



SUNSET ROOM

Client Information Form

Today's Date: _____

Event Date: _____ Color Scheme: _____

Wedding Couple Information:

Name: _____

Home Phone: _____

Cell Phone: _____

Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Mother's Name: _____

Phone#: _____

Father's Name: _____

Phone #: _____

Wedding Couple Information:

Name: _____

Home Phone: _____

Cell Phone: _____

Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Mother's Name: _____

Phone#: _____

Father's Name: _____

Phone #: _____

GENERAL INFORMATION

Estimated Number of Guests: _____

Ceremony Location: _____

Ceremony Start Time: _____

Reception Start Time: _____

How did you hear about us: _____



SUNSET ROOM

Welcome

We understand that this is a very special time for you and your family and we are pleased that you are considering the Sunset Room to be part of your special day. The Sunset Room is designed to accommodate up to 300 guests and is an exceptional venue with first class accommodations, valet parking, experienced caterers and a professional staff to assist you through the planning and organizing of such an exciting event... your wedding day.

We are eager to work with you and will work hard to make your dreams come true!



SUNSET ROOM

All Inclusive Wedding Package List

We Currently Offer 3 All-Inclusive Packages:

The Diamond Elite

The Platinum Elite

The Ultimate Elite

All Packages Include:

- Venue for 5 Hours-Ultimate Package is 6 Hours
- Open Bar for Up To 5 Hours-Ultimate Package is 6 Hours
- Private Suite with Champagne & Hors D'oeuvres
- Champagne Toast for Wedding Party
- Cutting & Plating of Your Cake
- Traying & Displaying of Your Cookies
- Customized Room Layout & Design
- Formal, Floor-length Linens, White or Ivory-Colored Linens available in the Platinum & Ultimate Packages
- Linen Napkins in Your Choice of Color
- Bridal, Registration, Cake, & Gift Tables Fully-Decorated with Linen Skirting & Icicle Lights
- Decorative Accents on Bridal Table
- Beautifully Draped & Lighted Bridal Table Backdrop
- Centerpiece Vases with Mirrors
- Table Numbers & Stands
- China, Silverware & Glassware
- Dedicated Reception Director
- Large Dance Floor
- Ceiling Projector for Your PowerPoint or Video
- Complete Set-Up & Clean-Up of the Venue
- Professional Wedding Caterers
- Coffee & Hot Tea Station
- Hot & Cold Hors D'oeuvres Station
- Serving of the Head Table
- Containers And Packaging of Left Over Food
- Professional Bartenders
- Bar Package
- Discounts For Children under 6, 1/2 Price
- Valet Parking



SUNSET ROOM

Package Pricing

The Diamond Elite \$69.95 Per Person Plus 7% sales tax and 18% Service Charge

Includes All Items in Package List. Buffet-Service. Enhancements & Upgrades from Other Packages Available

The Platinum Elite

\$79.95 Per Person Plus 7% sales tax and 18% Service Charge

Includes all Items in Package List Plus:

- Formal Floor-Length Linens in Color of Your Choice
- Spandex Chair Band with "Bling"
- Ice Sculpture with Lighting
- Hand-Passed Hot Hors D'oeuvres
- Cold Hors D'oeuvres Station
- Semi-Sit-Down Service (*Soup & Salad Served to Guests*)
- Carving Station with One Carved Entrée
- Full Bar Package
- Linens on High-Top Deck Tables
- Specialty Cake Table on Glass Risers
- Uplighting

The Ultimate Elite

\$92.95 Per Person Plus 7% sales tax and 18% Service Charge

Includes all Items in Package List Plus:

- Formal Floor-Length Linens in Color of Your Choice
- Spandex Chair Band with "Bling"
- Hand-Passed Hot Hors D'oeuvres
- Cold Hors D'oeuvres Station
- Semi-Sit-Down Service (*Soup & Salad Served to Guests*)
- Carving Station with One Carved Entrée
- Linens on High-Top Deck Tables
- Uplighting
- ♥ Specialty Cake Table on Glass Risers, Cake Stand and *Specialty Skirting*
- ♥ White, Black or Ivory Spandex Chair Covers
- ♥ 6-Hour Venue & Bar Service
- ♥ Top-shelf Bar Package
- ♥ Wedding Cake – 3 Tiered
- ♥ Specialty Skirting on Head Table
- ♥ Hand-Passed Champagne for 1 Hour
- ♥ Signature Drink
- ♥ Additional Entrée (Total of 3 Entrees)
- ♥ PowerPoint Message Projected on Wall
- ♥ Silver Plate Chargers for the Head Table
- ♥ Decorated Terrace



SUNSET ROOM

Bar Packages

All Wedding Packages include A Bar Package.
Upgrades & Enhancements Are Available for All Packages.

The Diamond Elite

Bar Package Includes:

Beers Yuengling • Coors Light • Miller Light

Wines Chardonnay • Merlot • Cabernet • White Zinfandel

The Platinum Elite

Bar Package Includes:

Liquors

Vodka • Gin • Amaretto

Scotch • Rum • Peach Schnapps

Bourbon • Blended Whiskey • Irish Cream

Beers

Yuengling • Coors Light • Miller Light

Wines

Chardonnay • Merlot • Cabernet • White Zinfandel

Shots for the Bridal Dance

The Ultimate Elite

Bar Package Includes:

Liquors

Absolut Vodka • Three Olives Vodka • Tanqueray Gin

Beefeater Gin • Amaretto • Cutty Sark Scotch

Captain Morgan Spiced Rum • Bacardi Rum

Flavored Schnapps

Jim Beam White Label Kentucky Bourbon

Jack Daniels Whiskey • Canadian Club Whiskey

Bailey's Irish Cream • Jose Cuervo Tequila • Kahlua

Flavored Vodkas • Malibu Coconut Rum • Blended Whiskey

Signature Martini/Drink

Shots for the Bridal Dance

Beers Yuengling • Coors Light • Miller Light

Wines Chardonnay • Merlot • Cabernet • White Zinfandel

Moscato • Pinot Grigio • Riesling

Bar Enhancements Are Available



SUNSET ROOM

95 Enterprise St. Elizabeth PA
Elizabeth, PA, 15037

From the East / Irwin

- Go West on Rt. 30 to Rt. 48.
- Go 4 miles on Rt. 48 South (Orange Belt).
- At 'T', Go left to continue on Rt. 48.
- Go 1 mile to Boston Bridge. Stay in right lane.
- Continue straight for 2 1/2 miles on Rt. 48.
- Turn right onto Enterprise St. We are at the top of the hill.

From Squirrel Hill / East End

- Rt. 30 East (Parkway 376 then exit 10) past East McKeesport.
- Right on Rt. 48 South (Orange Belt). NOT Rt. 148.
- Go 4 miles on Rt. 48 South
- At 'T', Go left to continue on Rt. 48.
- Go 1 mile to Boston Bridge. Stay in right lane.
- Continue straight for 2 1/2 miles on Rt. 48.
- Turn right onto Enterprise St. We are at the top of the hill.

From Kennywood

- Rt. 837 South -- go 2.5 miles past Kennywood.
- Left lane, go across McKeesport/Duquesne bridge.
- Straight at end of bridge (on Rt. 148 North for 1/2 mile).
- Right at 3rd light onto Hartman St.
- Go 2 1/2 miles to 3rd light; it's a 'T'.
- At 'T', go left onto Walnut St. This is Rt. 148 South.
- In 1/4 mile, road becomes Rt. 48 South (Orange Belt).
- Go 1 mile to Boston Bridge. Stay in right lane.
- Continue straight for 2 1/2 miles on Rt. 48.
- Turn right onto Enterprise St. We are at the top of the hill.

Directions



From the North / Monroeville / Butler

- If on Turnpike: Exit 57 (old 6) in Monroeville.
- Get left for Rt. 22 West Business (Exit 16).
- Must immediately get all the way left on 22.
- Immediate left turn at Parkvale Bldg onto Rt. 48 South (Orange Belt).
- Go 9.7 miles on Rt. 48.
- At 'T', Go left to continue on Rt. 48.
- Go 1 mile to Boston Bridge. Stay in right lane.
- Continue straight for 2 1/2 miles on Rt. 48.
- Turn right onto Enterprise St. We are at the top of the hill.

From Downtown / Bethel Park

- Rt. 51 South past Century III Mall
- Follow Rt. 51 across the Elizabeth Bridge. Stay in right lane.
- Take the right exit ramp toward Elizabeth/Glassport. This ramp is at the end of the Elizabeth Bridge
- Make the very first right at the light onto North Third Ave/McKeesport Road.
- Follow this road to the second red light. (Giant Eagle will be on your left). Make a right at this light onto Lovedale Road.
- Follow Lovedale Road until you come to a stop sign. Make a slight right onto PA 48 South.
- Proceed about 1/4 mile and turn right onto Enterprise St. We are at the top of the hill.

From the South / Uniontown / I-70

- Rt. 51 North -- go 7 mi. North of I-70.
- Right onto Rt. 48 North (Orange Belt).
- Go 4 miles on Rt. 48 North.
- Turn left onto Enterprise St. We are at the top of the hill.



SUNSET ROOM

Wedding Contract Agreement

Event Date: _____ Event Hours: _____

Wedding Couple

Wedding Couple

Name: _____

Name: _____

Address: _____

Address: _____

City: _____ State: _____ Zip: _____

City: _____ State: _____ Zip: _____

Home Phone: _____

Home Phone: _____

Cell Phone: _____

Cell Phone: _____

Work Phone: _____

Work Phone: _____

E-mail: _____

E-mail: _____

1. A non-refundable deposit of \$1,500.00 is required to reserve your date. All Deposits will be deducted from your final bill. ALL DEPOSITS ARE NON-REFUNDABLE AND NON-TRANSFERABLE.
2. A second non-refundable deposit of \$1,500.00 must be made 6 months after the signing of this agreement and the final payment and the final count must be made at least 2 weeks prior to the event. All checks must be made payable to Limitz, LLC. Credit Cards will be accepted for the 1st & 2nd deposit amounts, anything over those amounts will incur a 3% processing fee.
3. The final non-refundable payment is accepted in cash, money order or certified check. No personal checks accepted.
4. A Service Charge of 18% and Sales Tax of 7% will be added to the Final Bill.
5. If damages occur during the event, you will be charged for the damages.
6. All final arrangements must be finalized at least 2 weeks prior to the event.
7. Final guaranteed guest counts cannot be decreased once provided.
8. Additional rental charges apply if the use of the room is over five hours (6 hours if it is the Ultimate Package).
9. Shots will not be served at the bar at any time (with the exception of bridal dance). We reserve the right to refuse serving anyone alcohol and alcohol will only be served to those over 21.
10. We reserve the right to monitor and control entertainment volume levels.
11. We will not be responsible for lost or damaged articles/items brought onto the premises.
12. Please do not use confetti or anything of this nature inside or outside. A charge will be added if the premise is left damaged or extremely dirty.
13. No food or beverages of any kind (cookies & cake are excluded) are permitted into the facility without prior written approval.
14. Smoking is not permitted inside the facility.
15. No taping or placement of decorations to walls and NO OPEN FLAMES PERMITTED.
16. Minimum number of 150 guest required on a Saturday.
17. The Sunset Room offers a photo booth option so no outside photo booths are permitted.
17. Removal of all personal items must be completed within 45 minutes after rental time or additional charges will apply.
18. The individuals signing this contract agree to be responsible for all claims, damages, losses and expenses, including but not limited to attorney's fees attributable to bodily injury, sickness, disease, death or injury to or destruction of tangible property arising out of or in connection with the function or arising out of violation of any of the terms and conditions of this agreement. Signer also agrees to indemnify and hold harmless the Sunset Room, Limitz, LLC, and its owners, KBC Properties, LLC and its owners, and all officers, directors, employees, successors and assigns from any liability whatsoever associated with this function.
19. Limitz, LLC, and The Sunset Room are not responsible for failure to fulfill this contract due to weather, fire, utility failure, or any other causes beyond control of Management.
20. Signer grants permission for photos of event to be used on social media sites such as Facebook, Twitter, Instagram and Pinterest.
21. If any provision of this contract is not fulfilled by the venue, the liability is limited only to the dollar amount paid by the client.



SUNSET ROOM

Wedding Contract & Agreement

Continued

SUMMARY:

Package Selected: _____ Per Person Cost: \$ _____ (does not include the following enhancements)

ADDED ENHANCEMENTS (only include those not already covered in your wedding package):

Extra Entrée	\$ _____	Coat Check Attendant	\$ _____
Carving Station	\$ _____	Security Guard	\$ _____
Sit Down Dinner	\$ _____	Shots for Bridal Dance	\$ _____
Chocolate Fountain	\$ _____	Candy Buffet	\$ _____
Ice Sculptures & Ice Bowls	\$ _____	Chair Covers & Sashes	\$ _____
Martini Bar	\$ _____	Colored Overlays or Linens	\$ _____
Signature Drink	\$ _____	Uplighting	\$ _____
Champagne Service	\$ _____	Other	\$ _____

I have reviewed the above contract and understand and agree to all of the stated conditions.

Printed Name: _____ Date: _____ Signature: _____

Company Use Only:

Deposit Date: _____	Paid: \$ _____	Date: _____	Payment Method: _____
2 nd Deposit Due: _____	Paid: \$ _____	Date: _____	Payment Method: _____
Final Payment Due: _____	Paid: \$ _____	Date: _____	Payment Method: _____

Additional Notes:

SUNSET ROOM

PHOTOBOOTH PACKAGE:

- AVAILABLE THE ENTIRE EVENT
- 2ND ATTENDANT TO ASSIST WITH GUEST BOOK
- REPRINTS: EVERYONE IN THE SESSION GETS THEIR OWN PRINT
- FREE PHOTO-ALBUM FOR GUEST BOOK
- FREE FLASH-DRIVE OF PRINTS AND PHOTOGRIDS
- PROPS

PRICE: \$970.00



Photo booth provided by: **Art Campbell, "The Photo Booth Guy"**



SUNSET ROOM

The Diamond Elite Menu

Package Includes Everything from Package List.

Services from Our Enhancement List Can Be Provided at Additional Cost.

Includes Diamond Elite Bar Package

Bar Package Upgrades: Platinum Elite \$5.00 per Person / Ultimate Elite \$10.00 per Person

Served Semi-Sit Down

Hors D'oeuvres Station

Choice of Three

Petite Meatballs in Red Sauce

Swedish-Style Meatballs

Stuffed Mushroom Caps Florentine

Glazed Baby Back Ribs

Stuffed Filo Triangles

Assorted Mini Quiche

Sausage Rounds with Button Mushrooms

Assorted Meats & Cheeses

Fresh Vegetable Crudités with Dip

Salad Served Sit-Down

Choice of One

Tossed Greens with Garden Vegetables And

Assorted Dressings

Caesar Salad Served With Croutons

Assorted Dinner Rolls & Butter

Choice of One Potato

Buttered Parsley Potatoes

Garlic Mashed Potatoes

Scalloped Chive Potatoes

Roasted Reds

Choice of One Vegetable

Green Bean Almandine

Green Beans with Herb Butter

Baby Glazed Carrots

Vegetable Medley

Choice of One Pasta

Homemade Gnocchi

Penne in Red Sauce

Stuffed Cheese Shells

Penne Alfredo

Entrees

Choice of Two

Roast Beef Au Jus

Honey Glazed Ham

Breaded Boneless Chicken Breast

Vegetarian Eggplant Parmesan

Chicken Marsala

Chicken Romono

Baked Cod in Lemon Butter

Chicken Parmesan

Honey-Glazed Baby Back Ribs

Stuffed Chicken Breast

Breaded or Baked Chicken

Menus are a sample
More choices available
See Caterers for details



SUNSET ROOM

The Platinum Elite Menu

Package Includes Everything from Package List.

Services from Our Enhancement List Can Be Provided at Additional Cost.

Includes Platinum Elite Bar Package

Served Semi-Sit Down

Cold Hors D'oeuvres Station

Fresh Vegetable Crudités with Dip Assorted Meat
& Cheese Tray

Hors D'oeuvres Passed

Choice of Three

Stuffed Mushroom Caps Florentine

Glazed Baby Back Ribs

Stuffed Filo Triangles

Assorted Mini Quiche

Crabmeat Stuffed Mushroom Caps

Miniature Crab Cakes

Swedish-Style Meatballs

Petite Meatballs in Red Sauce

Sausage Rounds with Button Mushrooms

Choice of One Soup & Salad

(Served sit-down)

Tossed Greens with Garden Vegetables &

Assorted Dressings

Caesar Salad Served with Croutons

Traditional Wedding Soup *Or*

Minestrone Soup

Assorted Dinner Rolls & Butter

Choice of One Potato

Buttered Parsley Potatoes

Scalloped Chive Potatoes

Roasted Reds

Herb Mashed (no skins)

Garlic Mashed Potatoes

Choice of One Vegetable

Sweet Baby Corn

Green Beans with Herb Butter

Vegetable Medley

Baby Glazed Carrots

Steamed Broccoli & Cauliflower

Green Beans Almandine

Choice of One Pasta

Homemade Gnocchi

Penne in Meat or Red Sauce

Stuffed Cheese Shells

Tortellini with Lobster

Penne Alfredo

Choice of One Entrees

Chicken Romano

Chicken Marsala

Lump Crab Cakes

Baked Cod Grecian-Style

Stuffed Pork Tenderloin

Chicken Parmesan

Country Stuffed Chicken Breast

Vegetarian Eggplant Parmesan

Breaded Boneless Chicken Breast

Choice of One Carved Entrée

Roast Prime Sirloin of Beef Served with Hunter
Sauce & Dijon Horseradish

Smoked Turkey Breast Served with Cranberry
Relish & Mustard Sauce

Gourmet Black Oak Ham Served with
Pineapple-Glaze & Horseradish

Tenderloin Of Pork

Served with Black Cherry Sauce

Menus are a sample
More choices available
See Caterers for details



SUNSET ROOM

The Ultimate Elite Menu

Package Includes Everything from Package List.

Services from Our Enhancement List Can Be Provided at Additional Cost.

Includes Ultimate Elite Bar Package

Served Semi-Sit Down

Cold Hors D'oeuvres Station

Fresh Vegetable Crudités with Dip Assorted Meat
& Cheese Tray

Hors D'oeuvres Passed

Choice of Three

Stuffed Mushroom Caps Florentine

Glazed Baby Back Ribs

Stuffed Filo Triangles

Assorted Mini Quiche

Crabmeat Stuffed Mushroom Caps

Miniature Crab Cakes

Swedish-Style Meatballs

Petite Meatballs in Red Sauce

Sausage Rounds with Button Mushrooms

Choice of One Soup & Salad

(Served sit down)

Tossed Greens with Garden Vegetables &

Assorted Dressings

Caesar Salad Served with Croutons

Traditional wedding Soup *Or*

Minestrone Soup

Assorted Dinner Rolls & Butter

Choice of One Potato

Buttered Parsley Potatoes

Scalloped Chive Potatoes

Roasted Reds

Herb Mashed (no skins)

Garlic Mashed Potatoes

Choice of One Vegetable

Sweet Baby Corn

Green Beans with Herb Butter

Vegetable Melody

Baby Glazed Carrots

Steamed Broccoli & Cauliflower

Green Beans Almandine

Choice of One Pasta

Homemade Gnocchi

Penne in Meat or Red Sauce

Stuffed Cheese Shells

Tortellini with Lobster

Penne Alfredo

Choice of Two Entrees

Chicken Romano

Chicken Marsala

Lump Crab Cakes

Baked Cod Grecian-Style

Stuffed Pork Tenderloin

Chicken Parmesan

Country Stuffed Chicken Breast

Vegetarian Eggplant Parmesan

Breaded Boneless Chicken Breast

Choice of One Carved Entrée

Roast Prime Sirloin of Beef Served with Hunter

Sauce & Dijon Horseradish

Smoked Turkey Breast Served with Cranberry

Relish & Mustard Sauce

Gourmet Black Oak Ham Served with

Pineapple-Glaze & Horseradish

Tenderloin of Pork

Served with Black Cherry Sauce

Wedding Cake

*3 Tiered round or square all cake
buttercream icing display or a dummie
cake with sheet cakes.*

*A design can be created from any of the
following: Swiss dots, satin ribbon,
monogram lettering, textured side work,
ruffled tiers, swirl/damask side piping
and/or cascading buttercream flowers.*

Menus are a sample
More choices available
See Caterers for details



SUNSET ROOM

Enhancements

If you cannot find a package that fits your need, why not let one of our event designers hand-craft a custom menu that will meet your budget or personal ideas. A wedding event is a very special day that can never be recreated so we take care and effort to ensure your day is exactly the way you want it, down to the smallest detail.

These Items Can Be Added For An Additional Charge

- Add an Extra Hors d'oeuvres
- Add an Extra Entrée
- Fresh Fruit Display with Dips
- Jumbo Shrimp Cocktail
- Ice Bowl Sculpture for Shrimp Display
- Anti-Pasta Table (imported meats and cheese)
- Mexican Fiesta Salsa Bar
- Food Stations
- Bar Enhancements
- Ice Cream Bar
- Bread Bar
- Grilling Stations
- Dinner Wine Service
- Cannoli Station
- Popcorn Station
- Mashed Potato Bar
- Mac & Cheese Bar

These Services Can Be Added For An Additional Charge

- Plate Chargers (Silver)
- Chocolate Fountain (3-Hour Service with Attendant)
- Condiments for the Chocolate Fountain (Five Items)
- Sit-Down Dinners
- Specialty Table Covers or Overlays
- Extended Hours
- Champagne Toast
- Uplighting
- Heat Lamps on Terrace
- Coat Check
- Security Guards
- Candy Buffet
- Extended Bar Service
- Margarita Bar
- Onsite Ceremony
- Terrace Decorations
- Specialty Skirting for Head Table

