

Southern Oaks

E V E N T V E N U E



Venue Rental is Based on the Weekday of the Event:

Monday-Thursday | \$2,500

Friday | \$4,500

Saturday | \$5,000

Sunday | \$3,500

Venue Rental Only Includes the Following (Flat Fee Venue Rental ONLY):

| 8 Round Tables & White Linens |

| 4 Rectangular Tables |

| Sweet Heart or King Table |

| Cake Table |

| Tables for Gifts, Favors, & Guest Book Are Included |

| Mahogany Cross Back Reception Chairs & Mahogany Folding Ceremony Chairs |

| Seating Includes 150 Seats Depending On Your Choice of Sweetheart/King Table |

| Chairs for Reception & 150 Chapel Chairs |

| One Staff Person for the Day |

| You May Come in to Set-Up at 8am |

| 4 Hour Reception From the Time You Say, "I Do" |

| 1 Hour Clean-Up After Event is Over |

| All Trash, Food, Decorations Must Be Taken Out Before Leaving |

| 1 Hour Rehearsal Tuesday- Thursday By Appointment ONLY |

| 3 Hours Following Rehearsal for "Rehearsal Dinner" Can be Added for \$1,000 |

| Out Door Seating & Fire Pit |

Included Tables & Furniture is NOT to be Moved



The Packages Listed Below Include Fresh Floral & Can be Customized to Your Color Palette. This Applies to Candle Votives, Tapper Candles, Lanterns, Floral Vases/Stands, Etc..

We Reserve The Right to Make Any Substitutions In the Event That Flowers Are Unavailable or Those Received are Not of Great Quality. Southern Oaks Will Use Discretion And Substitute Flowers In a Similar Style/Color/Price.

Packages Are Added to The Cost of the Venue.

If Additional Guest Tables Are Added, Additional Charges for Floral May be Applied to Your Balance.

Both Packages Include Set-Up/Clean-Up of Southern Oaks Decorations and Fresh Floral Arrangements.

If Any Items Are Found Broken/Missing, Additional Fees May Be Deducted From Security Deposit.

During Planning Meeting the Decorator Can Make Suggestions for Any Outside Vendors - But Does NOT Handle the Booking Process, Payment, or Communication With Vendors.

Saturday Venue Rentals Are Required to Use ONE of the Packages.

Packages Are Available for Any Venue Rental.

First Consultation Meeting is to be Scheduled the Day of Booking.
Know Color Palette & Ideas for Centerpiece Decorations

Final Walk Through With Other Vendors is to be Scheduled 4 Weeks Prior to Wedding (Tuesday - Thursday Between 9:00am & 5:00pm).

“Southern Charm” Package | \$3,500

This Package includes:

- | 1 Meeting with Planner (Decoration Meeting) |
- | 1 Final Walkthrough with Your Planner/Coordinator |
- | Bridal Suite (9:00am Entry) |
- | Groom's Room (3 Hours Prior Entry) |
- | Set-up/Clean-up of Southern Oaks Decorations |
- | 4 Hour Reception From the Time You Say, "I Do" |
- | 1 Hour Rehearsal (Tuesday-Thursday with Your Coordinator by Appointment ONLY) |

| Ceremony Decorations |
Greenery & Candles for Alter
(Mirror or Cross Included)

Optional Signs
(Guest Book, Pick-A-Seat, Unplugged Ceremony)

| Reception Decorations |
4 Cocktail Tables with Greenery & Candles
8 Round Tables with Small Fresh Floral Arrangements or a Variety of Lanterns and
Candle Scapes to Choose From with Greenery Surrounding
(4 Votive Candles Per Round Table Included)

4 Rectangular Wooden Tables with Greenery & Candles (Pillar or Taper Candles)
2 Arrangements to be Used on Bar, Gift/Card Table, or Sign-In Table
Sweet Heart OR King Table Will Include Greenery & Candles (Pillar or Taper)

Miscellaneous Decorations
*(Cheese Cloth Runners, Easels, Table Numbers, Gift & Card Sign, Send-Off Sign, Card Box, Favor Sign,
Reserved Signs, Baskets/Crates, Etc.)*

| Other |
1 Bridal Bouquet
1 Groom Boutonnière

***At First Meeting Additional Bouquets & Boutonnieres Can Be Added, As Well as Other Floral
Arrangement - All Items Are Rental Items***

“Southern Elegance” Package | \$5,500

This Package includes:

- | 1 Meeting with Planner (Decoration Meeting) |
- | 1 Final Walkthrough with Your Planner/Coordinator |
- | Bridal Suite (9:00am Entry) |
- | Groom's Room (3 Hours Prior Entry) |
- | Set-up/Clean-up of Southern Oaks Decorations |
- | 4 Hour Reception From the Time You Say, "I Do" |
- | 1 Hour Rehearsal (Tuesday-Thursday with Your Coordinator by Appointment ONLY) |

| Ceremony Decorations |

Decor For Every-Other Aisle

(Greenery Tied to Chairs, Lanterns, Candles, or Small Arrangements)

2 Large Alter Arrangements with Candles (Mirror or Cross Included)

(Arrangements can be Used on Mantle, Arbor, or On Stands)

Alter Floral/Decor for Outdoor Ceremonies: Wooden Crosses, Arbor, or Sash Are Available

Optional Signs

(Guest Book, Pick-A-Seat, Unplugged Ceremony)

| Reception Decorations |

4 Cocktail Tables with Bud Vases

8 Round Tables with 4 Large & Tall Arrangements and a Variety of Lanterns & Candle Scapes to Choose

From with Greenery/Floral Surrounding

(Gold or Clear Floral Stands for Arrangements - 4 Votive Candles Per Round Table Included)

4 Rectangular Wooden Tables with Greenery/Floral & Candles (Pillar or Taper Candles)

3 Arrangements to be Used on Bar, Gift/Card Table, Sign-In Table

Sweet Heart with a Long/Low Arrangement OR King Table with 2 Large & Tall Arrangements

(Candles & Votives Included)

Miscellaneous Decorations

(Cheese Cloth Runners Easels, Table Number, Gift & Card Sign, Send-Off Sign, Card Box, Favor Sign, Reserved Signs, Baskets/Crates Etc.)

| Other |

1 Bridal Bouquet

1 Groom Boutonnière

***At First Meeting Additional Bouquets & Boutonnieres Can Be Added, As Well as Other Floral Arrangement -**

All Items Are Rental Items*

Additional Add-On's:

Additional Floral

Examples (Ask for Quote on Anything in Mind) :

Large Buffet Table Arrangement, Chandelier Floral Ring, Large Alter Arrangements, Wedding Party
Floral, Gold Rings, Etc.

Bartending:

Bartending Service (Comes with One Bartender, Ice and Set-Up) | \$400

Additional Bar & Set-Up | \$150

Extra Bartender | \$200

Extra's:

Additional Planning Meeting (s) | \$100 Per Hour

Additional Time in Bridal Suite | \$100 Per Hour

Ladies Loft | \$400

Chargers for Tables | \$1 Per Person

Cloth Napkins | \$1 Per Person

Photo/Memory Slide Show | \$150

Additional Reception Hour(s) | \$600 Per Hour

Cake Stands (White, Gold, Silver, Wood, Set of Cupcake/Donut Stands) | \$40 Each

3 Hours Following Rehearsal for "Rehearsal Dinner" | \$1,000

Furniture:

Champagne Wall | \$200 (Wall ONLY- Cups and Champagne are NOT included)

Chair Set-Up on Lawn | \$2 Per Chair

Cocktail Tables on Lawn/Decks (With Linen) | \$20 Each

Additional Round Table (With Linen) | \$25 Each

Additional Reception Chairs | \$1 Each