



Four Oaks Manor

770-614-7328

www.fouroaksmanor.com

	Time of Day	Evening	
Number of Guests	100	Sunday, December 22, 2019	
<i>Sunday Rental</i>	No	No	\$2,000.00
Type of Event			
<i>Wedding & Reception</i>			
Length of Event - You are provided an equivalent amount of time Pre-Wedding at no additional cost			
<i>4 Hrs</i>			
House Sub-Total			\$2,000.00
RENTAL ITEMS			
Cake Platforms	None	\$35 each	\$-
China (Eclectic mix of Plates, cups and saucers – availability may be limited)	No	\$2/Guest	\$-
Linens (Includes Tables, chairs, linens, and dinnerware)	16 Tables		\$379.50
Table cloths for 6 ft rectangular tables	3	\$22.50 each	\$67.50
Table cloths for 42 inch round glass tables		\$14.50 each	\$-
Table cloths for 60 inch round tables	13	\$24 each	\$312.00
White Wedding Chairs - Setup and breakdown for Wedding included in rental	Yes	\$4 each	\$400.00
Rentals Sub-Total			\$779.50
SERVICES			
Event Site Coordinator Fee			\$579.00
Server Fee			\$651.00
Officiant	No	\$200	
Champagne Glass Flutes - set up for guests on separate table	No	\$1.20/Guest	
Beer and Wine Station Setup – includes ice and glasses	Yes	\$3.75/Guest	\$375.00
Beer Bar - 3 Tap	No	\$100.00	
Fire Pit Prep & SMORES	Yes	\$150	\$150.00
Services Sub-Total			\$1,755.00
Table and Altar Decorations			
Decorations Subtotal			\$-
FOOD			
	Count	Price/Guest	
Beverage Station (Tea, Water, Lemonade)	100	\$2.00	\$200.00
Dinner Appetizers: Cheese & Crackers, Seasonal Fruit & Bruschetta	100	\$9.00	\$900.00
Dinner: Select one Chicken and one Pork Tenderloin entrée (min. 80 people - otherwise two chicken entrées) and any 3 sides.	100	\$30.50	\$3,050.00
Coffee/Dessert/Chocolate Fountain/Pop Corn			
Coffee	0	\$2.00	\$-
Tasting			
Date:	0	\$40.00	\$-
Food Sub-Total			\$4,150.00
TAX			
Tax (house, food and rentals)	6%		\$415.77
Tax Sub-Total			\$415.77
TOTAL (FOOD, SERVICE, RENTAL, TAX)			\$9,100.27
GRAND TOTAL			\$9,100.27
DEPOSITS			
Non-Refundable Four Oaks Manor deposit			\$1,400.00
Non-Refundable Services deposit			\$600.00
Refundable security deposit*			\$500.00
Refundable kitchen deposit*		\$200.00	\$-
Payments			
Non-Refundable Booking Deposit			\$2,000.00
2nd PAYMENT Due		Thu, Dec 19, 19	\$3,550.14
3rd PAYMENT Due		Thu, Dec 19, 19	\$3,550.13
Security Deposit Due (Refundable after check out)		Thu, Dec 19, 19	\$500.00
Note: Editable Fields are highlighted in Purple.			
<i>The prices in this estimate are good for 30 days from the date received.</i>			