

# WEDDING PACKAGES

## SUMMER SEASON

*(May 1 – September 30)*

<i>Wedding Ceremony &amp; Reception</i>	<i>\$1500.00</i>
<i>Reception Only</i>	<i>\$1000.00</i>

## WINTER SEASON

*(October 1 – April 30)*

<i>Wedding Ceremony &amp; Reception</i>	<i>\$750.00</i>
<i>Reception Only</i>	<i>\$500.00</i>

### *Wedding Packages Include the Following*

- *Set up, clean up, and maintenance of entire event*
- *40' x 60' Ceremony Site (200 Max Guests)*
- *40' x 80' Covered Reception Area (200 Max Guests)*
- *60" Projection Screen w/DVD Player & Sound*
- *20 8' Long Rectangle Tables*
- *200 white folding chairs for ceremony*
- *200 heavy duty folding chairs for reception*
- *White lights strung in reception roof area*
- *Choice of white or black linens for all tables*
- *Views of Mt. Rainier and Druids Glen Golf Course*
- *Glassware, Cutlery, and China*
- *On-Site Parking*
- *Professional Staff to assist with Event*

### *Extra Services Available\**

<i>40' x 60' Tent for Wedding Ceremony</i>	<i>\$2000.00</i>
<i>Wooden Dance Floor</i>	<i>\$400.00</i>
<i>Ceremony Arch</i>	<i>\$50.00</i>

*\*Prices are subject to change*

*All Prices subject to current Washington State Sales Tax*

# *POLICIES & PROCEDURES*

- ✓ ***Wedding Ceremony Times*** – Friday 7:00 PM, Saturday 11:00 AM and 6:00 PM, and Sunday 11:00 AM and 6:00 PM, with the reception immediately following in the Mt. Rainier Pavilion
- ✓ ***Time Allotment*** – Each package allows an 8 hour time period for your event, the period starts when you arrive to when the reception is scheduled to end. If more time is desired, you can add time on to your event at \$100.00 per hour. Time limits can be limited due to the availability of the facility; all receptions must end by midnight.
- ✓ ***Reservation Deposit*** – To guarantee the event, a deposit of \$1000 and a signed contract is due to the Event Coordinator. Final payment is due two weeks before the event. The deposit is refundable with written notice of cancellation 60 days prior to the event. Fifty percent of the deposit is refundable with written notice of cancellation 30 days prior to the event. No refund is given for an event cancelled less than 30 days prior to the date of the event.
- ✓ ***Food & Beverage Minimum*** – A \$3500 food and beverage minimum is required with each wedding package. All of our food choices are served buffet style, and final menu choices are due thirty (30) days before your event.
- ✓ ***Head Count*** – A final head count for your event is due fourteen (14) days prior to your event.
- ✓ ***Decorations*** – Any outside decorations must be approved by the Events Director ten (10) days prior to the event and may be set-up 2 hours prior to the event. No open flames or flammable material is permitted. All decorations need to be removed from the Druids Glen premises at the end of the event. Anything left for more than 24 hours after the event will be declared abandoned and a disposal fee may be imposed.
- ✓ ***Damages*** – Any damage done to the facility or grounds by a guest of the contracted party will be billed to the representative of the contracted party.
- ✓ ***Golf Course*** – Wedding guests are not permitted on the golf course during your event. If you want pictures on the course this must be approved by the Events Director.
- ✓ ***No outside food or beverage is allowed!***
- ✓ ***All event functions must comply with the laws of King County and State of Washington. No food or beverage may be removed from the premises. Anything not consumed will be discarded in compliance with the King County Health Department and the Washington State Alcohol Licensing Board.***
- ✓ ***We reserve the right to refuse service to anyone.***

# FOOD AND BEVERAGE WORKSHEET

Date of Event: \_\_\_\_\_ Event Time: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Info: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Number of Guests: \_\_\_\_\_

Banquet Selection:                      Buffet                                      Plated  
Menu Selection: \_\_\_\_\_ Price\* (per person): \_\_\_\_\_

Hors d'Oeuvres: \_\_\_\_\_ Hors d'Oeuvres: \_\_\_\_\_

Hors d'Oeuvres: \_\_\_\_\_ Hors d'Oeuvres: \_\_\_\_\_

Salad: \_\_\_\_\_ Salad: \_\_\_\_\_

Entrée: \_\_\_\_\_ Entrée: \_\_\_\_\_

Entrée: \_\_\_\_\_ Entrée: \_\_\_\_\_

Beverage: \_\_\_\_\_ Beverage: \_\_\_\_\_

Beverage: \_\_\_\_\_ Beverage: \_\_\_\_\_

Wine Selection: \_\_\_\_\_

Wine Selection: \_\_\_\_\_

Alcohol Beverage Selection: \_\_\_\_\_

Alcohol Beverage Selection: \_\_\_\_\_

Bar Selection: Host / No-Host      \$25/Hr Minimum Purchase Required To Waive the \$25/Hr Fee

Providing Wine: Y/N                                      Providing Cake: Y/N  
(Corkage fee of \$12 per bottle applies)\*                                      (cutting fee of \$1.50/per person applies)\*

Name of wine: \_\_\_\_\_ From where: \_\_\_\_\_

Decorations (i.e. centerpiece): Y/N                      Dance Floor: Y/N                      DJ/Musicians: Y/N

Additional Requests:

\*All items are subject to current sales tax and 18% gratuity.