

## WEDDING PACKAGES

4 Hour Reception Includes:

Non Alcoholic Fountain Beverages & Coffee

Field Greens Salad with Italian & Poppyseed Dressing

Pretzel Rolls with Butter Petals

Sauteed Baby Green Beans & Garlic Mashed Potatoes

Cutting/ Serving/ Displaying of Your Dessert

### SILVER BUFFET

This package is only available on  
Friday or Sunday Evening.

3 Hour House Bar  
&  
2 Entree Buffet

- Select 2 Entrees from below -

\$52- Over Age 21

\$27- Under Age 21

per person + service + tax  
+ Facility Charge of \$750

### GOLD BUFFET

3 Hour Premium Bar

1/2 HOUR OF PASSED HORS D'OEUVRES

Brown Sugar Bacon Wrapped Scallops  
Roasted Vegetable Crostini  
Sausage Stuffed Mushrooms

- Select 3 Entrees from below-

\$73- Over Age 21

\$27- Under Age 21

per person + service + tax  
+ Facility Charge of \$750

Cheese Tortellini Marinara

Penne Marinara w Italian Sausage and Peppers

Pot Roast, Pan Jus

Sirloin Beef Tips w Peppers & Onions

Crab Stuffed Whitefish w Creole Cream

Roasted Turkey, Sage Stuffing, Gravy

Herb Roasted Pork Loin , Brown Gravy

Herb Roasted Chicken Breast

Choice of Sauce:

Picatta - Butter, Lemon, Capers & White Wine  
Sage Beurre Blanc - White Wine, Fresh Sage, Butter  
Marsala - Marsala Wine, Demi Glaze, Mushrooms

## PLATINUM PLATED PACKAGE

4 Hour Reception Includes:

Non Alcoholic Fountain Beverages & Coffee

Plated Field Greens Salad with Italian Dressing

Pretzel Rolls with Butter Petals

Cutting / Serving / Displaying of Your Dessert

3.5 Hour Premium Bar

Self Serve Wine Bar During Dinner Service

### 1/2 HOUR OF BUTLER PASSED HORS D'OEUVRES

Brown Sugar Bacon Wrapped Scallops

Roasted Vegetable Crostini

Sausage Stuffed Mushrooms

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### PLATED ENTREE CHOICES

-CHOOSE 1 FOR ENTIRE GROUP-

Chicken Roulade

Bacon & Sage Stuffing, Sage Beurre Blanc

10oz Char Crusted Boneless Pork Chop

Peppered Gravy

Grilled Salmon, Citrus Beurre Blanc

Crab Cakes, Cajun Remoulade

Duo of Black Angus Filet Medallions

Red Wine Demi Glaze

"The Duo Plate"

1 Filet Medallion & 1/2 Portion of 1 Other Entree

Select 2 Sides:

Sauteed Baby Green Beans

Garlic Mashed Potato

Zucchini & Squash +2

Loaded Duchess Potato +3

Grilled Asparagus +2

Herb Roasted Potatoes +2

Steamed Broccoli +2

Double Baked Potato +4

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\$85- Over Age 21

\$35- Under Age 21

per person + service + tax

+ Facility Charge of \$750

## DIAMOND "GRAND BUFFET" PACKAGE

5 Hour Reception Includes:

Non Alcoholic Fountain Beverages & Coffee

Pretzel Rolls with Butter Petals

Cutting / Serving / Displaying of Your Dessert

4 Hour Premium Bar

Hand Crafted Signature Cocktail

Wine Service During Dinner - 1 Red & 1 White Per Table

### 1/2 HOUR OF BUTLER PASSED HORS D'OEUVRES

Brown Sugar Bacon Wrapped Scallops

Roasted Vegetable Crostini

Sausage Stuffed Mushrooms

Coconut Shrimp

Mini Beef Wellington

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### ENTREE CHOICES

#### Chef's Salads

- Choose 1 -

Field Greens Caprese Ceaser Roasted Beet

#### Sizzle Plates

- Choose 3 -

Salmon Roasted Pork Loin Chateaubriand

New York Strip Loin Slow Roasted Prime Rib

Mediterranean Chicken Breast

#### Accompaniments

- Choose 2 -

Baby Green Beans

Garlic Mashed Potato

Zucchini & Squash

Mashed Sweet Potatoes

Grilled Asparagus

Herb Roasted Potatoes

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\$98- Over Age 21

\$35- Under Age 21

per person + service + tax

+ Facility Charge of \$750

## DAY OF EVENT PERSONALIZED SET UP

Set Up Includes: Place Cards, Favors, Sign In Table, Centerpieces & Other Accessories.

Event Set Up & Break Down - \$400

Accent Lighting - Light Wrapped Beams \$400

## LINEN UPGRADES

Black Napkins and White Table Cloths are the standard included linens.

Speak with Dana to review other linen options.

Listed below are the starting prices of each.

Table Linens: \$20  
Table Runners: \$5  
Colored Napkins: \$2

Table Overlays \$24  
Chair Sashes & Caps \$4  
Colored Chivari Cushions: \$4

## MINISTER SERVICES

A non-denominational minister is available for your ceremony.

Onsite: \$400    Offsite: \$600

## PARK CEREMONY

Guests are seated on the landscaped lawn as they await your arrival down the paver stone path from the doors of the historic Gaylord Building.

A cedar arch is the centerpiece for your ceremony, surrounded by a seasonal garden.

Ceremony with On Site Reception  
\$1,500

Ceremony Only  
\$2,500

Rental of the area for up to an hour and half.

Set up and break down of up to 70 black folding chairs. Additional chairs are available for \$3 each.

Ceremony rehearsal.

Electric hook up available.

Memorable photo opportunities.

All museum, historic, city fees, permits and insurance riders.

## INDOOR CEREMONY

In conjunction with a reception.

Includes a ceremony rehearsal.

\$250

## WEDDING TERMS & CONDITIONS

A nominal facility charge applies to all events. Facility Charge includes use of the space for 4 or 5 hours depending on the package selected. Tables, chairs, standard linens, plates, glassware, silverware, restrooms and use of screened in seasonal porch is included with the facility charge.

### **Facility Charge: \$750**

Afternoon events – end by 3:00 p.m. Evening events – start after 5:00 p.m. and conclude by midnight.

Packages start at 4 hours with room access 60 minutes prior to the start of the event for vendors.

Bar closes (Last Call) 30 minutes prior to the event end time.

You have 30 minutes after the conclusion of the event to entirely vacate the room of your gifts, decorations and guests.

The overtime fee is \$250 per every 30 minutes. Due to staff scheduling and other functions, any extra time needed before or after an event must be approved upon booking, if available and paid for 1 week in advance with your final payment.

All provided tables will have white linen tablecloths & black napkins.

No outside linen of any kind, may be brought into the facility.

**Balloons, glitter, confetti bombs, flower petals, scatter diamonds or anything that might damage carpet, furnishings or hinder guest safety are NOT ALLOWED.**

**NO OPEN FLAMES (i.e. candles) allowed due to the historic nature of the building.**

**Only battery operated candles are allowed within your centerpieces - no exceptions.**

**\$500 fine for use of any of the above mentioned items.**

Decorations and/or decor must be approved by your Banquet Coordinator.

You are responsible for your guests.

Children must be accompanied by an adult at all times. They may not roam areas of the building inside or outside without adequate adult supervision. It is not the responsibility of the staff to oversee your children.

We will not assume responsibility for damaged, lost or stolen items left prior to, during or following an event.

The facility is smoke-free. Tobacco/marijuana use, including smokeless and vaping is prohibited inside or outside on the screened in porch.

No outside food or beverage may be brought in without prior consent from a banquet coordinator.

We reserve the right to refuse beverage service to any person without legal verification of age or anyone who appears to be intoxicated.

Absolutely no underage drinking will be permitted on premises, even if accompanied by parent or legal guardian. If any attempts are made, the bar will be closed and the event will immediately end.

**NO EXCEPTIONS. NO REFUNDS.** Advise your guests of this policy.

## DEPOSIT & PAYMENT INFORMATION

A Non Refundable deposit of \$1,500 is required to reserve the date and will be applied toward the final bill.

A Non Refundable Park Ceremony Fee of \$1,500 (with reception) or \$2,500 (ceremony only) is to be paid when reserving the date.

Upgrade to Family Style Service, add \$7 per person plus service charge and sales tax.

Events hosted on Saturday evening before Easter and Mother's Day are subject to an \$8,000 minimum plus service charge and sales tax.

Final Menu Selections including any special dietary requests due 2 weeks prior to the event.

In Compliance with the Illinois Department of Health Rules and Regulations, no leftover food may be removed from the premises. All food is sold is for on-property consumption only.

When an event is cancelled for any reason, your non-refundable deposit is forfeited NO EXCEPTIONS.

Once an event has been paid, no refunds will be given for any reason.

Prices and menus subject to change at any time.

A credit card is required with deposit to cover incidentals.

By providing a deposit, the customer acknowledges and agrees to the terms and conditions.

By signing below, all agree to fulfill the obligations and responsibilities of this contract.

Pandemic Mandate Clause: If we are open, your event happens. If we are shut down, your event will be moved to a future date. \_\_\_\_\_

Per Illinois law, sales tax must be charged and collected on all items and services and all prices are subject to: 20% service charge and 8% sales tax.

**Final Payment of Cash/Cashier's Check/Money Order due 1 week prior to the event.**

Final Details/Payment Due:\_\_\_\_\_

Event Date/Room:\_\_\_\_\_

PLR Signature & Date:\_\_\_\_\_

Deposit Received :\_\_\_\_\_