

PACKAGE OPTIONS

In the following pages, this guide highlights the packages we offer and provides a side-by-side comparison that makes it easy to understand what amenities are included in each.

In summary, we offer four packages.

DIY "Do It Yourself" Package

This package is for those that prefer to "do it yourself". Elegant Studios Event Center is an open vendor venue. We have preferred vendors or if you have licensed vendors that you want to work with, you are welcome to do so. Our DIY package includes exclusive use of Elegant Studios Event Center for your special day from 8am-midnight. Tables and chairs are included and our professional staff takes care of table and chair set up. We also take care of cleaning at the end of your event. Your wedding decorator or planner may also be interested in some of the add-on packages that we can provide to help make it easier on them. These are listed on page 5.

Elegant Reception Package

This includes exclusive use of Elegant Studios Event Center for your special day from 8am-midnight. In this "no worry" package, you do not have to worry about set-up, cleaning, table linens, catering, DJ, bartender, security or decorating. We take care of all this for you. You share your vision, colors and theme - we take it from there!

Elegant Premium Package

This package includes everything offered in the Elegant Reception Package and takes it one step further. Instead of a buffet dinner with one protein, this includes a served plated dinner with two different proteins. Extra decorating touches include throne chairs, table centerpieces and fluted glassware for the Champagne Toast.

Elegant Ceremony Package

Our Ceremony Room is 50 feet away from the Reception. Your ceremony package includes: Altar adorned by a beautiful canopy, white padded chairs, flower bouquets to beautify the canopy, uplighting, use of the audio/speaker system including a wireless mic, use of the bridal waiting room and one hour of rehearsal time one or two nights before the wedding.

	DIY PACKAGE "DO IT YOURSELF"	ELEGANT RECEPTION PACKAGE	ELEGANT PREMIUM PACKAGE	CEREMONY PACKAGE
Event Center MANAGER assigned to take care of all your needs	✓	✓	✓	
Use of MAIN BALLROOM	✓	✓	✓	
Use of LOBBY/BAR	✓	✓	✓	
Use of KITCHEN (non-cooking)	✓	✓	✓	
Use of DJ BOOTH Elevated	✓	✓	✓	
60" ROUND TABLES (Seats 8-10)	✓	✓	✓	
SILVER CHIAVARI CHAIRS (w/ Black Cushion)	✓	✓	✓	
Choice of Black or Ivory Cushion			✓	
RECTANGULAR TABLES (for Gift, Cake, Kitchen, etc..)	✓	✓	✓	
COCKTAIL TABLES High boys and low boys. Choice of black or white spandex covers	✓	✓	✓	
TABLE & CHAIR SET UP Done by Event Center Staff	✓	✓	✓	
STRIKE & CLEAN UP Done by Event Center Staff	✓	✓	✓	
TABLECLOTHS Included for Guest Tables. Choice of Color.		✓	✓	
CLOTH NAPKINS Included. Choice of Color		✓	✓	

	DIY PACKAGE "DO IT YOURSELF"	ELEGANT RECEPTION PACKAGE	ELEGANT PREMIUM PACKAGE	CEREMONY PACKAGE
TABLE RUNNER Included. Choice of Color		✓	✓	
PLATE CHARGERS Included. Silver or Gold		✓	✓	
CHAIR SASHES Included. Choice of Color			✓	
TABLE CENTERPIECES Included			✓	
DRAPING DECOR Includes Ceiling Drapes, 40 ft Pipe & Drape, Lighted Backdrop Drape for Cake Table. Choice of Color.		✓	✓	
LIGHTING DECOR Includes LEDs above mirrors, up to 4 LED uplights, ceiling starlights, disco lights, LED DJ Booth lighting. Choice of colors for LED lighting.		✓	✓	
THRONE CHAIRS White and Gold. Two for bride & groom. One for Quince, Sweet 16 or Birthday.			✓	
MAIN TABLE DECOR Included		✓	✓	
TABLECLOTHS FOR ALL OTHER TABLES Included. Choice of Color.		✓	✓	
Use of O/H PROJECTOR Included. For slideshows.		✓	✓	
BUFFET DINNER Included. 1 protein, salad, starch, veggie. High quality disposable plates/utensils.		✓		
SERVED DINNER Included. 2 proteins, salad, starch, veggie. Stoneware, flatware, glassware			✓	

	DIY PACKAGE "DO IT YOURSELF"	ELEGANT RECEPTION PACKAGE	ELEGANT PREMIUM PACKAGE	CEREMONY PACKAGE
CHAMPAGNE TOAST Client provides champagne. We provide fluted glassware, open bottles and servers pour for guests			✓	
DJ/MC 4-hours Included.		✓	✓	
BARTENDER(s) Hosted bar. Included. Licensed. Experienced. Client provides the beverages.		✓	✓	
SECURITY GUARD(s) 5 hours. Included.	✓	✓	✓	
CEREMONY ROOM Separate space 50 ft from Reception. Package includes use of an altar canopy, fresh flower bouquets, uplighting, use of audio/speaker system and wireless mics, use of the bridal waiting room, includes one hour of rehearsal time one or two nights before the wedding, and white padded chairs				✓
PRICING	DIY PACKAGE "DO IT YOURSELF"	ELEGANT RECEPTION PACKAGE	ELEGANT PREMIUM PACKAGE	CEREMONY PACKAGE
for up to 50 guests	\$1695	\$6225	\$8150	\$700
for up to 75 guests	\$1995	\$7725	\$9750	\$825
for up to 100 guests	\$2295	\$9225	\$11350	\$950
for up to 125 guests	\$2595	\$10725	\$12950	\$1095
for up to 150 guests	\$2895	\$12225	\$14550	(Max 125)

If you chose the **DIY Package**, we also offer Add-On Options that your planner or decorator may be interested in. These add-on options are as follows:

TABLE LINEN PACKAGE OPTION

This includes the color of your choice of tablecloth, cloth napkins and a table runner. The price per table is \$34/table.

TABLE CENTERPIECES and BRIDE & GROOM TABLE

Most clients like to provide their own centerpieces or have a good idea of the type of centerpieces they would like. This is also true for the Bride & Groom Table. If you would like for us to do this for you, we are happy to do so. Just give us a budget (\$25 minimum per table and \$150 minimum for Bride & Groom Table) and we will present you with a few ideas.

CHAIR SASH OPTION

We are happy to provide a chair sash option. Chair sashes are \$1.50 per chair. This includes the labor of our staff to install the color of your choice.

DRAPING DECOR OPTION

Our basic decorating package consists of ceiling drapes, up to 40 feet of pipe and drape to cover the mirrors, etc., and a backdrop drape that works well as a backdrop for the cake table or even a photo booth. This basic decorating package is \$150. The client is welcome to bring in their own decorator and/or use a combination of both.

LIGHTING DECOR OPTION

Includes LEDs above mirrors, 2 LED up-lights, ceiling starlights, disco lights, LED DJ Booth lighting. Choice of colors for LED lighting. The lighting package includes two up-lights that provide various colors, LED lighting above the mirrors to match your color theme, disco lights, ceiling starlights, and LED DJ booth lighting. The lighting package price is \$100.

OVERHEAD PROJECTOR OPTION

There are two overhead projectors available for your use. One is located in the Reception area and one is located in the Ballroom. They provide a means to share photos and videos with your guests. Price is \$25 per projector.

DJ/MC PACKAGE OPTION

We have several DJs we work with to match the style of your wedding and culture. 4 hours. \$850

BARTENDER/BAR SET UP OPTION

We provide a licensed bartender and the bar set up of ice, garnishes, mixers, etc are included. The bartender will meet with you ahead of time to decide on signature cocktails and the rest of the bar "menu". 4 hours. \$250.

DEPOSITS and PAYMENTS

If your booking date is *more than* 3 months away, a non-refundable deposit of \$150 will reserve your date. This deposit will be applied to your final contract. At the 3-month mark, 1/2 of your contract price is due and is not refundable. The balance is due two weeks prior to the event. .

If your booking date is *less than* 3 months away, 1/2 of your contract price is due upon booking and is not refundable. The balance is due two weeks prior to the event.

If, for some reason, it is necessary to postpone your event, the deposits will be applied to a future booking.

The contract price will also include a \$500 *refundable* security deposit. This security deposit is 100% refundable within one week after your event, provided no damage has been incurred. This security deposit needs to be paid prior to the event.

PLEASE KEEP IN MIND

We **do not** allow the following:

No smoking of any type inside the building. If smoking occurred, the security deposit will be impacted.

Alcohol can not be brought in or taken out by guests.

No sparklers or lighted object that could cause smoke or fire damage.

No confetti

No Jello or Fireball shots.

No loitering or loud music blaring from cars in the parking lot, before during or after the event.

If alcohol is served, security guard(s) are required.

If the event is on a Saturday, no loud music from 5:30-6:30pm, as our church neighbor has their service at this time.

NEXT STEPS

If you have not had a tour and had a chance to meet Anne Scott, our Event Center Manager, that is a definite next step. Call Anne at (239) 274-6683 or email her at info@elegantstudios.org to arrange a tour.

If you are ready to save the date, call Anne and she can process the reservation over the phone. We look forward to serving you and helping to make your special day one that will be cherished for all time.