

Charleston Sky Wedding & Event Venue

4274 FM 895 Cooper, TX 75432

903-303-2711

charlestonsky.com



WEDDING VENUE PRICING

(Maximum of 200 guests)

March – June, September - December

Saturday	\$3,800
Friday	\$3,000
Sunday	\$2,800

January, February, July, August

Saturday	\$3,000
Friday	\$2,650
Sunday	\$2,400

Saturday venue access is from 10 am –11 pm, with everyone & everything out by midnight

Friday venue access is from 10 am – 11 pm, with everyone & everything out by midnight

Sunday venue access is from 10 am – 10 pm, with everyone & everything out by 11 pm

A Security officer is required for all events, even if you are not serving alcohol. Security is paid \$45/hour in cash directly to security officer on the event date. Their time begins after ceremony ends and goes from reception through the 1-hour cleanup time (5 hour minimum). If you are serving alcohol, the bartender fee is \$30/hour and is paid in cash to bartender before the start of the event. Must use CSKY Bartender & Security. Cups, napkins, plates & utensils are not provided by CSKY. You may bring in your own alcohol or any non-alcoholic drinks you would like to serve. Additional bar time is \$75/hour if you extend your reception time. If you would like to use the outside bar in addition to the inside bar, there is an additional fee of \$30/hour for a 2nd bartender. A 2nd bartender is also recommended if you are serving a full bar of beer, wine, frozen margaritas and mixed drinks.

- A 30% non-refundable down payment and a signed contract secures the date of your event. The remaining balance will be due 60 days prior to your event date.
- CSKY requires that you obtain day-of wedding insurance with host liquor liability in the amount of \$1M general liability, regardless of whether you serve alcohol. You may purchase this insurance at www.theeventhelper.com/#st5zsz or another provider. The cost is around \$100 - \$127, depending on your guest count. We will need your Certificate of Insurance 14 days prior to your wedding date. Our required information will be pre-filled if you use the above link.

MARGARITA MACHINE PRICING

If you would like to serve frozen margaritas, strawberry daquiris, or peach bellinis, CSKY will provide the machine, 2 drink mixes, 9 oz. drink cups, straws & cocktail napkins for \$150. Host will provide the liquor. CSKY will prepare the frozen drinks. All alcoholic drinks are served from behind the bar by our licensed bartender.

PHOTO BOOTH PRICING

\$400 for 4 hours

\$350 for 3 hours

You may choose to add our optional Photo Booth services during your reception. This includes unlimited photo strips during your reception. Each guest receives a photo strip. CSKY provides and attendant, assorted props & signs. CSKY will include a scrapbook for guests to sign next to their photo strip, and the scrapbook will be ready to take home after the reception! Guests will be prompted to enter their phone number or email after each session is completed, and all photo strips will be sent electronically to guests after the reception ends. You will also receive a USB flash drive of all the photo strip pictures that were taken at your event, and you may take it home at the end of the reception!

OTHER INFORMATION

- Rehearsals are done the morning of the wedding date. If the venue is available the day before your wedding date, you may take 1-2 hours from your wedding day access time and apply it to the day before to rehearse and get an early jump on decorating. On your wedding date, you would deduct those hours from your venue access time. If you take 2 hours to rehearse and decorate the day before, then you would have 12 hours of venue access on wedding day for a Friday or Saturday wedding. Rehearsals are confirmed once we are 30-45 days out.
- CSKY will set up (for up to 200 people) white folding chairs, 5' round guest tables &/or 8' rectangular tables, and a sweetheart table or head table for your wedding party. 6' Buffet tables (2) and a 4' table will be set up in the buffet room. CSKY will provide full-length black linens for the buffet tables, and you bring your own guest table linens. If you are using 5' round tables, then you will need to bring 120" round linens to go all the way to the floor. If you are using 8' rectangular tables, then you will need to bring 90" x 156" linens to go all the way to the floor. All guest table heights are standard 30" high.
- You are required to use CSKY security & bartender for all events and may bring in your own vendors - DJ, photographer, videographer, caterer, decorator/centerpieces, etc. If you are not serving alcohol, a bartender is not required.
- You are welcomed to bring your photographer out to CSKY for a bridal portrait session or engagement pictures for up to 2 hours, by appointment, based on venue availability (excluding Saturdays). This time will not be deducted from your venue access time!
- The latest end time for all events is 11 pm for a Friday/Saturday. All family members, guests, belongings and vendors must be out 1 hour after the bride & groom exit. The family will start taking their decorations, and CSKY staff will begin clean-up at that time. The family is to remove all indoor/outdoor decorations and place all trash in the trash containers and CSKY staff will take the trash outside to our dump trailer as needed!