



WEDDING PACKAGES



BERKELEY MARINA
200 Marina Blvd.
Berkeley, CA 94710



DOUBLETREE BY HILTON BERKELEY MARINA

200 Marina Boulevard

Berkeley, Ca 94710

510.548.7920

www.berkeleymarina.doubletre.com

Located in the heart of the Bay, right on the Berkeley Marina and footsteps from San Francisco, our gorgeous hotel offers the perfect setting for a wedding.

We're conveniently located to both airports, with easy access to all area freeways and local public transit systems.

Create a day like no other with a chic waterfront location, fresh dining choices and upscale amenities.

Put your mind at ease by hosting your wedding here at the DoubleTree by Hilton Berkeley Marina.

Contact the Sales Department
by email: jbkca_ds@hilton.com

or

by phone: 510.548.7204



MARINA CEREMONY INCLUDES:

Ceremonial Arch & Table

White Folding Chairs

Setup & Teardown of Ceremony Site

Ceremony Refreshment Station with Fruit

Infused Iced Water, Housemade Lemonade & Iced Tea

Packages beginning at \$1,800

Wedding sites you adore!

Choose either an outdoor or indoor ceremony

designed especially for you.

BALLROOM CEREMONY INCLUDES:

Ceremonial Arch, Table & Platform

Banquet Chairs

Setup & Teardown of Ceremony Site

Ceremony Refreshment Station with Fruit

Infused Iced Water, Housemade Lemonade & Iced Tea

Packages beginning at \$1,500

CEREMONY PACKAGES

Stationed Hors D'Oeuvres

CHOOSE TWO

International & Domestic Cheeses

Seasonal Sliced Fruit

Fresh Valley Crudités Antipasto

APPETIZER

CHOOSE ONE

Caesar Salad with Shaved Parmesan Cheese, Croutons &

House-Made Caesar Dressing

Salad of Mixed Greens with Candied Walnuts,

Sun-dried Cranberries & Point Reyes Blue cheese with

Balsamic Vinaigrette

Petite Crab Cake with Fresno Chili Aioli

Miniature Herb Quinoa Cake

Entree

CHOOSE TWO

All entrées are served with Chef's Choice of Starch, Seasonal Vegetables, Rolls & Butter.

Oven Roasted Chicken with Wild Mushroom & Black Garlic Demi-Glaze

Grilled NY Strip Steak with Whiskey Demi-Glaze

Oven Roasted Atlantic Salmon with Tomato Vinaigrette

Phyllo Crescent filled with Rainbow Chard, Caramelized Onions, Wild Mushrooms & Feta Cheese

Included in Package

Food Tasting for Two

Black or White Floor Length Linens

White Chair Covers

Mirrors & Votive Candles

One hour House Brands Bar

Champagne Toast for All Guests

Dessert Service

Bridal Suite with Breakfast for Two



CLASSIC PACKAGE

\$85.00 per person

PASSED HORS D'OEUVRES

CHOOSE THREE

Goat Cheese & Sun Dried Tomato Tartlet
Stuffed Mushroom with Spinach & Cheese
Raspberry & Brie in Phyllo Spanikopita
Potato Pancake with Scallion & Sour Cream
Chicken Sate with Peanut Sauce
Beef Brochette with Teriyaki Glaze
Scallops Wrapped in Bacon
Coconut Prawns

APPETIZER

CHOOSE ONE

*Caesar Salad with Shaved Parmesan Cheese,
Croutons & House-Made Caesar Dressing*
*Salad of Mixed Greens with Candied Walnuts,
Sun-dried Cranberries & Point Reyes Blue cheese
with Balsamic Vinaigrette*
Petite Crab Cake with Fresno Chili Aioli
Miniature Herb Quinoa Cake

ENTREE

CHOOSE TWO

*All entrées are served with Chef's Choice of Starch, Seasonal
Vegetables, Rolls & Butter.*
Pan Seared Chicken Chop Stuffed with Asparagus,
Pancetta, Mascarpone Cheese & Natural Jus
Grilled New York with Black Garlic Demi-Glaze
Oven Fried Halibut Crusted in Hazelnut Pesto
Vegetable Wellington Puff Pastry Filled with Zucchini,
Squash, Mushrooms, Pesto & Mozzarella Cheese
8 oz Grilled Filet Mignon with Black Garlic
Demi- Glaze
Duet: Mix & Match any two of the Above Entrees
(Additional \$8.00 per person)



Included in Package

Food Tasting for Two * Floor Length Linen & Napkins * White Chair Covers *
Mirrors & Votive Candles * One Hour House Brands Bar
Champagne Toast for All Guests * Dessert Service * Freshly Brewed Coffee & Tea
Bridal Suite with Breakfast for Two

DELUXE PACKAGE

\$117.00 per person

STATIONED HORS D'OEUVRES

CHOOSE TWO

International & Domestic Cheeses
Seasonal Sliced Fruit
Fresh Valley Crudités Antipasto

PASSED HORS D'OEUVRES

CHOOSE THREE

Goat Cheese & Sun Dried Tomato Tartlet
Stuffed Mushroom with Spinach & Cheese
Raspberry & Brie in Phyllo Spanikopita
Potato Pancake with Scallion & Sour Cream
Chicken Sate with Peanut Sauce
Beef Brochette with Teriyaki Glaze
Scallops Wrapped in Bacon
Coconut Prawns

APPETIZER

CHOOSE TWO

Seasonal Mixed Green Salad with Candied Walnuts,
Bleu Cheese, Sun-dried Cranberries with Balsamic
Vinaigrette
Caesar Salad with Shaved Parmesan Cheese, Croutons,
House Made Caesar Dressing
Crab Louie Salad with Butter Lettuce, Dungeness Crab
Meat, Tomatoes, Eggs, Cucumber & Louie Dressing



ENTREE

CHOOSE TWO

All entrées are served with Potatoes Gratin, Seasonal Vegetables, Rolls & Butter.
Pan Seared Chicken Chop Stuffed with Asparagus, Pancetta,
Mascarpone Cheese & Natural Jus
Grilled New York with Black Garlic Demi-Glaze
Oven Roasted Red Snapper with Tomato Vinaigrette, Kalamata
Olives & Capers
Penne Pasta Natural with Seasonal Vegetables, Fresh Basil,
Tomatoes, Chardonnay & Olive Oil
Vegetarian Paella
Assorted Miniature Dessert

Included in Package

*Food Tasting for Two * Black or White Floor Length Linens * White Chair*

*Covers * Mirrors & Votive Candles * One hour House Brands Bar*

*Champagne Toast for All Guests * Dessert Service*

Bridal Suite with Breakfast for Two

GRAND PACKAGE

\$130.00 per person

HOSTED BAR PACKAGES

House Spirits
Domestic Imported and Local Craft Beers

House Wines
Sodas and Mineral Waters
\$22.00 Per Person for First Hour
\$16.00 Per Person, Per Hour After

BEER & WINE PACKAGES

Domestic Imported and Local Craft Beers
House Wines
Sodas and Mineral Waters

\$19.00 Per Person for First Hour
\$14.00 Per Person, Per Hour After

CONSUMPTION BAR

House Spirits - \$9.00 per drink
Premium Spirits - \$16.00 per drink
Beer - \$7.00 per bottle
House Wine - \$10.00 per glass
Premium Wine - \$12.00 per glass
Soda, Water, Juice - \$6.00 each

CASH BAR

House Spirits - \$12.00 per drink
Premium Spirits - \$18.00 per drink
Beer - \$9.00 per bottle
House Wine - \$12.00 per glass
Premium Wine - \$13.00 per glass
Soda, Water, Juice - \$6.00 each

A bartender fee of \$250 per bartender will apply (one bartender per 75 guests)

Cash bar prices are inclusive of sales tax and service charge. Cash bars are subject to \$300 minimum sales per bar. Should sales fall short of this minimum, the host is responsible for the additional amount.



BAR PACKAGES



PHOTOGRAPHY/VIDEOGRAPHY

JSK Photography | jskphotography.com

Bloom Photography | bloomphotographyca.com

Burgundy Visuals | burgundyvisuals.com

Fusion Moments | fusionmoments.com

Jenny Aguilar Photography | jennyaguilarphotography.weebly.com

Mainline Studios | 510.377.8681

DECOR

AAB Creation | aabcreation.com

White Spark | whitesparkevents.com

Saba Decor Rentals | sabadecorrentals.com

Mandy Scott | mandyscott.com

EVENT PLANNER

Something Blue Productions | sbpweddings.com

Anais Event Planning and Design | anaisevents.com

First Pick Planning | firstpickplanning.com

TRANSPORTATION

Eagle Eye Limo | eagleeyelimo.com

Prestige Limousine | prestigelimousineinc.com

Black Tie Transportation | blacktietrans.com

ENTERTAINMENT

Fiesta Time Photo | fiestatimephoto.com

Future Photo Booths | futurephotobooths.com

DJ Hans | bookdjhans.com

DJ Ivan S | djjivans.com

WEDDING CAKES & DESSERTS

MiGoodies Bake Sale | miguodiestbakesale.com

Grace & Gusto Cakes | graceandgustosf.com

RECOMMENDED VENDORS

FOOD AND BEVERAGE

The Events Department will be in contact with the Wedding Couple / Planner following receipt of the signed contract agreement but not before six months prior to the event. The Catering / Event Manager (EM) becomes the main contact for all planning and on-site details involving Catering & Meeting function arrangements and can assist with recommendations for outside services, if necessary.

PLEASE NOTE: A tentative program schedule of function room requirements is due to the EM at least 90 days in advance of the main arrival date. A final detailed program is due to the EM no later than 45 days prior to the main arrival date. At the 45 day deadline or upon receipt of the final detailed program, any un-assigned meeting/function space will revert back to the Hotel. Any additional requests for function rooms will be based on a space available basis. All Banquet Event Orders are to be completed, signed and returned to your EM fifteen (15) business days prior to the first day of your program.

We will maintain a flexible position regarding suggested menus; however, due to changing food costs, definite prices on food and beverage will be guaranteed three (3) months prior to your program. Please note there is a three course minimum for all plated lunches and dinners.

All prices are plus tax, gratuity and service charge and are subject to change.

Customized menus may be arranged directly through your EM. Labor charges and set-up fees may apply. Please contact your EM directly for current menus or to discuss your entire food & beverage requirements. In compliance with California Liquor Laws, Hotel is the only authorized licensee able to sell and serve liquor, beer and wine in the banquet facilities. Hotel reserves the right to refuse service to any guest who visibly appears to be intoxicated. No one under (21) twenty-one years of age will be served alcoholic beverages. Hotel reserves the right to inspect the identification of any guest attending events. Outside food/beverages brought into the meeting space will be assessed with a minimum of \$1,000.00 fee and removed from the event space.

MEETING ROOM GUIDELINES

Fastening or affixing objects to ceilings, painted surfaces, podiums, columns, fabric moveable walls, or decorative walls will only be allowed under certain circumstances, and must be approved by Catering Manager. Only approved adhesive products can be used. No nails or tape will be allowed on any surface.

Changes to meeting room setups may be subject to an additional labor charge should the changes be made less than 48 hours prior to a function or if there is an extensive meeting room set up or turn required. There are also charges for any same day room turns.

CONFIRMATION OF SETUP REQUIREMENTS

Final menu items, room arrangements and other details pertaining to your event will be outlined on a Banquet Event Order. Unless otherwise stated on the BEO, the hotel reserves the right to change function rooms at any point should the number of the attendees decrease, increase, or when the Hotel deems it necessary. If a room setup is changed within seventy two (72) hours of the event, there will be a minimum additional fee of \$500.00 for the re-set. Fee is subject to increase depending on the room size and complexity of the change.

MENU TASTING

Tasting panels are available after the event has been contracted with your event manager. A total of two guests may attend. Please allow your event manager two weeks' notice so they can coordinate with the Chef and Banquet Manager. Additional guests, second tastings, or tasting requested prior to signature of contract will incur a cost of \$75.00 per guest.

FUNCTION GUARANTEES

Guaranteed numbers of attendees for all functions must be received by your EM three (3) business days prior to the function by 9AM excluding weekends and holidays. This number will be considered your minimum guarantee and is not subject to reduction. If a guarantee count is not received, the number of guests indicated on the Banquet Event Order will be the guaranteed attendance.

We are prepared to serve 3% above the guaranteed number, not to exceed 50 guests. You will be billed the guaranteed number or attendance, whichever is greater.

If the count is increased under forty-eight (48) hours, oversight will not be extended. Dietary restriction numbers are required when the guarantee is provided. If there are no dietary selections listed on the original arrangements, the hotel reserves the right to provide a custom meal to a number not greater than 10% of the actual guarantee. You will be charged for the guaranteed number of guests or the number of guests in attendance, whichever is greater.

For groups with assigned seating, entree codes and the final diagram must be submitted with your guarantee count.

BILLING

Cash, Check, and Credit Card Payments: all functions must be paid for in advance.. Completion of a credit authorization is required. Functions may be guaranteed for payment or paid for by the following credit cards: American Express, Diner's Club, MasterCard or Visa. A credit card will be required in advance of the event for any additional on-site charges (even if unanticipated).

CORKAGE CHARGES

You may bring in wines or champagnes which do not appear on our wine list. The DoubleTree by Hilton Berkeley Marina will apply a corkage charge of:

- \$20.00 per 750 ml bottle of wine
- \$20.00 per 750 ml bottle of champagne

A service charge will be added, based on the hotel's selling price.

SERVICE CHARGES

A service charge of 15.5 % of the total food and beverage revenue and 11.7% of Room Rental will be added, which will be provided to wait staff employees, service employees and/or service bartenders. An administrative fee of 9% of the total food and beverage revenue, 24.5% of the total audio visual and 12.8% of Room Rental plus applicable taxes will be added. This administrative fee is retained by the Hotel and is not a tip, gratuity or service charge for any employee and is not the property of the employee(s) providing service to you. All charges subject to 9.25% sales tax; subject to change without notice.