

THE VILLAGE

AT BOULDER RIDGE

Wedding Reception Information

Congratulations on your recent engagement! We look forward to working with you in planning this very special day in your life. Following is the information regarding our wedding packages:

Our packages consist of the following amenities:

- Your choice of a Sit Down or Buffet Dinner. (Other menu suggestions available upon request)
- A bar setup consisting of sodas and juices.
- White linen tablecloths and napkins.
- Banquet tables, chairs, and china.

Dining Room Options

The Village at Boulder Ridge has both inside and outside facilities to choose from.

The Main Dining Room

- Seats up to 300 people without using the dance floor area for seating. Reserved for parties of 125 or more on Saturdays without any additional fees.

The Pavilion

- Seats up to 175 guests outside for a more informal function that can be customized to be as casual or formal as you like. If you choose to have your event on the Pavilion, china and glassware will be replaced with elegant plasticware. Options will be provided by your event planner.
- **Please note:** If you choose to take advantage of one of our outing style menus gratuity may be required. Please ask your outing coordinator for details.

These wedding packages include use of the room or pavilion for up to six hours between 11:30am and 10:00pm. If you are planning to have a four-hour cocktail reception without dinner, there is a room charge of \$1000 for the Main Dining Room and \$500 for the Pavilion.

Ceremony on Site

We are pleased to offer the use of our Gazebo, Fireplace Room or any of our patio or lawn spaces for your wedding ceremony. There is a ceremony fee of \$300. The ceremony fee includes the use and set-up of up to 200 chairs for your ceremony and 1 hour of rehearsal time the day before your wedding. If you require more than 200 chairs you may rent them from a local party supplier. Additional rehearsal time may be arranged for \$150.00/hour.

Liquor & Bartender Service

You supply your own liquor, wine, champagne, and beer. We can recommend Bartenders for you, if requested: \$125 each for 6 hours with tip tray. \$200 each without tip tray. Be sure to inform your event planner of your decision regarding the use of the tip tray. Suggested Bartender Ratio: 1 Bartender for every 75 guests. A bartender (s) is mandatory due to insurance regulations. If you prefer, a full-service bartending company can be recommended by your event planner.

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Additional Information

- Meals for DJ, Bands, Photographers, Videographers and children under 12 are half the price of your selected meal. There is no charge for children four years and younger.
- In consideration for the safety and comfort of other guests, we ask that no rice, flower petals, or birdseed be thrown at the bride and groom as they leave. In addition, no glassware is permitted outside of the dining room near the pool area.
- Your final guest count must be received no later than two weeks prior to your wedding day.

Setup & Seating

- You may have your liquor etc. delivered to The Village at Boulder Ridge on the day before your wedding. Please call (860) 379-4050 to make arrangements for delivery.
- It's best to drop off the following items the day before your wedding so that The Village staff will be able to assist you in setting up your dining room:
 - Name Cards
 - Guest Book with Pen
 - Wedding Favors
 - Wedding Cake Knife
 - Bride and Groom Glasses for Toasting
- It is best to sit 8 guests per table. You can fit 10 if you have to, but it is very tight.
- **REMINDER:** Your floor plan must be received by The Village 3 days ahead of your wedding. Please mail or fax it to your event planner at least a week in advance to ensure that it gets there in time.

Deposit & Payments

A \$1,500 deposit is required to secure a date. The check should be made payable to The Village at Boulder Ridge. An additional payment of \$1,500 is due 60 days prior to the date of your event. In case of cancellation, the deposit and second payment are refunded only if another party can be booked in your place. The remaining balance is due in full two weeks before your wedding day. Final payment may be by cashier's check, money order or credit card. Credit card payments are subject to a 3% convenience fee.

We look forward to hosting you and your guests for a fantastic Wedding Celebration. Thank you again for considering The Village at Boulder Ridge for your very special day!