Can we bring our own cake?** Yes. All outside desserts are subject to a fee of \$3 per person. Cakes may be delivered up to 1 hour prior to event. Client will be responsible for carrying and/or moving the cake.
11. **Can we have a tasting before the events?** We do tastings for weddings only. Tasting date and menu will be scheduled with your Catering Manager
12. **Can we have our own bartender?** Yes. Our bartender fee is \$150 per bartender, which is waived with \$400 in bar sales. Please see cocktail menus for packages and pricing. We staff 1 bartender per 50 people.
13. **Can we bring our own wine?** Yes, wine is subject to corkage fee of \$20 per bottle
14. **Can we bring flowers and decorations?** Yes. Flowers can be delivered up to 2 hours prior to event start. Client is responsible for setting all decorations and place cards.
15. **Can we bring candles?** Yes, but the flame must be contained in glass; glass must be 2 inches higher than flame. No tiki torches allowed.
16. **When will the room be ready for client set up?** Approximately 1 hour prior to event start time.
17. **Can we bring our own CDs?** Yes. The room has its own audio equipment which supports CDs and iPods. You will need to provide iPod cable.
18. **Can we have a band or DJ?** Yes, they must set up outside on the terrace adjacent to the room. Noise curfew is 10pm Sun-Thurs; 11pm Fri and Sat. Dance area will be dependant on guest attendance/room capacity
19. **Do you have audio/visual equipment?** Yes, at an additional cost. Please ask for pricing list.
20. **Is there a changing room for the bridal party?** No, but you may consider booking a room in the hotel the night prior to your wedding.