

EXCLUSIVE  
WEDDING  
MENU

*The*  
**ARTISAN**  
HOTEL  
AT TUSCAN VILLAGE

## ONE WEDDING | ONE DAY | YOURS

The Artisan Hotel, located in the thriving Tuscan Village Salem is your home away from home for your wedding weekend. This destination offers our beautiful wedding spaces, as well as countless onsite amenities for every part of your wedding weekend. Our versatile event space, from-scratch cuisine and professional staff aim to bring vision to life and cater to you and your guests.

**“TRUE LOVE CANNOT BE FOUND WHERE IT  
DOES NOT EXIST, NOR CAN IT BE DENIED  
WHERE IT DOES.” – TORQUATO TASSO**

**ALL WEDDING PACKAGES INCLUDE**

A Professional Dedicated Wedding Specialist to Assist with the Coordination of your Wedding

Private Menu Tasting for up to Four Guests

Preferred Rate for Overnight Guest Rooms with Customized Booking Link

Wedding Linens with Coordinating Napkins

Dance Floor

## THE ARTISAN HOTEL WEDDING PACKAGES

### CLASSIC ARTISAN PACKAGE | \$135 PP

#### YOUR WEDDING EXPERIENCE INCLUDES THE FOLLOWING:

Three Passed Hors D'oeuvres

Choice of Stationary Display

Elegant Three-Course Plated Dinner to Include:

- Choice of First Course
- Selection of Two Entrees plus a Vegetarian Offering
- Signature Wedding Cake
- Coffee & Tea Service

### CLASSIC ELEGANCE PACKAGE | \$145 PP

#### YOUR WEDDING EXPERIENCE INCLUDES THE FOLLOWING:

Four Passed Hors D'oeuvres

Choice of Two Stationary Displays

Elegant Three-Course Plated Dinner to Include:

- Choice of First Choice
- Selection of Two Entrees plus a Vegetarian Offering
- Signature Wedding Cake
- Coffee & Tea Service

### DELUXE PACKAGE | \$155 PP

#### YOUR WEDDING EXPERIENCE INCLUDES THE FOLLOWING:

Six Passed Hors D'oeuvres

Choice of Two Stationary Displays

Elegant Three-Course Plated Dinner to Include:

- Choice of First Course
- Selection of Two Entrees plus a Vegetarian Offering
- Signature Wedding Cake
- Coffee & Tea Service

## COCKTAIL RECEPTION STATIONS



### LOCAL CHEESE DISPLAY

Assortment of Cheeses, Fig Paste,  
Seasonal Fruits & Jams, Variety of Crackers,  
Gluten Free Crackers Available



### MEDITERRANEAN STATION

Marianted, Grilled & Pickled Vegetables, Baba Ghanoush,  
Harissa Hummus, Cucumber Feta Dip, Tabbouleh,  
Assorted Condiments, House Pita Chips, Grilled Flatbread  
Gluten Free Crackers Available



### CHARCUTERIE STATION

Selection of House Cured Meats & Local Cheeses,  
Mustard, Hot Pepper Jelly, Quick Pickles,  
Cured Olives, Toasted Artisan Bread,  
Gluten Free Crackers Available



### ANTIPASTI STATION

Selection of Signature Artisan Salumi, Marianted Pickled  
Vegetables, Olive Blend, Giardiniera, Roasted Vegetables,  
Assorted Spreads, Toasted Artisan Bread  
Gluten Free Crackers Available

## STATIONARY DISPLAY ENHANCEMENTS

### HANDCRAFTED PASTA STATION: PLEASE SELECT TWO | \$12.00 PP

**Penne:** Basil, Fresh Ricotta Salata, Vodka Cream Sauce

**Butternut Squash Ravioli:** Sage Brown Butter, Parmesan

**Fusilli Pasta:** Spinach, Roasted Garlic, White Wine Butter Sauce

**Cheese Tortellini:** Crispy Prosciutto, Cherry Tomatoes, Nut-Free Pesto Cream

**LIVE STATION \$150.00 CHEF FEE**

### SUSHI DISPLAY | \$16.00 PP

Chef's Selection of Assorted Sushi Rolls

Wasabi, Pickled Ginger, Barrel Aged Soy, Wakame Seaweed Salad, Chopsticks

### RAW BAR | \$25.00 PP

New England Farm Oysters, Littleneck Clams on the Half Shell, Jonah Crab Claws, Jumbo Shrimp Cocktail Sauce, Cucumber-Lemongrass Mignonette, Horseradish, Lemons, Drawn Butter

Fresh Lobster Tail – mp



## PASSED HORS D'OEUVRES

### COLD

Tuna Tartar, Soy Cone [GF]

Marinated Beef, Gorgonzola Tuille, Saffron Aioli [GF]

Shrimp & Scallop Ceviche [GF, DF]

Truffled Deviled Eggs [GF, DF]

Lobster Salad on Toasted Brioche

Tuna Poke, Pineapple Ponzu [GF, DF]

Candied Bacon [GF, DF]

Crudité Shooters [GF]

Parmesan Tuille with Honey Mascarpone, Candied Pear [GF]

Blini with Crème Fraiche & Caviar

Grilled Spicy Shrimp, Creamy Avocado Dip [GF]

Fresh Thai Vegetable Spring Rolls, Sweet Chili Dipping Sauce [GF, DF]

Artisan Stuffed Mushrooms [GF]

Edamame Puree, Cucumber, Togarashi Fried Leek [GF, DF, V]

Gazpacho Soup Shooter [GF, DF, V]

Classic Tomato Bruschetta [DF, V]

Caprese Skewers [GF]

Vanilla Poached Grilled Shrimp, Parsnip Puree, Pomegranate Gastrique [GF]

Smoked Salmon on Potato Crisp, Dill Cream Cheese [GF]

Watermelon, Feta & Aged Balsamic Drizzle Shooters [GF]

Beef Tenderloin Crostini, Horseradish Crema

Vegetable Sushi Roll, Soy Glaze [GF, DF]

Shrimp Cocktail [GF, DF]

### HOT

Short Rib Empanadas, Horseradish Aioli

Fingerling Potato Cups, Gorgonzola Cream, Bacon [GF]

Prosciutto BLT Cups [GF]

Sweet Potato Latke, Pineapple Pico [GF, DF]

Waffle Fried Chicken, Maple Glaze [GF]

Artichoke Fritters, Lemon Aioli

Fig, Roasted Pear, Gouda Flatbread

Street Corn Fritters, Lime Aioli

Crab Cakes, Remoulade, Caper Relish [GF, DF]

Sweet Italian Sausage en Croute, Spicy Mustard

Grilled Baby Lamb Chops, Dijon Glaze [GF]

Caramelized Onion, Fig, Goat Cheese Flatbread

Spanakopita

Buffalo Cauliflower Bites, Blue Cheese Dip

Hazelnut Chicken, Mango Salsa [DF]

Bacon Wrapped Date, Gorgonzola

Fig, Goat Cheese, Caramelized Onion Tartlet

Miniature Beef Wellington, Mushroom Duxelle

Butternut Squash Gnocchi, Sage Brown Butter

Pulled Pork on Crostini, Apple Slaw & BBQ Drizzle [DF]

Scallops wrapped in Bacon, Maple Balsamic Glaze [GF, DF]

Wild Mushroom Arancini

Chicken Dumplings [DF]

Chicken Parmigiano Arancini

Butternut Squash Mista on Crostini

Beef Tenderloin Skewer [GF]

## PLATED DINNER

### SALADS:

#### ARTISAN SALAD [GF, DF, V]

Field Greens, Cucumber, Watermelon Radish, Yellow Teardrop Tomatoes, Honey Lemon Basil Vinaigrette

#### HARVEST SALAD [GF]

Fresh Arugula, Roasted Baby Beets, Carrots, Caramelized Onion & Fig Goat Cheese, Spiced Walnuts, Cider Vinaigrette

#### CLASSIC CAESAR

Romaine Lettuce, Shaved Parmesan, Focaccia Croutons, Caesar Dressing

#### CAPRESE SALAD [GF]

Fresh Mozzarella, Marinated Tomatoes, Basil Oil, Balsamic Reduction, Petite Greens

### ENTREES

#### BEEF:

##### BRANDT FILET MIGNON [GF, DF]

Rosemary Garlic Rubbed, Red Wine Reduction

##### BRANDT TOP SIRLOIN [GF]

Green Peppercorn Sauce

#### PORK:

##### BERKSHINE FARM PORK LOIN SALTIMBOCCA [GF, DF]

Fruit Mostarda

##### HERB CRUSTED PORK CHOP [GF]

Maple Mustard Jus

#### POULTRY:

##### PAN SEARED CHICKEN BREAST [GF]

Roasted Carrot Burro Fuso

##### CORNBREAD CRANBERRY STUFFED CHICKEN

Cranberry Butter Glaze

#### FISH:

##### BAKED COD

Brown Butter Breadcrumbs

##### HERB CRUSTED SALMON [GF, DF]

Mediterranean Relish or Maple Mustard Glaze

##### BAKED STUFFED SOLE

Crabmeat & Spinach, Burro Fuso

##### CHILEAN SEA BASS [GF, DF]

Miso Glazed

### STARCH

- Mascarpone Whipped Potatoes [GF]
- Rosemary Roasted Potatoes [GF, DF]
- Potato Gratin [GF]
- Caramelized Onion Potato Terrine [GF]
- Lemon Thyme Risotto [GF]
- Parmesan Risotto [GF]
- Seasonal Rice Pilaf [GF, DF]

### VEGETABLE

- Grilled Asparagus [GF, DF, V]
- Haricot Vert [GF, DF, V]
- Seasonal Vegetable Medley [GF, DF, V]
- Honey Roasted Rainbow Carrots [GF, DF, V]
- Roasted Root Vegetables [GF, DF, V]
- Broccolini [GF, DF, V]
- Garlic Spinach [GF, DF, V]

## VEGETARIAN

### HARVEST SQUASH RAVIOLI

Crispy Sage, Parmesan Reggiano, Brown Butter

### WILD MUSHROOM RAVIOLI

Arugula, Charred Cipollini Onions,  
Fire Roasted Tomatoes, Boursin Cream

### STUFFED PORTOBELLO MUSHROOM [GF]

Rice Pilaf, Wilted Spinach, Porcini Cream

### ROASTED VEGETABLE TOWER [GF]

Wilted Greens, Balsamic Tomato Compote,  
Herbed Ricotta,

### QUINOA BOWL [GF, DF, V]

Roasted Sweet Potatoes, Spinach,  
Dried Cherries, Honey Lemon Vinaigrette

### MUSHROOM ARANCINI

Wilted Spinach, Saffron Tomato Sauce

### SEASONAL VEGETABLE TART

Sauteed Zucchini Noodle,  
Roasted Tomato Cream Sauce

## CHILDREN'S MEALS

**Petite Filet:** Fruit Salad, French Fries [GF]

**Chicken Fingers:** Fruit Salad, French Fries [DF]

**Macaroni and Cheese:** Fruit Salad

**Pasta with Butter:** Fruit Salad



## **BUILD YOUR OWN BUFFET** | \$72 pp

Please Select One: Salad, 2 Entrées, 2 sides, 1 Dessert

### **SALADS**

#### **Artisan Salad [GF, DF]**

Field Greens, Cucumber, Watermelon Radish,  
Yellow Teardrop Tomatoes, Honey Lemon  
Basil Vinaigrette

#### **Harvest Salad [GF]**

Fresh Arugula, Roasted Baby Beets, Carrots,  
Caramelized Onion & Fig Goat Cheese,  
Spiced Walnuts, Cider Vinaigrette

#### **Classic Caesar**

Romaine Lettuce, Shaved Parmesan,  
Focaccia Croutons, Caesar Dressing

#### **Caprese Salad [GF]**

Fresh Mozzarella, Marinated Tomatoes, Basil Oil,  
Balsamic Reduction, Petite Greens

### **PROTEIN**

#### **Brandt Sirloin**

Pan Seared Chicken Breast [GF, DF]

Cranberry Cornbread Stuffed Chicken

Berkshire Farm Pork Loin Saltimbocca [GF, DF]

Baked Cod, Brown Butter Breadcrumbs

Grilled Salmon, Mediterranean Relish [GF, DF]

Baked Stuffed Sole, Crab Meat & Spinach

### **PASTA**

#### **Penne Bolognese**

House Made Pasta, Braised Sauce of Beef and Pork,  
Shaved Parmigiano Reggiano

#### **Salsiccia**

Fresh Made Pasta with House Made Sausage,  
Seared Broccolini, Slivered Garlic

### **VEGETARIAN**

#### **Harvest Squash Ravioli**

Wilted Greens, Butternut Puree, Sage Brown Butter  
**\*Contains Nuts**

#### **Wild Mushroom Ravioli**

Charred Cipollini Onions,  
Fire Roasted Tomatoes in Boursin Cream

#### **Grain Pilaf Portobello Mushroom [GF]**

Wilted Spinach, Oven Dried Tomatoes,  
Porcini Cream

#### **Four Cheese Ravioli**

Brown Butter and Sage Sauce

#### **Quinoa Melange [GF, DF, V]**

Roasted Sweet Potatoes, Spinach,  
Dried Cherries, & Raisins

#### **Mushroom Arancini**

Garlic Spinach, Saffron Tomato Sauce

## DESSERT ENHANCEMENTS | \$12 EA

### ASSORTED MINIATURE DESSERTS

Mini Cannoli, Chocolate Zabaglione Cake, Cheesecake

### VANILLA BEAN CREME BRULE

Accompanied by Fresh Berries

### TIRAMISU

Espresso Laced Lady Fingers, Mascarpone

### ASSORTED ITALIAN COOKIES

## COOKIE JAR STATION | \$8.00 EA

### PLEASE SELECT THREE:

- French Macarons
- Chocolate Chip Cookies
- Oatmeal Rasin Cookies
- Fudge Brownies
- Biscotti
- Sugar Cookies



## LATE NIGHT

**PASSED | \$4.00 PP**

- Grilled Cheese & Tomato Soup Shooters
- Miniature Egg & Cheese Sandwiches
- Falafel Bites, Tzatziki [GF]
- Mini Cookies & Milk Shooters
- Flatbread Pizza
- Mini Mac & Cheese Bites
- Waffle Fried Chicken, Maple Butter Glaze
- Soy Marinated Short Rib Bao Bun, Asian Slaw [DF]
- Chicken Fingers
- Steak & Fries [GF, DF]
- Fried Mozzarella en Corrozza [GF]
- Caramelized Onion & Cheddar Croquette

**BASED ON 50 MIN\***



## LATE NIGHT\*

### TACO BAR | \$12.00 PP

#### BEEF OR PULLED CHICKEN [GF, DF]

Cheese, Pickled Red Onions, Guacamole [DF], Pico de Gallo, Jalapenos, Cilantro Lime Crema

### LATE NIGHT STREET FOOD | \$12.00 PP

Mini Cuban on Kings Hawaiiin Rolls

Short Rib Empanadas

Vegetable Samosas, Tamarind Chutney [DF]

### NOODLE BAR | \$8.00 PP

Lo Mein Noodles, Soy Sauce, Green Onions [DF]

### SLIDER BAR | \$14.00 PP

Please Select Two:

- Beef [DF]
- BBQ Pulled Pork [DF]
- Chicken Parmesan
- Vegetarian Available Upon Request
- Condiments, Fresh Brioche Roll

### ICE CREAM SANDWICH STATION | \$8.00 PP

Freshly Baked Cookies, Ice Cream

### ARTISAN GELATO CART | \$9.00 PP

Select up to Three Luscious Gelato Flavors from our Current Selection

GLUTEN FREE VERSION AVAILABLE UPON REQUEST\*

## POST - WEDDING BRUNCH MENU

### FAREWELL BRUNCH BUFFET | \$28 PP

- Muffins, Danish & Croissants, Assortment of Jellies
- Scrambled Eggs [GF, DF]
- Applewood Smoked Bacon, Link Sausage [GF, DF]
- Homestyle Breakfast Potatoes [GF, DF]
- Brioche French Toast or Pancakes, Warm Maple Syrup
- Seasonal Fresh Fruit [GF, DF]
- Yogurt, Housemade Granola, Fresh Berries [GF]
- Assorted Juices, Coffee, & Tea



### BRUNCH ENHANCEMENTS | \$11 PP

#### OMELETTE STATION

Country Ham, Applewood Smoked Bacon, Tuscan Sausage, Cheddar, Feta, Spinach, Onions, Peppers, Mushrooms, Tomatoes

#### SMOKED SALMON DISPLAY

Red Onions , Chopped Eggs, Capers, Cream Cheese, Fresh Bagels

### CARVING STATION | \$15.00 PP

#### CARAMELIZED BONE-IN HAM

Sherry-Dijon Mustard Glaze, Artisan Rolls

#### ROASTED TURKEY BREAST

Cranberry Argo Dulce, Artisan Rolls

## HOSPITALITY

### CONTINENTAL BREAKFAST | \$21 pp

Assorted Individual Yogurts, Housemade Granola, Fresh Berries,  
Toasted Nuts, Sundried Fruit

Seasonal Sliced Fruit Display

Bakers Basket with Danish, Croissants, Seasonal Muffins

Whipped Butter & Local Preserves

Chilled Juices, Coffee, & Premium Tea

### LIGHT LUNCH | \$28

Artisan Mixed Greens Salad

Fingerling Potato Salad or Artisan Pasta Salad

Chef's Selection of Assorted Sandwiches on Artisan Bread

Seasonal Sliced Fruit Display

Assorted Cookies

Soft Drinks, Bottled Water, Coffee & Premium Tea

### ADDITIONAL BEVERAGES

Artisan Still and Sparkling Water | \$7

Sparkling Wine and Orange Juice | \$14

Bloody Mary Mix and Skyy Vodka | \$15

## **GENERAL INFORMATION**

### **BOOKING AND PAYMENTS:**

To secure your wedding date at The Artisan Hotel, a signed contract, valid credit card and a 25% non-refundable / non-transferable payment is required to be placed on file. Dates are not guaranteed until your payment is received by The Artisan Hotel.

### **PAYMENT SCHEDULE:**

- 25% Payment is due upon contracting venue
- 25% due six months prior to the wedding date
- 25% due three months prior to your wedding date
- Full balance is due two weeks prior to your wedding date based on your final guaranteed headcount

### **MINIMUM REVENUE REQUIREMENTS:**

A total food & beverage revenue minimum will apply to each of your events. This minimum is determined based on the specific event space and may vary based on the day of the week, time of day and date of inquiry.

### **GRATUITIES, FEES & TAXES**

Prices listed reflect pricing for a complete wedding package and are exclusive of tax, gratuity, and administrative fees. The administration fee does not represent a tip or service charge for wait staff employees or service bartenders. Price are subject to change. Bartender and/or Chef fees do not represent a tip, gratuity, or service charge for waitstaff employees, service bartenders or other service employees engaged in your event.

### **BANQUET MENUS:**

To ensure the safety of all our guests and to comply with local health regulations, neither patrons nor their guests shall be allowed to bring food or beverage into the hotel. We are at your service to custom design a menu and to accommodate your special requests, which will ensure the success of your event. The menu selection for your event is to be submitted to your event manager at least thirty (30) days prior to your event. Final head count is due fourteen (14) days prior to your first event. Charges will be based on this minimum guarantee or this actual number, whichever is greater so that our entire staff may prepare to accommodate your needs.

### **CHILDREN'S MEALS**

Children's Meals are \$35 each and are designed for ages 3 – 12 years old. Children under 3 years old are not charged, however, require a chair when putting together your seating chart.

### **VENDOR MEALS**

Vendor Meals are \$50 each and include Chef's choice of a hot plated meal, along with bottled water. Vendor meals are not served in reception room.

### **MENU TASTING:**

Once a contract is signed, we will be delighted to set a time for a private menu tasting. Please consult your Event Manager for availability. Each Wedding Package includes a Menu Tasting for up to four guests.

### **MENU SPECIAL REQUESTS**

Every opportunity to customize and enhance your menu is available upon request; please speak with your Event Manager regarding options and pricing.

### **CANCELLATION**

Required deposits are non-refundable. In the event of cancellation, a penalty fee may be applicable. Please refer to your Catering Sales Agreement for cancellation policy.

### **BEVERAGE SERVICE**

All beverage service is arranged through our Sales and Events department. We have a complete selection of beverages to complement your event. As a Licensee, the Hotel is responsible to abide by regulations enforced by the NH Beverage Commission. Therefore, it is the Hotel's policy that liquor and/or wine cannot be brought into the Hotel from outside sources to include in the form of favors and/or gift bags. If alcoholic beverages are to be served on Hotel premises, the hotel will require that the beverages be dispensed by the Hotel servers and bartenders. The Hotel's Alcoholic Beverage License requires the Hotel to request proper identification (photo ID) from any person at any time and refuse alcoholic beverage service if any person is either underage, if identification cannot be produced or appears to be intoxicated.

### **BAR / BARTENDERS**

One Bartender per 75 guests is included in your package.

You are welcome to request additional bar/bartenders at a fee of \$150.00 each.

### **COAT CHECK**

The Hotel can arrange for coat check services at a fee of \$150.00 per Attendant and is based on one Attendant per 75 guests.

### **FUNCTION ROOMS**

Much of the success of your event depends on the atmosphere of your surroundings at the Hotel.

We understand this importance and we will work with you to achieve the overall experience you desire.

We offer multiple function spaces to accommodate a wide range of events. The attendance you anticipate and the set up your event requires are the primary factors in your event's room assignment. Revisions in these requirements may necessitate a change to a more suitable room. Likewise, our Schedule of Fees is based on your group's individual program. Revisions in factors such as group counts, times, dates, meal functions or set up may necessitate a revision of such fees.

## SHIPPING & RECEIVING

Packages may be delivered to the hotel three (3) days prior to your event. Hotel will securely hold items for 12 hours following the end of the event. Please coordinate with your Event Manager to schedule a specific drop off and pick up date and time. The Artisan Hotel is not responsible for any leftover, lost or stolen items. To ensure that your materials / event items are stored and delivered properly, please include the following information on all packages whether you ship them or drop them off:

## THE ARTISAN HOTEL

- Full Name
- Address
- Name of Event Manager and/or Group Event Name)
- Date of first Event
- Number of Boxes (i.e. 1 of 3, etc.)
- The Artisan Hotel offers ample free onsite parking as well as valet parking at \$50 per night, subject to change.

## ROOM BLOCK

- The Artisan Hotel is pleased to offer reduced room rates to your wedding guests based on availability.
- Guest room rates do not include taxes or breakfast.
- Hotel Check in time is 3:00 pm.
- Hotel Check out time is 11:00 noon.

## WELCOME AMENITIES

Should you choose to provide your overnight guests with a gift bag of non-personalized welcome amenities, a \$3.00 per amenity bag will be charged to your master account.

Alcohol is prohibited from "welcome bags" unless provided by The Artisan Hotel.

## DIAGRAMS / FLOOR PLANS

Your Event Manager will be happy to provide you with diagrams of room arrangements upon request.

We ask that they be returned with your specific requirements including layout and guest table assignment one month prior to your event.

## **DESIGN ENHANCEMENTS**

Your Event Manager will be delighted to discuss any enhancements for your event, such as ice sculptures, thematic decorations or performers, outside services, menu and stationery printing with you. These, and other related services, will be provided at a prearranged fee unless included in your welcome package.

## **SPECIAL SERVICES**

Your Event Manager will gladly recommend vendors to enhance your event. All vendors need to be pre-approved with our Sales and Event team before contracting. Please consult with us, as all signs, displays and/or decorations and their set up / breakdown are subject to prior approval of The Artisan Hotel in accordance with local fire codes and to prevent damage to the Hotel. Signs may not be displayed in the lobby of the Hotel under any circumstances. Exterior signage is also not permitted.

## **TECHNOLOGY**

Your Event Manager will assist you with your Audio Visual needs. Pricing is available upon request. Should you opt to utilize AV services provided by the Hotel's dedicated AV company, 6% taxable administrative fee, 7% NH Sales Tax and 20% resource fee will be added to such charges.

## **CAKE**

A Tiered Cake with classic design is included in your package from one of our three bakers. Please set up a tasting appointment with the baker of your choice to select your cake flavors and design. The cake will be delivered the day of the wedding to The Artisan Hotel. The cake cutting fee of \$5.25 per person is waived in all wedding packages as long as the cake comes from one of our licensed / insured vendors.

## **VENDORS**

All personnel / vendors contracted by the client are required to follow The Artisan Hotel policies and guidelines set forth at this location. This may require such vendors to provide hotel an indemnification agreement and proof of adequate insurance. See your Event Manager for further details.

## **ALCOHOL POLICY**

Absolutely no outside alcohol may be brought into the Venue for consumption. Outside liquor found on premise may jeopardize the bar service at your event.

## IMPORTANT INFORMATION AND DATES / TIMELINE:

- Hotel Reservation Link for reduced rate room blocks are available up to 11 months prior to the event
- Guest Pre-Selected Entrée Choice due no later than four weeks prior to the event
- Menu Tasting & Wedding Reception Food Selection
- Schedule four to six months prior to the event
- Menu Tasting Food Selections: Due three weeks before scheduled Menu Tasting
- Reception guest meal counts due to event Manager: 14 days prior to event
- Signed Event Orders & Diagram(s): Due at final detail appointment two weeks prior to Event
- Final Billing Estimated Deposit: Due two weeks prior to event
- Event Inventory Checklist & Inventory Drop off: Three days prior to Event
- Wedding Ceremony Rehearsal (if applicable)
- Friday Weddings – Ceremony Rehearsal will take place on the Thursday prior dependent upon onsite event schedule
- Saturday / Sunday Weddings – Ceremony Rehearsal will take place on the Friday prior to the

Ceremony dependent upon the onsite event schedule

- Rehearsal Days noted above are subject to change only if discussed and agreed upon with your Event Manager

## **POLICIES, FEES & ADDITIONAL INFORMATION**

The sale and service of all alcoholic beverages is regulated by the NH Department of Liquor Licenses and Control.

The Hotel is responsible for the administration of those regulations.

Wines that are offered on current hotel menus are not permitted to be brought in on functions. All quantity decision needs to be approved by the Sales and Catering Manager prior to your Function BEO being finalized.

This is to ensure that the appropriate quantities are brought in to your event. Beer, Liquor and wine are not permitted to be brought on property and must be purchased and provided through The Artisan hotel.

Persons consuming alcoholic beverages at hotel events must be 21 years old.

The hotel reserves the right to terminate alcohol service at any event if minors intend to consume alcoholic beverage, with or without parental permission, are in attendances.

The hotel reserves the right to terminate alcohol service to any guest that appears to be overly intoxicated.

No food may be brought into the hotel for any catered function. The hotel's culinary team will be happy to customize specialty menus at your request.

The Hotel prohibits the removal of food from the Hotel premises.

## **FOOD & BEVERAGE**

To ensure the safety and compliance with State and Local health regulations, all food and beverages must be consumed on premise and purchased solely through The Artisan Hotel.