



the Bertram
Inn & Conference Center
Wedding Packages



Your Big Day ...

This Could Be Your Bertram Wedding!

5:15PM- Guest Arrival

5:30PM- 6:00PM – Ceremony

6:00PM- 7:00PM - Cocktail Reception

Open Bar Package

Stationed Hors d'œuvres:

Crudité Display *Presentation of Fresh Vegetables & Assorted Dips*

Cheese Display *Domestic & Imported Selection of Cheeses with Cascades of Grapes & Berries served with Gourmet Crackers & Baguette Breads*

Passed Hors d'œuvres:

Coconut Chicken Tenders with Sweet Thai Chili

Miniature Crab Cakes with Ginger Aioli

Bacon-Wrapped Scallops

6:45PM - Ballroom Doors Open

Water-Service / Pre-Set Champagne Toast

7:00PM- Introductions / Toasts / Blessing / Cake Cutting

7:25PM - Salad Service

Pear & Gorgonzola Salad with Mixed Greens & Walnuts

Served with Raspberry Vinaigrette and Balsamic Vinaigrette Dressings

7:50PM- Duet Entrée Plated Dinner

Combination Plate Of...

Filet of Beef Tenderloin *Topped with Roasted Garlic Port Demi-Glace
paired with...*

Stuffed Chicken Cordon Bleu *Stuffed with Melted Swiss & Ham
Served With....*

Potato Au Gratin with Gruyere & Roasted Lemon Butter Broccolini

9:15PM Cake & Coffee Station

Stationed Wedding Cake Provided by The Bertram:

French Vanilla with American Butter Cream & Fruit Filling

Gourmet Coffee Station *Displayed with Creamer, Sweeteners & Flavored Syrups*

Chocolate Fantasy Gourmet Dessert Presentation

Milk Chocolate Fondue Fountain

*Displayed with Strawberries, Pineapple, Sliced Apples, Grapes, Marshmallows, Pretzel Rods,
Pound Cake Squares, Cheesecake Lollypops, Graham Crackers, Miniature Cream Puffs,*

Biscotti & Maraschino Cherries

Assortment of Mini Pastries, Tarts, and Petit Fours

10:30 PM Late Night Snack

Pizza & Wings: Pepperoni, Meat Lovers & Cheese Pizza; Buffalo Chicken Wings
with Bleu Cheese

All Wedding Reception Packages

Include Complimentary ...

On-Site Wedding
Coordinator

Bartenders
(Appropriate Number Based On Final
Count)

Complimentary Guest Room
for the Bride & Groom

Double House Linens

Food Tasting
(For the Bride & Groom & Up to Six Guests
Featuring Salads, Hors D'oeuvres, Entrees,
Side Dishes, & Wedding Cake)

Dance Floor

Selection of Napkin Color
(Select From Over Ten Linen Choices &
Over Twenty Napkin Selections)

Champagne Toast for All
Wedding Guests

House Centerpieces
(12" Mirror Tile, Four Votive Candles, &
Six-Inch Bubble Bowl Vases)

Wedding Information & Services

DEPOSIT \$2,500.00 will be required to confirm the reservation. The deposit is non-refundable. In addition to the initial deposit, 50% of the estimate cost will be due 90 days prior to the event. The final bill will be due 7 days prior in the form of a cashier's check, cash, or credit card. All payments received that are applied to your balance are non-refundable

ATTENDANCE We will require confirmation of your attendance 7 business days prior to your event. This will be considered your minimum guarantee, not subject to reduction, for which you will be charged should less attend. For sit-down events of 100 guests or more we will set and be prepared to serve 3% over the guarantee.



FOOD & BEVERAGE The patron or attendees shall bring no food or beverage, alcoholic or otherwise into The Bertram Inn & Conference Center from outside sources without special permissions from the Hotel. The Bertram Inn & Conference Center reserves the right to charge for such services. No food or beverage may leave the property. The Bertram Inn & Conference Center accommodates religious or dietary preferences.

WEDDING CAKE Wedding cake is included in all wedding packages and may be ordered through your onsite coordinator. There will be no discount for groups bringing in their own wedding cake through another baker and a cake cutting fee will apply.

HOTEL ROOM RATES We are pleased to offer your guests a special overnight room rate for the day of your event. Rates are subject to availability.

SERVICE CHARGE & SALES TAX

A 21% Taxable Service Charge & 7% Sales Tax will be added to all food and beverage items.

The Gold Plated Dinner Package

\$92.00 per person

5 HOUR OPEN BAR

Full-Service Bar Featuring House Brands, Imported and Domestic Beers, House Wine, and Assorted Soft Drinks

**Bar Upgrades Available*

DISPLAYED HORS D'OEUVRES

Crudités Array of Fresh Vegetables & Domestic and Imported Cheese Display

SELECTION OF 3 HAND-PASSES HORS D'OEUVRES:

Bacon -Wrapped Scallops	Boursin & Artichoke Beignets	Stuffed Mushroom Caps Florentine
Sausage Stuffed Mushroom Caps	Roma Tomato & Fresh Mozzarella Bruschetta	Crispy Vegetable Egg Rolls
Miniature Crab Cakes with Ginger Aioli	Bacon-Wrapped Water Chestnuts	Hibachi Chicken Skewers
Coconut Chicken Tenders with Sweet Thai Chili	Crispy Asparagus with Asiago in Puff Pastry	Spanakopita
		Miniature Beef Wellington

PLATED SALAD COURSE

SELECTION OF 3 PLATED ENTREES:

8 oz. Grilled Sirloin Steak Marinated in an Oriental Sweet Chili	Marinated Chilean Sea Bass Fresh Cucumber Slaw
8oz. Strip Steak With Fire Roasted Onion Bordelaise Sauce	Jumbo Lump Crab Cake Ginger Aioli
8oz. Filet of Beef Tenderloin Roasted Garlic Port Demi-Glace	Oven Roasted Filet of Salmon With Spicy Soy Reduction
Grilled Filet Mignon Wild Mushroom & Cabernet Sauce	Chicken Marsala Sweet Marsala Wine & Wild Mushrooms
Roasted Filet of Halibut With a Spicy-Soy Reduction, Wild Mushrooms, & Fresh Scallions	Chicken Cordon Bleu Melted Swiss & Ham
	Stuffed Breast of Chicken Boursin, Spinach, Light Garlic Cream Sauce

CHOICE OF STARCH & VEGETABLE

CHOICE OF WEDDING CAKE



The Duet Entrée Plated Dinner Package

\$85.00 per person

5 HOUR OPEN BAR

Full-Service Bar Featuring House Brands, Imported and Domestic Beers, House Wine, and Assorted Soft Drinks

**Bar Upgrades Available*

DISPLAYED HORS D'OEUVRES

Crudités Array of Fresh Vegetables & Domestic and Imported Cheese Display

SELECTION OF 3 HAND-PASSES HORS D'OEUVRES:

Bacon -Wrapped Scallops

Sausage Stuffed Mushroom
Caps

Miniature Crab Cakes with
Ginger Aioli

Coconut Chicken Tenders
with Sweet Thai Chili

Boursin & Artichoke Beignets

Roma Tomato & Fresh
Mozzarella Bruschetta

Bacon-Wrapped Water Chestnuts
Crispy Asparagus with Asiago in Puff
Pastry

Stuffed Mushroom Caps Florentine

Crispy Vegetable Egg Rolls

Hibachi Chicken Skewers
Spanakopita

Miniature Beef Wellington

PLATED SALAD COURSE

SELECTION OF 1 ENTRÉE”

8oz. Filet of Beef Tenderloin
Roasted Garlic Port Demi-Glace

Grilled Filet Mignon
Wild Mushroom & Cabernet Sauce

Braised Beef Short Rib
Red Wine Reduction

Marinated Chilean Sea Bass
Fresh Cucumber Slaw

Jumbo Lump Crab Cake
Ginger Aioli

Roasted Filet of Halibut
With a Spicy-Soy Reduction, Wild Mushrooms,
& Fresh Scallions

PAIRED WITH 2ND ENTRÉE:

8oz. Grilled Sirloin Steak
Marinated in an Oriental Sweet Chili

8oz. Strip Steak
With Fire Roasted Onion Bordelaise Sauce

Oven Roasted Filet of Salmon
With Spicy Soy Reduction

Chicken Marsala
Sweet Marsala Wine & Wild Mushrooms

Chicken Cordon Bleu
Melted Swiss & Ham

Stuffed Breast of Chicken
Boursin, Spinach, Light Garlic Cream Sauce

CHOICE OF STARCH & VEGETABLE

CHOICE OF WEDDING CAKE



9001 Aurora Rd., Aurora, OH 44202 ♦ 330-995-0200 ♦ www.thebertraminn.com

The Burgundy Buffet Dinner Package

\$87.00 per person

5 HOUR OPEN BAR

Full-Service Bar Featuring House Brands, Imported and Domestic Beers, House Wine, and Assorted Soft Drinks

**Bar Upgrades Available*

DISPLAYED HORS D'OEUVRES

Crudités Array of Fresh Vegetables & Domestic and Imported Cheese Display

SELECTION OF 3 HAND-PASSES HORS D'OEUVRES:

Bacon -Wrapped Scallops	Boursin & Artichoke Beignets	Stuffed Mushroom Caps Florentine
Sausage Stuffed Mushroom Caps	Roma Tomato & Fresh Mozzarella Bruschetta	Crispy Vegetable Egg Rolls
Miniature Crab Cakes with Ginger Aioli	Bacon-Wrapped Water Chestnuts	Hibachi Chicken Skewers
Coconut Chicken Tenders with Sweet Thai Chili	Crispy Asparagus with Asiago in Puff Pastry	Spanakopita
		Miniature Beef Wellington

PLATED SALAD COURSE

SELECTION OF 1 ENTREE:

Sliced Strip Lion Steak	Roasted Pork Loin
Fresh Rosemary & Truffle Oil	Baked Apples & Dates, Port Reduction
Sliced Filet of Beef Tenderloin	Marinated Chilean Sea Bass
Roasted Garlic Port Demi-Glace	Fresh Cucumber Slaw
Slow Roasted Prime Rib	Roasted Filet of Halibut
Fresh Garlic & Herbs; Creamy Horseradish	With a Spicy-Soy Reduction, Wild Mushrooms, & Fresh Scallions

SELECTION OF 2 ENTRÉES:

Filet of Cod	Marinated Flank Steak
Fresh Cilantro-Pineapple Salsa	Sweet Chili Sauce
Baked Atlantic Salmon	Cashew Encrusted Chicken
Sweet Chili and Spinach	Pineapple Chutney
Sliced Top Round of Beef	Herbed Encrusted Chicken
Peppercorn Crusted; Fire Roasted Onion Bordelaise	With Asiago Cream Sauce
	Stuffed Breast of Chicken
	Boursin, Spinach, Light Garlic Cream Sauce

CHOICE OF STARCH & VEGETABLE

CHOICE OF WEDDING CAKE



The Royal Buffet Dinner Package

\$77.00 per person

5 HOUR OPEN BAR

Full-Service Bar Featuring House Brands, Imported and Domestic Beers, House Wine, and Assorted Soft Drinks

**Bar Upgrades Available*

DISPLAYED HORS D'OEUVRES

Crudités Array of Fresh Vegetables & Domestic and Imported Cheese Display

SELECTION OF 3 HAND-PASSES HORS D'OEUVRES:

Bacon -Wrapped Scallops	Boursin & Artichoke Beignets	Stuffed Mushroom Caps Florentine
Sausage Stuffed Mushroom Caps	Roma Tomato & Fresh Mozzarella Bruschetta	Crispy Vegetable Egg Rolls
Miniature Crab Cakes with Ginger Aioli	Bacon-Wrapped Water Chestnuts	Hibachi Chicken Skewers
Coconut Chicken Tenders with Sweet Thai Chili	Crispy Asparagus with Asiago in Puff Pastry	Spanakopita
		Miniature Beef Wellington

PLATED SALAD COURSE

SELECTION OF 1 ENTREE:

Marinated Flank Steak Sweet Chili Sauce	Stuffed Breast of Chicken Boursin, Spinach, Light Garlic Cream Sauce
Filet of Cod Fresh Cilantro-Pineapple Salsa	Roasted Pork Loin Baked Apples & Dates, Port Reduction
Baked Atlantic Salmon Sweet Chili and Spinach	Sliced Top Round of Beef Peppercorn Crusted with Fire Roasted Onion Bordelaise

SELECTION OF 2 ENTRÉES:

Cashew Encrusted Chicken Pineapple Chutney	Sautéed Chicken Milanese With Capers, Fresh Tomatoes, & Onion Beurre-Blanc
Herbed Encrusted Chicken With Asiago Cream Sauce	Pasta Primavera Seasonal Fresh Vegetables with a Choice of Garlic & Olive Oil, Pesto, or Marinara
Cheese Ravioli Roasted Red Pepper Cream Sauce	Oven Roasted Turkey Cornbread Stuffing, Smoked Gouda Sauce

CHOICE OF STARCH & VEGETABLE

CHOICE OF WEDDING CAKE



10001 Aurora Rd., Aurora, OH 44202 ♦ 330-995-0200 ♦

www.thebertraminn.com

Entrée Accompaniments

Vegetable Selections

- ❖ Roasted Lemon Butter Broccolini Sautéed Green Beans Almondine
- ❖ Roasted Zucchini, Yellow Squash, & Red Peppers in a Brown Butter Sauce
- ❖ Sautéed Broccoli, Cauliflower, & Carrots with Olive Oil & Lemon Pepper
- ❖ Roasted Butternut Squash with Cinnamon Honey Butter
- ❖ Crispy Garlic & Parmesan Asparagus

Starch Selections

- ❖ Roasted Fingerling Potatoes with Fresh Rosemary & Sea Salt
- ❖ Herb Rice Pilaf
- ❖ Lemon & Ginger Spiced Jasmine Rice
- ❖ Potato Au Gratin with Gruyere
- ❖ Roasted Parmesan Encrusted Redskin Potatoes
- ❖ Garlic & Shallot Whipped Potatoes

SALAD COURSE SELECTIONS

- ❖ **Pear & Gorgonzola Salad** *with Mixed Greens, & Walnuts*
- ❖ **Baby Spinach Salad** *with Crispy Bacon, Feta Cheese, & Toasted Almonds*
- ❖ **Mixed Greens** *with Tomatoes, Cucumbers, & Carrots*
- ❖ **Mesclun Greens** *with Strawberries, Mandarin Oranges, Bleu Cheese, & Sugared Pecans*
- ❖ **Traditional Caesar Salad** *with Shredded Parmesan & Garlic Croutons*
- ❖ **Mediterranean Cucumber Salad** *Fresh Cucumber, Red Onion & Tomato with Feta*
- ❖ **Spring Mixed Greens** *with Goat Cheese, Dried Cranberries & Candied Walnuts*

Package Bar Selections...

A Standard 5 Hour Bar is Included with ALL Wedding Packages:

HOUSE WINE

Choose 3:

Chardonnay
Moscato
Pinot Grigio
Riesling
Sauvignon Blanc
White Zinfandel
Cabernet
Merlot

STANDARD LIQUORS

Sobieski Vodka
Glenmore Gin
Lauder's Scotch
Seagram's 7 Whisky
Ezra Brooks Bourbon
Castillo Rum / Lady Bligh Spiced
La Prima Tequila

DOMESTIC & IMPORTED

BEERS

Choose 3:

Budweiser
Bud Light
Blue Moon
Truth IPA
Sam Adams
Market Garden Progress Pilsner
Great Lakes Dortmunder Gold
O'Doul's

Add (1) Additional Hour of Bar Service: \$6.50 per person

Upgrade Any Bar...

Call Brands of Liquor \$5.25 per person

Sky Vodka
Beefeater Gin
J&B Scotch
Canadian Club Whiskey
Jack Daniel's Bourbon
Cruzan Rum
Jose Cuervo

Deluxe Brands of Liquor \$9.50 per person

Vodkas: *Grey Goose, Belvedere,*
Chopin or Van Gough
Bombay Sapphire Gin
Johnnie Walker Black Scotch
Crown Royal Whiskey
Gentleman Jack Bourbon
Myer's Dark Rum
Patron Tequila

Signature Martini Bar Upgrade Includes...

*Vodka Rack Ice Sculpture, Selection
of Olives, Garnishes & Washers*
Vodkas: *Absolut, Absolut Mandarin,*
Absolut Citron, Stoli Raspberry,
Stoli Vanilla, Three Olives Chocolate
& Three Olives Cherry

\$6.30 per person (One Hour)

Add Extra Time To Your Bar:

One-Hour

\$6.50 per person

Two-Hours

\$9.46 per person

Three-Hours

\$12.80 per person

Premium Brands of Liquor \$7.50 per person

Ketel One or Tito's Vodka
Tanqueray Gin
Dewar's Scotch
Seagram's VO Whiskey
Maker's Mark Bourbon
Bacardi Rum
1800 Tequila

Cordials

\$89.25 per bottle

Grand Marnier
Kahlua
Disaronno Amaretto
Bailey's
Godiva Chocolate Liquor
B&B
Drambuie

Displayed Hors d'oeuvre Enhancements...

Fresh Mozzarella & Tomato Display

Fresh Mozzarella, Red & Yellow Tomatoes, Fresh Basil &
Balsamic Drizzle

\$6.85 per person

Smoked Peppered Salmon Display

Cucumbers, Capers, Tomatoes, Red Onion, Chopped Egg
& Dill Sour Cream Served with Gourmet Crackers & Soft Baguette Breads

\$7.65 per person

Jumbo Shrimp Cocktail

Lemon Wedges with Traditional Cocktail Sauce

\$6.55 per person (2pp)

Antipasti Display

Authentic Italian Meats, Imported Cheeses,
Marinated Vegetables & Olives with Gourmet Crackers, Crisp Bread Sticks & Crostini

\$7.65 per person

Sushi Display

California Rolls, Philly Roll, Spicy Tuna, Veggie Roll & Crab Salad Rolls with Wasabi, Soy and Pickled Ginger

\$7.65 per person (2pp)

Grilled Marinated Vegetable Display

Zucchini, Yellow Squash, Sliced Red Onion, Red
Pepper, & Carrots

\$6.85 per person

Vegetarian Entrée Selections (select one)

❖ **Summer Vegetable Ravioli** With Roasted Red
Pepper & Garlic Cream Sauce

❖ **Herb Risotto** Exotic Mushrooms, Asparagus, & Red
Pepper Coulis

❖ **Mushroom Strudel** With Roasted Garlic Aioli

❖ **Pasta Primavera** With Seasonal Fresh Vegetables in
a Light Alfredo Sauce

Children's Entrée Selections

\$19.95 Per Child Ages 4-12 Years Old

Select One of the Following to Serve for Your Younger Crowd

Includes Applesauce, French Fries, Soft Drinks, Sampling of Hors d'oeuvres, and Wedding Cake

❖ Chicken Fingers

❖ Homemade Mac-n-Cheese

❖ Grilled Cheese
Sandwich

❖ Hamburger or
Cheeseburger

❖ Stadium Hot Dog

❖ Cheese or Pepperoni Pizza

Entrée Upgrades

Upgrade Your Existing Entrée :

Premium to Deluxe	\$4.20 per person
Premium to Elite	\$8.40 per person
Deluxe to Elite	\$4.75 per person

Add an Additional Entrée

Premium	\$6.30 per person
Deluxe	\$7.35 per person
Elite	\$8.40 per person

* * Cordials On the Specialty Coffee Station are provided for One Hour - Additional Consumption is
\$85.⁰⁰ Bottle * *

Late Night Snack Options

Pizza & Wings

Selection of Pepperoni, Meat Lovers,
Vegetarian or Cheese Pizza
Buffalo Chicken Wings Served with Bleu
Cheese Dressing for Dipping
\$8.95 per person

Quesadilla Station

Miniature Grilled Chicken- n- Cheese
Quesadillas
Crisp Tortilla Chips,
Guacamole, Sour Cream, &
Salsa
\$6.85 per person

Loaded Potato Skins

Served with Cheddar Cheese, Sour Cream,
Scallions, & Crumbled Bacon to top them
off!
\$5.75 per person

Soft Stadium Dipping Pretzels

Served with Warm Nacho Cheese &
Stadium
Mustard for Dipping
\$5.75 per person

Breakfast Sandwiches & Doughnuts

Assorted Doughnuts
Select Two Breakfast Sandwiches:
Egg, Sausage & Cheese Wrap /
Sausage, Egg & Cheese Bagel /
Bacon, Egg & Cheese Biscuit / Ham,
Egg & Cheese Croissant
\$10.00 per person

Burgers & Fries

Pan-Fried Diner Burgers Served with an
Assortment
of Condiments & Steak Fries
\$9.45 per person

Dessert Enhancements

Chocolate Lovers

Milky Way Pie, Chocolate Truffle Torte,
Chocolate Seduction & Mini Chocolate Petit Fors
Grand Marnier-Soaked Berries
\$9.45 per person

The French Connection

Miniature French Petit Fors, Miniature
Cheesecakes, Cheesecake Lollipops and Assorted Miniature Pastries
\$7.10 per person (2pp)

Petite Pastries

Miniature Chocolate Petit Fors
& Deluxe Mini Pastries
\$7.10 per person (2pp)

Little Italy

Tiramisu Torte, Mini Cannoli, Butter Cookies,
Italian Almond Crème Cake & Balsamic Strawberries
\$8.40 per person

Chocolate Dipped Strawberries

\$4.20 each

The New Yorker

NY Style Cheese Cake w/Strawberry, Blueberry
and Caramel Toppings, Miniature Nut Pastries Cream Puffs & Tuxedo Petit Fors
\$7.35 per person

The Afternoon Tea

Assorted Rugelach, Kolachi, Baklava, Clothespin
Cookies, Butter Cookies & Assorted Nut Pastries
\$7.10 per person (3pp)

Finishing Touches

Wedding Ceremony Fee	\$6.00 per person
Floor Length Table Cloths	\$14.00 each & Up *Based on Selection*
Specialty Linen Overlays	\$10.00 each & Up *Based on Selection*
Standard Chair Cover & Sash (Black, Brown, Ivory, or White Chair Cover)	\$5.50 per Chair & Up *Based on Selection*
Sash Only (Use on Chiavari Chairs or as Runners on Table)	\$1.50 each & Up *Based on Selection*
Specialty Napkins	\$1.00 each & Up *Based on Selection*
Sparkle Band (Silver or Gold) (Use as a napkin ring or to accent your chair sash)	\$1.50 each & Up *Based on Selection*
Table Runners	\$5.00 each & Up *Based on Selection*
Gold or Silver Charger Plates	\$0.50 each
Picture Frames with Table Number	\$0.50 each

Catering Policies

The Following guidelines and procedures are intended to help you and The Bertram Hotel & Conference Center plan and execute your function smoothly. If you feel that special arrangements need to be made to the following, they must be requested in advance and are subject to approval.

1. A \$2,500.00 Deposit is required at the time of booking to secure your date and space as DEFINITE. This deposit will be applied toward your final bill and is Non-Refundable. Final Payment is due 7 business days prior to your function date.
2. To properly prepare for your function, we require the final guaranteed guest count at least 7 business days prior to the function. This final guarantee is not subject to reduction after the deadline and is the minimum number of persons for which you will be charged. If we do not receive the final guaranteed attendance figure for your function by the 7 days deadline, you will be charged for the number of persons denoted on the first page of the agreement. We will be prepared to serve no more than 5% and a maximum of 25 people over the final guaranteed attendance specified. You will be charged for the actual number of attendees, or your final guaranteed number, whichever is greater.
3. Payment based on the final guaranteed attendance number is due 7 business days prior to your function. Necessary adjustments to your bill will be made immediately following your function and become payable at that time. Any additional fees incurred the day of the event will be billed to the client.
4. The cancellation policy for all social events is as follows:

Date of agreement to 365 days prior.....	10%
From 364 days to 220 days prior.....	30%
From 219 days to 180 days prior.....	60%
From 179 days to 121 days prior.....	80%
From 120 days to 0 days prior.....	100%
5. All prices and food items on our menus are subject to change due to fluctuating costs and availability of items.
6. A service charge of 21% plus applicable sales tax will automatically be charged to all banquet functions or group reservations.
7. All food and beverage items, including liquor, wine and beer, consumed in any public areas of the hotel, must be supplied and prepared by the hotel. In accordance with prevailing laws, we will refuse to serve alcohol to anyone under the legal drinking age of 21.
8. Arrangements for items such as audio visual equipment, floral decorations, staging, specialty linens, lighting and/or theme decor can be made through the catering department at an additional cost.
9. The Bertram Hotel & Conference Center is not liable for damage to or loss of items, equipment or personal property belonging to your group or its members. Necessary security arrangements should be made with the catering department.
10. The Bertram Hotel & Conference Center reserves the right to inspect and control all functions. The Host is liable for any damage to the hotel's property and premises caused by you or your guests and will be charged accordingly.
11. The Function room may be changed at the hotel's discretion prior to arrival. We reserve the right to change groups to a room suitable for the function if the attendance decreases or increases.
12. All Social Events on Friday or Saturday evenings will require a security officer at the group's expense. These arrangements will be made through the hotel's catering department.
13. Decorations or displays brought into the hotel by the guest must be approved prior to arrival. Banners or display items may not be affixed to any stationary wall, floor, window, ceiling with nails, staples, tape, or any other substance. The client agrees to be responsible for any damage done to the function room or any other part of the hotel by the client, invitees, employees, independent contractors, or others under his control.
14. All weddings will require a security officer at a cost of \$300.00.

