

The Grand

WEDDINGS AT THE GRAND

“Baltimore’s most unique and stylish venue”

Congratulations on your engagement! We are excited you have selected The Grand for your special day. Our historic and elegant building is a one-of-a-kind location to host your once-in-a-lifetime event. We realize the importance this day will be for both of you, your families and your loved ones. We have dedicated professionals who can assist you with the details and planning for your wedding day. Our distinctive rooms and event spaces are both beautiful and astonishing. We offer expert wedding design, pampering, and attentive service all paired with exquisite cuisine that is unmatched in the Baltimore area.

We are pleased to present The Grand’s exclusive wedding package which offers the following grand services:

- Menu sampling with our Executive Chef for up to four guests
- One hour open bar during cocktail reception followed by Four hours open bar during dinner/dancing.
- Champagne toast for all of your guests
- Customized wedding cake with coffee service
- Doorman to greet your guests upon entry to The Grand
- White gloved waiter service throughout your event
- Multiple dining options
- Choice of White or Ivory Linen
- Complimentary staging, cake table, escort card table and gift table(s)
- Self-parking available, fee applicable
- Personal Sales & Service Specialist to help manage all of the details here at The Grand
- Votive Candles
- Gold Banquet Chairs

All pricing is per person unless otherwise noted. Prices are exclusive of an 13% taxable administrative fee, 12% taxable service charge, 6% sales tax and 9% beverage tax. Prices are subject to change.

The Grand

THE GRAND WEDDING PACKAGES

We are pleased to present the following wedding packages to celebrate your special day of love and devotion with your family and friends. Our three different levels of packages are designed to suit any taste.

TIMELESS ELEGANCE

Our "Timeless Elegance" Package features our Classic Brands Bar selections with your choice of four butler passed hot hors d'oeuvres and/or cold canapés, two reception displays at a one-hour cocktail reception, a champagne toast commencing a four-hour customized two course gourmet plated dinner/dance with choice of one entree, and concluding the event with cut and presented wedding cake with coffee service.

Priced at \$150 per person

CLASSIC LUXURY

Our "Classic Luxury" Package features our Signature Brands Bar selections with your choice of five butler passed hot hors d'oeuvres and/or cold canapés, two reception displays at a one-hour cocktail reception, a champagne toast commencing a customized four-hour two course gourmet plated dinner/dance with choice of one entree, and concluding the event with cut and presented wedding cake with coffee service.

Priced at \$175 per person

THE GRAND AFFAIR

Our "The Grand Affair" Package features our Superior Brands Bar selections and begins with your choice of six butler passed hot hors d'oeuvres and/or cold canapés, two reception displays at a one-hour cocktail reception, and a champagne toast commencing a customized four-hour gourmet three-course plated dinner/dance with the addition of dual entrees, if you so choose, and concluding the event with cut and presented wedding cake with coffee service.

Priced at \$200 per person

The Grand

INFORMATION

EVENT DESIGN & PRODUCTION SERVICES

Our award winning in-house design team can assist in planning all aspects of your event and specialize in producing total-concept environments that include everything from custom décor and lighting to regional or national entertainment. Additional fees apply.

STAFFING

The Grand provides one server for 20 guests. Additional service staff may be requested for a charge of \$185 per server, event. After five hours the overtime rate of \$50.00 per hour, per server, will apply.

PROFESSIONALS CONTRACTORS

The Grand must approve all event professionals and outside contractors and requires a signed Professional Policies and Procedures Contract and Certificate of Insurance (COI) from each contractor.

A certified wedding coordinator is required for all ceremonies and wedding receptions on site.

The Grand can supply or recommend a wedding coordinator.

AUDIO VISUAL / ENTERTAINMENT VENDORS

Our in-house AV partner, maintains an office at The Grand with equipment, staff and technicians. Use of this company is preferred but not required. All outside AV/IT vendors will be required to submit power and technical floor plans at least 10 days in advance for approval. Entertainment Vendors should submit their stage plot and power requirements at least 10 days in advance. All outside vendors & entertainers must sign a Professional Policies and Procedures Contract and submit a Certificate of Insurance (COI) at least 10 days in advance to your Catering or Convention Services Manager.

WEDDING CEREMONIES

All ceremony sites include; gold chairs and a guest book table. A catered lunch or dinner must follow the ceremony. The Grand requires a certified wedding coordinator for all ceremonies. Please inquire about fees for our ceremony-specific rooms.

FOOD AND BEVERAGE MINIMUMS

In order to secure one of our amazing rooms at this exquisite venue, we will require a minimum on food and beverages for your event. Please inquire with your Catering Sales Manager as to what will be required specific to your date, day of the week, and final room selection(s). These above costs are exclusive of any service charges, sales or beverage taxes, and administrative fees. If you do not meet these requirements, the remainder will be added to your final bill.

CEREMONY AND VENUE FEES

Ceremony fees are based on the space selected. Ceremony fees will typically range between \$750-\$2500
Venue Fees will be applied to all spaces utilized and are based on the actual room selected.

All pricing is per person unless otherwise noted. Prices are exclusive of an 13% taxable administrative fee, 12% taxable service charge, 6% sales tax and 9% beverage tax. Prices are subject to change.

The Grand

INFORMATION

GUARANTEE

The Catering Department must be notified of the exact number of guests attending a function by 5PM at least 12 business days prior to the event. This will be considered a guarantee for which you will be charged, even if fewer guests attend. The Grand will prepare for 5% more than the guaranteed number on all events of 100 guests or more.

SPECIAL ORDER ITEMS

We offer food and beverage selections that meet a wide range of dietary needs and tastes. All food and beverage items must be purchased through The Grand. Special items not included in our menus may be ordered upon request, at least 3 weeks in advance, to ensure availability for your event, and will be billed on the quantity purchased, not the quantity consumed.

LABOR AND ADMINISTRATIVE CHARGES

All labor charges are based on a two-hour minimum unless otherwise listed.

Chef/Culinary Attendant/Carver, per station	\$185
Bartender, per bar	\$185
Cashier, per bar	\$100
Host/Hostess	\$185
Coat Check/Restroom Attendant	\$185
Overtime per server, per hour	\$50
Security Officer per hour, for duration of event	\$80

DECORATIONS

Decorations or displays brought into The Grand must be approved by your Catering or Convention Services Manager prior to arrival and be in compliance with the Baltimore City building codes and Baltimore City Fire Marshal guidelines. In order to prevent damage to The Grand, items may not be attached to any wall, floor, window or ceiling with nails, glue, tape, staples or any other substance. Open flames, such as candles, are not permitted without a protective enclosure, with the flame no less than 4 inches from the top of the enclosure. No glitter or confetti of any kind is allowed at The Grand or significant cleanup fees will apply to any decorations or displays left onsite.

The Grand

INFORMATION

LOAD IN ~ LOAD OUT

The loading dock area is located off of Saratoga Street, between the two buildings, near the entrance to the parking garage, and may be accessed between the hours of 9AM and 9PM only. Please submit all loading schedules to your Convention Services Manager. If special load in/out times are required, they must be requested in advance and approved by your Convention Services Manager. All products, equipment and materials brought to The Grand must be removed from the premises immediately following your event, unless other arrangements have been made in advance with your Convention Services Manager.

OFF-SITE CATERERS

The Grand does not permit outside caterers for events. In the case of ethnic or specialty catering menu needs, please consult and work with your Convention Services Manager for fees and requirements for outside caterers along with the special requirements we mandate while at The Grand. All outside caterers must sign and abide by our Catering and Policies Agreement.

MENU PRICING

Menu prices are subject to change without notice. Pricing is only guaranteed after a Banquet Event Order is completed for the event, is signed by the client indicating acceptance of the Banquet Event Order and a deposit is received.

CHANGES

Final menus, room diagrams, seating assignments, tables, buffets, stations and furniture layouts are all required 12 business days prior to your event. While last minute changes do occur, changes made after the 12 day cut off to room set ups, tables, buffets, seating, décor, arrangements or buffets, etc. will incur change fees.

SEATING CAPACITIES

All of our exquisite and unique rooms at The Grand have maximum occupancy limits; however, those limits might be reduced based upon your needs for your wedding. The addition of staging for DJ's or live entertainment, food stations and buffets, cocktail bars, alternate table shapes and additional décor will affect the final seating capacity and must be taken into consideration.

All pricing is per person unless otherwise noted. Prices are exclusive of 13% taxable administrative fee, 12% taxable service charge, 6% sales tax and 9% beverage tax. Prices subject to change.