



Event Proposal

Wedding Ceremony and Reception with Alcohol
 Non-Resident
 Weekend Evening

<i>Event Schedule</i>			
Set Up Time	3:00 PM	Room Cleared	12:00 AM
Event Start Time	4:00 PM	Event End Time	11:00 PM
Function Type	Ceremony & Reception	Expected Guest Attendance	150
Non-Refundable Application Fee			\$50.00
Refundable Damage Deposit			\$1,000.00
Insurance			\$182.00
Security from	4:30 PM	to	10:30 PM
			\$996.00
Celebration Hall & Imagination Courtyard	3:00 PM	to	12:00 AM
			\$4,439.18
<i>**The Facility Fee Includes the following Included Amenities, Required Safety Amenities and Event Staff</i>			

<i>Included Amenities</i>	
<i>ITEM</i>	<i>QUANTITY</i>
Linen Napkins	160
60" Round with Black Linen; 8 guests per table	19
36" Round Bistro Table with Black Linen	2
6' Table with Black Drape	3
6' Classroom Table with Black Drape	0
Standard Banquet Chairs	150

<i>Required Safety Amenities</i>		
<i>ITEM</i>	<i>QUANTITY</i>	<i>COST</i>
Restroom Porter, per hour. (4 Hour Minimum)	7	\$303
Sanitation Fee	1	\$68
TOTAL:		\$370

<i>Additional Amenities</i>		
<i>ITEM</i>	<i>QUANTITY</i>	<i>COST</i>
Wedding Ceremony	1	\$1,791.00
Upgraded 16'x28' Stage and 28' Backdrop	1	\$1,230.00
Overlays for Guest Tables	19	\$161.50
Platinum Lighting Package	1	\$1,800.00
Cocktail Tables for Patio	5	\$150.00
TOTAL		\$5,132.50

Transaction Fee:	\$431.99
Total with Damage Deposit:	\$12,231.67
Total without Damage Deposit:	\$11,231.67

Proposal is a cost estimate based on details and fees at time of creation and/or updates. Pricing subject to change based on event needs, scheduled fee updates, required safety amenities and vendor availability.