



# To Making Your Wedding Even More Memorable



Sheraton Portsmouth Harborside Hotel 250 Market Street, Portsmouth, New Hampshire 03801, T 603 431 2300. F 603 433 5649, marriott.com/psmsi



# The Sheraton Portsmouth Harborside Hotel

We are honored to be included in the first day of the rest of your lives. Whether your plans include an intimate gathering or a formal gala with family and friends, our award-winning catering team is committed to executing the perfect start to your happily ever after.





# Your Hotel

Situated on the harbor of the Piscataqua River, the Sheraton Portsmouth Harborside Hotel offers a special rate for overnight accommodations, access to prime shopping in historic downtown Portsmouth, and personalized service from our professional event coordinators.



# Your Rehearsal

Start your wedding weekend off with a pop. Toast your "I Do's" in the perfect setting at Sheraton Portsmouth Harborside Hotel. Whether a sit-down dinner or a cocktail reception after your one-hour rehearsal, our planners will create the fairytale beginning to your happily ever after.





There's nothing like a meal to bring together family and friends on a special occasion. When that meal is prepared by our esteemed culinary team who work with you to create a satisfying menu, there's nothing left to do but enjoy the food, your family and friends, and relax.





# Your Ceremony

Whether a more traditional walk down the aisle or a one-of-a-kind ceremony created by you, choose one of our spectacular venues for the perfect backdrop to your "I Do's".

Choose from our airy outdoor space The Edge, indoor picturesque Harbor's Edge Room, or stately Grand Ballroom.





# Your Reception

Eat, drink, and celebrate to the fullest. There is something for everyone, and our team is ready and eager to work with you to customize your day. No matter your preferences, we will take care of everything so that you can take care of the memories.





# Hotel Gallery



Hotel Exterior



Lobby



Restaurant



Club Lounge



Wedding Reception



Harborside Suite



Pool

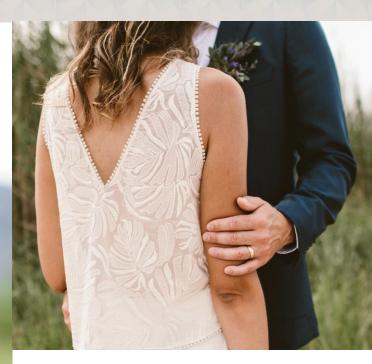


Grand Ballroom



Catering





# Your Details

We know that your special day is in the details, which is why we offer an array of services, from valet parking and private prereception areas to specialty linens and chairs, to ensure that you and your guests get a taste of unforgettable.



# Wedding Reception Packages

# Included for All Wedding Packages at the Sheraton Portsmouth:

Six Hour Event Complimentary Suite on the Wedding Evening Complimentary Self-Parking in our Outdoor Lot Chivari Style Chairs in Choice of Color Floor Length Table Linen Napkin Linen in Choice of Color Floral Centerpieces from Jardiniere Flowers Dance Floor Marriott Bonvoy Points **Professional Catering Sales Manager** Full Maître'd Services **Reception Hors D'oeuvres** Plated Dinner Entrées, Stations, or Buffet Style Tables Wedding Cake from Jacques Fine European Pastries **Complimentary Cake Cutting Services** Personalized Escort Cards and Custom Table Numbers from Portsmouth Invitation Co. Complimentary Bridal Party Pre-Reception Room with Hors D'oeuvres and Beverage Service Champagne Toast Menu Tasting Experience for Four Guests Preferred Professional Vendor Recommendations



# Cocktail Reception

#### Stationed Reception Displays Select Two

Charcuterie Display with Imported Cured Meat, Cornichons, and Grilled Sourdough Bread

Artisan Cheese Display with Local and Regional Cheese Selections

Smoked Seafood Display with House Smoked Baby Shrimp, Bay Scallops, and Salmon with Capers, Red Onion, Chopped Egg, and Remoulade Sauce

Mediterranean Display with Loaded Hummus, Tzatziki Dip, Whipped Feta Cheese, Assorted Olives, Artichokes, and Toasted Pita

# Passed Canapés and Hors D'oeuvres Select Three

# Chilled Canapés

Classic Shrimp Cocktail

Ahi Tuna Crudo on a Wonton Chip

Prosciutto Wrapped Apples with Basil, Brie Cheese, and Balsamic

Caprese Skewer\*

Balsamic Roasted Pear Bruschetta with Mascarpone Cheese\*

Capicola Canapé with Cream Cheese and Fig

Lobster Salad Tartlets

Smoked Salmon and Herb Aioli Crostini

Bacon and Chive Deviled Egg

Garlic and Herb Bruschetta Crostini

## **Hot Hors D'oeuvres**

Mini Beef Wellington

Chicken Empanada

Spanakopita\*

Raspberry Brie Filo\*

Kale Dumpling\*

Vegetable Spring Rolls with a Sweet Thai Chili Sauce\*

Mini Cuban Sandwich

Scallops Wrapped in Bacon

Shrimp Casino

#### Mini Crab Cakes

\*Vegetarian

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# Signature Event Wedding Package

# **Three Course Plated Dinner**

Dinner includes a Plated Salad, Warm Artisan Rolls with Creamy Butter, Entrée with Starch and Vegetable, Wedding Cake Dessert, Freshly Brewed Starbucks® Coffees, and a Variety of Tazo® Specialty Hot Tea

## Salad Course

Select One

Baby Field Green Salad with Citrus Vinaigrette

Baby Spinach Salad with Pear, Red Onion, Pralines, Shaved Cheddar Cheese, and Raspberry Vinaigrette

Caprese Salad with Balsamic Vinaigrette

Roasted Beet and Goat Cheese Salad with Field Greens and Roasted Garlic Vinaigrette

# **Entrée Selections**

Char Grilled Rib Eye with a Gorgonzola Demi-Glace

New England Haddock with Cracker Crumbs and Lobster Thyme Cream Sauce

Apple Cranberry and Sage Chicken Chicken Breast Stuffed with Apple, and Sage with a Cranberry Glaze

Eggplant Caponata with Garbanzo Beans

## **Vegetable Options**

Choose One

Green Beans Almandine, Asparagus, Rainbow Baby Carrots, Chef's Vegetable Medley

## **Starch Options**

Choose One

Roasted Fingerling Potatoes, Boursin Mashed Red Potatoes, Rice Pilaf Florentine, Bacon Cheddar Mashed Potatoes

## **Stationed Dessert**

Jacques Fine European Pastries Wedding Cake Freshly Brewed Starbucks® Coffees, and a Variety of Tazo® Specialty Hot Tea

\$97.00 Per Guest



# Social Gala Wedding Package

# **Dinner Table**

Buffet includes Two Salads, Warm Artisan Rolls with Creamy Butter, Two Entrées, One Carving Station, Starch Selection, Vegetable Selection, Wedding Cake Dessert, Freshly Brewed Starbucks® Coffees, and a Variety of Tazo® Specialty Hot Tea

## **Dinner Table Salads**

Select Two

Baby Field Green Salad with Citrus Vinaigrette

Baby Spinach Salad with Pear, Red Onion, Pralines, Shaved Cheddar Cheese, and Raspberry Vinaigrette

Caprese Salad with Balsamic Vinaigrette

Roasted Beet and Goat Cheese Salad with Field Greens and Roasted Garlic Vinaigrette

## Vegetable Options

Choose One

Green Beans Almandine, Asparagus, Rainbow Baby Carrots, Chef's Vegetable Medley

# **Starch Options**

Choose One

Roasted Fingerling Potatoes, Boursin Mashed Red Potatoes, Rice Pilaf Florentine, Bacon Cheddar Mashed Potatoes

# **Stationed Dessert**

Jacques Fine European Pastries Wedding Cake Freshly Brewed Starbucks® Coffees, and a Variety of Tazo® Specialty Hot Tea

# Dinner Table Entrées

Select Two

Garlic and Herb Statler Chicken with a Thyme Chicken Jus

New England Haddock with Cracker Crumbs and a Lobster Thyme Cream Sauce

Sesame Seared Salmon with a Sweet Thai Chili Sauce

Boneless Short Ribs of Beef with Julienne Vegetables in a Natural Jus

Apple Cranberry and Sage Chicken with a Grand Marnier Sauce

Four Cheese Ravioli with a Tomato Basil Sauce and Fresh Mozzarella (*Vegetarian*)

Eggplant Caponata (Vegan)

# **Carving Station**

Choose One

Roast Prime Rib of Beef Accompanied with Au Jus and Horseradish Cream

Roasted Honey Turkey Breast Accompanied with an Orange Cranberry Relish

Salmon en Croute with Boursin Cheese, Roasted Red Peppers, and Leeks

\$90.00 Per Guest



# Inspirational Beginnings Wedding Package

# Three Course Plated Dinner

Dinner includes a Plated Salad, Warm Artisan Rolls with Creamy Butter, Entrée with Starch and Vegetable, Wedding Cake Dessert, Chocolate Dipped Fruit Display, Freshly Brewed Starbucks® Coffees, a Variety of Tazo® Specialty Hot Tea, and a Late Night Snack

# Salad Course

Select One

Baby Field Green Salad with Citrus Vinaigrette

Baby Spinach Salad with Pear, Red Onion, Pralines, Shaved Cheddar Cheese, and Raspberry Vinaigrette

Caprese Salad with Balsamic Vinaigrette

Roasted Beet and Goat Cheese Salad with Field Greens and Roasted Garlic Vinaigrette

## Vegetable Options

Choose One

Green Beans Almandine, Asparagus, Rainbow Baby Carrots, Chef's Vegetable Medley

# Starch Options

Choose One

Roasted Fingerling Potatoes, Boursin Mashed Red Potatoes, Rice Pilaf Florentine, Bacon Cheddar Mashed Potatoes

# **Entrée Selections**

Char Grilled NY Sirloin with a Cabernet Wild Mushroom Ragout

Seared Salmon Filet with Lemon Herb Vinaigrette

Garlic and Herb Statler Chicken with Herbed Chicken Jus

Stir Fry Vegetables with Edamame, Tofu, and Basmati Rice

# **Stationed Dessert**

Jacques Fine European Pastries Wedding Cake Chocolate Dipped Fruit Display Freshly Brewed Starbucks® Coffees, and a Variety of Tazo® Specialty Hot Tea

# Late Night Snack

Select One

Grilled Cheese Trio Cheeseburger Sliders and French Fries Chocolate Indulgence Jumbo Soft Pretzels House Made Ice Cream Sandwiches

Chicken Fingers and French Fries

\$105.00 Per Guest



# Distinguished Celebration Wedding Package

# Four Course Plated Dinner

Dinner includes a Plated Salad, Warm Artisan Rolls with Creamy Butter, Entrée with Starch and Vegetable, Wedding Cake Dessert, Chocolate Dipped Fruit Display, Freshly Brewed Starbucks® Coffees, a Variety of Tazo® Specialty Hot Tea, and a Late Night Snack

# Five Hour Premium Open Bar

# Additional Stationed Reception Display

Raw Bar with Gulf Shrimp Cocktail, Oysters and Baby Crab Claws on Ice with Lemon, Cocktail Sauce, and Basil Aioli

# Salad Course

Select One

Baby Field Green Salad with Citrus Vinaigrette

Baby Spinach Salad with Pear, Red Onion, Pralines, Shaved Cheddar Cheese, and Raspberry Vinaigrette

Caprese Salad with Balsamic Vinaigrette

Roasted Beet and Goat Cheese Salad with Field Greens and Roasted Garlic Vinaigrette

## Vegetable Options

Select One

Green Beans Almandine, Asparagus, Rainbow Baby Carrots, Chef's Vegetable Medley

## Starch Options

Select One

Roasted Fingerling Potatoes, Boursin Mashed Red Potatoes, Rice Pilaf Florentine, Bacon Cheddar Mashed Potatoes

# Entrée Selections

8oz. Bacon Wrapped Filet Mignon With a Gorgonzola Demi-Glace

Seared Ahi Tuna Filet with a Rosemary and Lemon Caper Butter Sauce

Prosciutto Stuffed Statler Chicken with Sautéed Chard and Wild Mushroom Herb Jus

Stir Fry Vegetables with Edamame, Tofu, and Basmati Rice

# **Stationed Dessert**

Jacques Fine European Pastries Wedding Cake Chocolate Dipped Fruit Display Freshly Brewed Starbucks® Coffees, and a Variety of Tazo® Specialty Hot Tea

# Late Night Snack

Select One

Grilled Cheese Trio

Cheeseburger Sliders and French Fries

Chocolate Indulgence

Jumbo Soft Pretzels

House Made Ice Cream Sandwiches

Chicken Fingers and French Fries

# \$195.00 Per Guest



# Beverage Arrangements

# **Hosted Call Bar Packages**

House Liquor, Selection of Imported, Domestic and Craft Beer, Wine, and Assorted Soft Drinks

One Hour\$28.00 per personTwo Hours\$34.00 per personThree Hours\$40.00 per personFour Hours\$46.00 per personFive Hours\$52.00 per person

## **Hosted Premium Bar Packages**

Premium Liquor, Selection of Imported, Domestic, and Craft Beer, Wine, and Assorted Soft Drinks

One Hour	\$31.00 per person
Two Hours	\$37.00 per person
Three Hours	\$43.00 per person
Four Hours	\$49.00 per person
Five Hours	\$55.00 per person

## Cash Bar

All Brands of Liquor, Selection of Imported, Domestic, and Craft Beer, Wine, and Soft Drinks *Current Hotel Pricing Applies* 

# Host Bar by Consumption

House Brand or Premium Brand Liquor, Selection of Imported, Domestic, and Craft Beer, Wine, and Assorted Soft Drinks

*Charges based upon the number of drinks consumed during the specified time period.* 

## Call Brands \$8.75 per service

Liquor – Tito's, Tanqueray, Bacardi, Captain Morgan, Jack Daniels, Jameson, Makers Mark, Dewar's 12

## Premium Brands \$10.50+ per service

Liquor – Ketel One, Grey Goose, Hendricks, Patron, Crown Royal, Knob Creek, JW Black, Hennessy VSOP

# Domestic Beer \$5.50 per service

Budweiser, Bud Light, Miller Lite, Smuttynose Finest Kind IPA, Downeast Cider, Truly Seltzer

## Local and Imported Beer \$6.50 per service

Sam Adams, Sam Adams Seasonal, Corona Extra, Corona Light, Heineken, Heineken O (*Non-Alcoholic*)

Craft Beer \$7.50 per service

Selections change regularly.

## House Wine Selections \$8.00 per service

Proverb: Cabernet, Sauvignon Blanc, Pinot Grigio, Rosé, Merlot, Pinot Noir, and Chardonnay

## Luxury and Premium Wine Selections

Williams Hill, Kendall Jackson Vintners Reserve *Special Order* 

Wycliff® Champagne \$32.00 per bottle



# Late Night Snack Enhancements

### **Sliders and Fries**

Cheeseburger Sliders and French Fries \$7.00 per person

Grilled Cheese Trio Mini Grilled Cheese Sandwiches \$6.00 per person

Chocolate Indulgence

Assortment of Brownies, Fresh Baked Chocolate Chip Cookies, and Chocolate Mousse Cups \$5.00 per person

**Pretzel Bar** Warm Jumbo Pretzels served with Assorted Mustards \$4.00 per person

# **Chicken Fingers and Fries**

Crunchy Chicken Fingers and French Fries served with Honey Mustard \$8.00 per person



# Post Wedding Breakfast Tables

# Harborside

Fresh Cut Seasonal FruitGarden SaladCountry Scrambled Eggs with Fresh HerbsAssorted BreakfastCrispy Bacon and Country SausageMuffins and CroissaBreakfast PotatoesRicotta Blintzes withAssorted Breakfast PastriesFresh Cut SeasonaMuffins and CroissantsBananas Foster StyAssorted Chobani® YogurtsClassic Eggs BenerSteel Cut Oatmeal with Brown Sugar and Dried FruitBreakfast PotatoesFreshly Brewed Starbucks® CoffeesFresh North AtlantioTazo® Specialty Hot Tea Selectionwith Sherry Lobster CreAssorted Chilled Fruit JuicesApple Cranberry an\$22.00 per personwith a Cranberry Glaze

# Rockingham

Fresh Cut Seasonal Fruit Country Scrambled Eggs with Fresh Herbs Crispy Bacon and Country Sausage Breakfast Potatoes Assorted Breakfast Pastries Muffins and Croissants Assorted Chobani® Yogurts French Toast Steel Cut Oatmeal with Brown Sugar and Dried Fruit Freshly Brewed Starbucks® Coffees Tazo® Specialty Hot Tea Selection Assorted Chilled Fruit Juices \$25.00 per person

# Brunch Table

Garden Salad Assorted Breakfast Pastries Muffins and Croissants Ricotta Blintzes with Fresh Berry Sauce Fresh Cut Seasonal Fruit Bananas Foster Style French Toast Classic Eggs Benedict Breakfast Potatoes Fresh North Atlantic Baked Haddock with Sherry Lobster Cream Sauce Apple Cranberry and Sage Stuffed Chicken with a Cranberry Glaze Freshly Brewed Starbucks® Coffees Tazo® Specialty Hot Tea Selection Assorted Chilled Fruit Juices \$35.00 per person



# Preferred Vendors

# **Photographers**

NH Images w. nhimages.com e. info@nhimages.com t. 603.566.7911

Nate Creamer Photography w. natecreamer.com e. nate.creamer@yahoo.com t. 603.339.6672

Blue Locket Studios w. bluelocket.com e. alyssa@bluelocket.com t. 603.303.1926

Ashley Helen Photography w. ashleyhelen.com e. ashleyhelenphotography@gmail.com t. 850.559.8625

# Flowers

Jardiniere Flowers w. jardiniereflowers.com e. jardiniereflowers@gmail.com t. 603.427.5560

# Bakeries

Jacques Fine European Pastries w. jacquespastries.com e. jacquespastries@icloud.com t. 603.485.4035

Ceres Bakery w. ceresbakery.com e. ceresbakeryportsmouth@gmail.com t. 603.436.6518

# **Planners & Coordinators**

Events by Sorrell w. eventsbysorrell.com e. eventsbysorrell@gmail.com t. 603.547.0021

Blue Aisle Events e. danielle@blueaisleevents.com t. 207.329.9707

Nicole Mower Weddings & Events w. nicolemower.com e. hello@nicolemower.com t. 603.661.8394

Everyday Details w. everydaydetails.com e. laurie@everydaydetails.com t. 603.601.6223

# Makeup & Hair

Vanity Hair Studio w. vanityhairstudionh.com e. vanity.heidibea@gmail.com t. 603.430.8689

The Wingate Salon & Spa w. wingatespa.com e. brandy@wingatespa.com t. 603.772.8400

# Stationery

Portsmouth Invitation Co. w. portsmouthinvites.com e. deborah@portsmouthinvites.com t. 603.828.9244

# **DJs & Musicians**

Get Down Tonight Entertainment w. getdowntonight.com e. manager@getdowntongiht.com t. 603.890.1204

Main Event Entertainment w. amainevent.com e. djoffice@amainevent.com t. 603.434.8293

Siagel Productions w. siagelproductions.com e. rachel@siagel.com t. 617.614.5435

Silver Arrow Band w. silverarrowband.com e. liz@silverarrowband.com t. 508.315.7538

Cover Story Entertainment w. coverstoryentertainment.com e. thecoverstoryband@gmail.com t. 954.494.4438

## Transportation

Great Bay Limousine w. greatbaylimo.com e. info@greatbaylimo.com t. 603.431.6490

Grace Limousine & Shuttle w. gracelimo.com e. info@gracelimo.com t. 603.666.0203



# Wedding Guidelines

# Food and Beverage Minimum

The Sheraton Portsmouth Harborside Hotel does not require a room rental charge. Instead, we have established a minimum food and beverage purchase with each function room. These amounts differ by day and evening time periods, as well as weekday and weekends. If the minimums are not met, a room rental charge for the difference in value would be added to the final bill and be subject to the current 9% New Hampshire State rooms and meals tax.

# **Event Timing**

Daily time frames for reserving function space are 11:00am – 5:00pm for afternoon events and 6:00pm – 12:00am for evening events. (note that all music must conclude by 11:30pm). Timing is flexible on Sundays and during off-season dates, depending upon availability.

# **Contract, Deposits, and Payment**

A non-refundable deposit of \$1,000 is required to reserve your wedding reception, along with a signed contract. All deposits are non-refundable. 50% is due six months from your wedding date and final payment of all estimated charges is due 14 days prior to your wedding date.

# **Guaranteed Guest Counts**

A final confirmation of guest attendance is required 14 days prior to your wedding. This number will be considered a final guarantee, not subject to reduction, and charges will be based upon this number. If this number is not received, the hotel will

consider your estimated number the final guarantee.

Any additional guests added on-site will be charged in full at the established food and beverage pricing.

# **Meals Selections**

In addition to the final guarantee of guests, meal selections must be included on individual place cards for each guest at time of event.

# Vendor Meals

Meal services for your wedding vendors will be \$40 per vendor. A final guarantee of vendor meals must be given along with your final wedding guest guarantee, 14 days in advance of your wedding day.

# Children's Meals

Meal services for children under the age of 12 is \$40 per child. A final guarantee of children's meals must be given along with your final wedding guest guarantee, 14 days in advance of your wedding day.

# **On-Site Wedding Ceremonies**

On-site wedding ceremonies held at the Sheraton Portsmouth Harborside Hotel have a \$1,500 room rental charge, subject to 9% New Hampshire State rooms and meals tax, and 21% hotel service charge. Ceremony room rental charges include use of private event space and setup with hotel function chairs. A ceremony officiant must be hired by the wedding party for the event. The Sheraton Portsmouth Harborside Hotel is not responsible for coordinating on-site ceremony services.



# Wedding Guidelines

# **Guest Rooms**

Overnight accommodations (guest room blocks) for wedding groups are available at discounted rates. Rates will vary from season to season. The bride and groom receive complimentary overnight accommodations in a Harborside Suite for the night of the wedding. All wedding blocks will have a 30day cut off date for available rooms. After this cut off date, all rooms will be sold at current hotel pricing.

# Welcome Amenities

It is the responsibility of the wedding group to inform the hotel sales contact of any gift bags or welcome amenities. All gift bags or welcome amenities will be given out at the front desk upon guest arrival. Welcome amenities delivered to individual guest rooms will incur a \$10 fee per amenity.

# Parking

Guest's not staying overnight but attending the reception may self-park in our gated lot, complimentary during the reception. The Sheraton Portsmouth Harborside Hotel is pleased to offer a choice of overnight parking options for your guests. The hotel offers a parking rate of \$25 per night selfparking in our gated parking lot and \$30 overnight parking rate for valet service. Our gated lot is located directly across the street from our main entrance. Parking rates are subject to change.

# Service Charge and Tax

All prices are subject to a 12% non-taxable gratuity, 9% taxable administrative fee, and 9% New Hampshire State food and beverage tax.