



2023 Venue Rental Rates

Reception Fee:

Low Season (January, February and August)

| | |
|-----------------------|---------|
| Friday or Sunday..... | \$3,095 |
| Saturday | \$3,595 |
| Monday-Thursday..... | \$2,695 |

High Season (March, April, May, June, July, Sept., Oct., Nov., & Dec.)

| | |
|------------------------|---------|
| Friday or Sunday | \$3,495 |
| Saturday..... | \$3,995 |
| Monday-Thursday..... | \$2,995 |

Ceremony Fee:

| | |
|---|---------|
| Ceremony when followed by reception..... | \$995 |
| Ceremony only: 1.5 hours between 9:00am-1:00 p.m..... | \$1,350 |

(Ceremony only-no food allowed)

White padded garden chairs included in ceremony fee

*Any Friday or Sunday prior to a Monday holiday is a Saturday rate. Any holiday date is a Saturday rate.

Prices are subject to change until booking is confirmed. The current price at the time of booking supersedes any other price quotes .Contact us for morning availability and pricing. Ceremony site may be moved indoors due to inclement weather.

Time Allowances

Reception Only

(4 hours event time plus 4 hours setup time-8 total hours)

Ceremony & Reception (Fri,Sat,Sun)

(5 hours event time plus 4 hours setup time, 1 ½ hour Rehearsal -10½ total hours)

Ceremony & Reception (Mon-Thurs)

(4 hours event time plus 3 hours setup time, 1 ½ hour Rehearsal-8 ½ total hours)

Rehearsal time to be made by appointment

Additional reception hours can be purchased before or during the event at \$450.00 per hour. Additional setup or dressing hours can be purchased at \$100.00 per hour. *Please note that there may be other guests on Los Encinos premises prior to your event. Your exclusive time begins with the start time of your event.

INCLUDED WITH RENTAL:

- Dressing area for the bride/ bridesmaids and groom /groomsmen prior to ceremony
- One and a half hour rehearsal time under the direction of your officiant or a wedding party's direction
- Set up and tear down of tables and chairs
- 60" round tables - seats 10 people per table
- 2 -6 foot and 1 - 4 foot rectangular tables
- Specialty tables: head, buffet, cake, candy, gift, sign in, unity candle/sand ceremony table
- 3 Cocktail tables with linen
- Mahogany Chiavari chairs for reception (cushions not included)
- High chairs for children
- Choice of White, Ivory or Black tablecloths (colored overlays, runners, and sequin overlays available for an upgrade)
- Table china, silverware, and acrylic glassware
- Bar Station
- Chalkboard for Bar Menu
- Sweet Tea and Water
- Sweeteners and stirrers
- Acrylic drinkware
- Ice is provided for all beverages excluding beer kegs and coolers
- We set up our amenities and do clean up at the end of the event
- Indoor dancing area
- Free parking
- Time allotted for practicing for special dances
- Handicapped accessibility
- Handicapped restroom
- Cake cutting service available with a small fee. Self served whether plated dinner or buffet

The Contracted party is allowed to bring in their own alcohol (TABC licensed bartender & security staff required for an additional fee and outsourced by Los Encinos)

BOOKING A WEDDING

A \$1,500.00 nonrefundable, non transferable deposit and a signed contract are required to book an event. The deposit will be applied to the final bill.

The Facility Rental fee minus the deposit is due 5 months prior to the event. If booking occurs within the 5 months, then the facility rental fee is due 3 months prior or within a month of the event, whichever occurs first. Service fee and taxes will be added at the very end.

The final balance is due 14 days prior to the event.

All fees and prices are subject to 6.75% State Sales Tax or the current State Sales Tax. The food price is subject to a 25% service fee. A 3.5% convenience fee will be charged when using a credit card.

Prices are subject to change without notice, however, once you have booked the facility, prices are locked in and will not change, However, when booking a wedding, the current prices are applicable.

Vendors are required to bring in their tables, table linens, extension cords, etc. They are not allowed to bring in any amenity that is offered by Los Encinos including the amenities for an additional cost.

Other amenities for an additional cost:

| | |
|--|----------------|
| Up Lighting LED 6 total | \$180 |
| Gobo Light (names projected on wall) | \$180 |
| Table Centerpieces (Various types) | Prices vary |
| Chair Sashes | \$1.50 ea |
| Chair Cushions (Ivory only) | \$1.50 ea |
| Cloth Napkins | \$1.00 ea |
| Sequin Table Toppers/Runners | \$10 ea |
| Colored tablecloths | \$5 ea |
| Table Runners | \$1.50 ea |
| Additional Bar | \$350 |
| Bartender fee (1 hr setup, event duration plus 1 hr cleanup) | \$35 per hour |
| Additional Bartender (1.5 hours) | \$225 |
| Vendor table with linen | \$30 ea |
| Margarita Machine | \$115 |
| Frozen Margarita Concentrate | \$25 ea |
| Corking Fee (10 flutes & Champagne bucket) | \$10 per table |

| | |
|--|------------------|
| Pouring of Champagne | \$1.00 pp |
| Preparation of Additional Entree | \$200 |
| Wedding Cake Serving Knife Set | \$15 |
| Wedding Cake Stand - Silver 18" round or square | \$25 ea |
| Cake cutting fee includes acrylic plates, silverware, and napkins-\$2.50pp; real china add \$1.00 pp | \$2.50-\$3.50 pp |
| Coffee: Regular & Decaf includes cups, saucers, creamers, sweeteners, stirrers (2 hours) | \$1.95pp |
| Clear glass votive with LED tea light | .50 ea |
| Floor easels | \$10 ea |
| Charger Plates (Gold or Silver) | .85 ea |
| Screen (for projector) | \$30 |
| Rehearsal assistance and directions (1.5 hours) | \$200 |
| Glassware set on table | \$1.00 pp |
| Glassware for bar all night | \$1.95 pp |
| Outdoor Patio Heater | \$75 ea |
| Relocation of Buffet Table | \$100 |
| Dressing up of tent rental-electricity, lighting, greenery, tulle. Tent to be rented by private vendor | \$250 |

Contact Information:

Los Encinos Hill Country Estate
(210) 698-1654 office
Bertha Dominguez
24183 Boerne Stage Rd
San Antonio, TX 78255
weddings@losencinosestate.com
www.losencinosestate.com

Call to set an appointment. Appointments are scheduled Monday through Friday from 11am to 7pm. Appointments to tour are not needed between the hours of 1:00pm and 4:00pm on most any Saturday. Please email or call ahead to verify.