



## ***Wedding Receptions***

*Congratulations on your engagement! This is just the first step in starting your lives together. Planning the perfect wedding comes next. And, because you want nothing less than perfection, you have come to **The Milestone**. Just as you commit to each other, we are committed to providing you with a wedding reception to remember.*

*At **The Milestone**, we take pleasure in helping you create your perfect wedding day. Our wedding event specialists are ready to assist you with your plans and to suggest new ideas to design a wedding that is truly original, and yours alone. **The Milestone's** expert staff will provide assistance to ensure that all of your needs are satisfied, down to the smallest detail.*

*It is with great pride that we present **The Milestone** wedding packages to you. In order to satisfy the most discriminating palate, we use only the highest quality food and the finest ingredients. Our staff of professionals will guarantee a reception of world-class service and culinary excellence.*

***The Milestone** is committed to making your wedding a special day that will live in your hearts forever.*

*All the best,*

*The Milestone Staff*

We welcome you to contact us:

*The Milestone*  
9630 Technology Drive  
Easton, MD 21601  
410.822.0100

[sales@themilestoneeventcenter.com](mailto:sales@themilestoneeventcenter.com)  
themilestoneeventcenter.com  
facebook.com/themilestone

# Venues & Rental Fees

## Krystal Ballroom

*The Krystal Ballroom can accommodate up to a maximum of 300 guests utilizing our 60" round tables seating up to eight people per table. This room features large windows, a hardwood dance floor and access to two separate outdoor terraces which are available for your use.*

Venue Rental Fee - \$1,000

## Quartz Ballroom

*For a more intimate gathering our Quartz Ballroom is the perfect venue. This room will accommodate up to 150 guests utilizing our 60" round tables seating up to eight people per table. This room also features large windows, a built in hardwood dance floor and access to the outdoor terrace.*

Venue Rental Fee - \$650

*For exclusive use of the Venue a \$350.00 surcharge will apply*

- ◆ A Venue Rental Fee surcharge will be applied to all weddings held on major holidays
- ◆ Additional use hours may be purchased at \$500.00 per hour or part thereof
- ◆ All venue rental fees are discounted by 50% for any Wedding Monday thru Thursday or 25% for Friday or Sunday



# *What's Included*

The following is included in all of our Wedding Packages:

- ◆ A Five-Hour Reception
- ◆ Complimentary Dinner for the Bride & Groom
- ◆ Champagne Toast for the Immediate Bridal Party
- ◆ Choice of Plated, Buffet or Stationed Menus
- ◆ Full Table Settings with White Linen Tablecloth & Selection of Napkin Color
- ◆ Chair Covers & Organza Sash in your Choice of Available Colors
- ◆ Menu Displays for Buffets & Stations or Printed Menus for Guest Tables
- ◆ Celebration Cake Created by our Pastry Chef to Your Specifications
- ◆ A Skirted Cake Table & Gift Table
- ◆ Full Service Bar Set Up with a Variety of Bar Options
- ◆ Freshly Brewed Regular & Decaffeinated Coffee & Tea Service
- ◆ Votive Candles throughout the Room
- ◆ Customized Floor Planning & Table Layout
- ◆ Event Coordinator throughout your Event
- ◆ Professional Vendor Referrals
- ◆ Handicap Accessible
- ◆ Self Serve Coat Check Room\*\*
- ◆ Plenty of On Site Parking\*\*

*\*\* Full Service Coat Check & Valet Service Options Are Available*

Our Wedding Specialist & Event Coordinator will be pleased to review the many options available to you. For further information, please contact:

**Lorraine White**

Event Coordinator, 410 822 0100

[Lorraine@themilestoneeventcenter.com](mailto:Lorraine@themilestoneeventcenter.com)

Note: A deposit of \$1,000 is required to reserve your date. All dates are on a first come, first served basis. Once we receive your deposit, a contract will be drafted. Your deposit will be credited toward your final balance due. Due to the high demand of our facility no date will be held without a deposit and contract.



# **Cocktail Reception Options**

*Begin Your Wedding Reception with a variety of Hot & Cold Butlered Hors d'Oeuvres or a Presentation Station*

## **Hot Butlered Hors d'Oeuvres**

*Spicy Asian Pork Meatballs  
Tarragon Chicken & Mushroom Filled Puff Pastry  
Brie & Mango Quesadilla  
Vegetable Spring Roll with Ginger Dipping Sauce  
Phyllo Purse with Spinach & Feta Cheese  
Caribbean Chicken Empanada  
Twice Baked Fingerling Potatoes  
Coconut Shrimp with Mango Chutney  
Bacon Wrapped Scallops or Shrimp with BBQ Glaze  
Lamb Lollipop  
Petite Maryland Crab Cakes with Eastern Shore Pub Sauce*

## **Cold Butlered Hors d'Oeuvres**

*Tomato, Basil & Mozzarella Bruschetta  
Whipped Goat Cheese and Sun Dried Tomato & Basil on Cucumber Coin  
Melon Wrapped with Prosciutto  
Smoked Salmon Rose on Wafer  
Antipasto Skewer  
Traditional Shrimp Cocktail  
Smoked Bluefish Spread on Pumpernickel  
Seafood Salad in Pastry Puff*



## ***Presentation Stations***

### ***Traditional Hot Crab Dip***

*with Freshly Baked Breads & Gourmet Crackers*

### ***Mashed Potato Martini Bar***

*Mashed Potatoes Served in a Martini Glass with Whipped Butter, Chives, Bacon Bits, Sour Cream, & Shredded Cheddar & Jack Cheese*

### ***Nacho Bar***

*Tortilla Chips, Nacho Cheese, Shredded Cheese, Diced Tomatoes, Diced Onions, Black Olives, Sliced Jalapenos, Sour Cream & Salsa (Add Chicken or Beef ~ \$2.00 per person)*

### ***Warm Spinach & Artichoke Dip***

*with Garlic Toast Points*

### ***Smoked Salmon***

*One Side of Smoked Salmon, Displayed with Capers, Minced Egg, Diced Red Onion, Cucumber-Dill Sauce, & Pumpernickel Toast (serves 30)*

### ***Mediterranean Platter***

*Roasted Garlic & Lemon Hummus, Feta Cheese, Toasted Pita, Roasted Red Peppers, Assorted Olives*

### ***Antipasto Display***

*A Variety of Dried Meats, Pickles, Stuffed Olives, Marinated Artichokes & Mushrooms, Pencil Asparagus & Stuffed Peppers*

### ***Sushi Bar***

*(Display or Attended Station)*

*Our sushi chef will select the freshest available fish in the market including Tuna, Salmon, Shrimp, Crab...and create a dazzling display of Sushi & Sushi Rolls.*

### ***\*Oyster Raw Bar***

*Oysters on the Half Shell*

### ***\*Seafood Raw Bar***

*Oysters & Clams on the Half Shell, Cocktail Shrimp, Cracked Crab Claws, Oyster Shooters*

*\* Oysters are pre-shucked and on display. There is a fee to have a live shucking station*

*All Presentation Stations are based on a one-hour reception  
Pricing for additional hours may be discussed with the Catering Sales Manager*



To ensure that you are provided with the utmost in flexibility in meeting your needs, The Milestone is pleased to offer a variety of served, buffet & station dinner options. Please note, as with all of our packages these are sample menus. Schedule your appointment to meet with our Sales Manager to discuss the many options available to you when customizing your wedding menu.

## *The Milestone Served Wedding Dinner Package*

All served dinners include First Impressions Appetizer Station, salad, entrée, your choice of vegetable and starch, fresh baked rolls with butter, custom wedding cake, iced tea, tap water and coffee service.

### **First Impressions Appetizer Station**

*An Elegant Display of:*

*Select Domestic & Imported Cheeses  
Vegetable Crudités with Homemade Dip  
Seasonal Fruits  
Assorted Breads & Gourmet Crackers*

### **Salad Selections**

*Garden Salad with English Cucumber, Baby Grape Tomatoes, Sweet Red Bell Pepper, Shaved Carrots & House Made Croutons*

*Classic Caesar ~ Romaine with Fresh Shaved Parmesan, Seasoned Croutons & a Traditional Caesar Dressing*

### **Entrée Selections**

*Choose one or two of the single entrée selections. If you choose two single entrees, definite counts of each must be made at least ten days prior to the function date as well as identification tags for all individuals attending.*

### **Single Entrees**

*Chicken Piccata in a Lemon Butter Sauce with Capers  
Chicken Marsala with Fresh Mushrooms in a Marsala Wine Sauce  
Medallions of Pork Tenderloin with Pineapple Chutney  
Atlantic Salmon Fillet with a Creamy Dill Sauce  
Chicken Breast Topped with Crab Imperial  
Fresh Fillet of Rockfish  
\*Topped with Crab Imperial  
Filet of Beef Tenderloin with a Red Wine Demi-glaze  
Eastern Shore Lump Crab Cake  
(One 5oz or Two 2 1/2 oz)*



# *Served Wedding Dinner Package*

*(Continued)*

## **Combination Entrees**

*Traditional Steak & Cake*

*4oz Petite Tenderloin with a 4oz Lump Crab Cake*

*Eastern Shore Surf & Turf*

*Broiled Rockfish with 4oz Petite Tenderloin*

*Twisted Surf & Turf*

*4oz Petite Tenderloin with Chicken Breast Topped with Crab Imperial*

*All Surf & No Turf*

*3oz Baby Crab Cake, Fillet of Rockfish & Broiled Jumbo Shrimp Skewer*

## **Starch and Vegetable Selections**

*(Please Select One from each Category)*

*Fresh Steamed Green Beans*

*Oven Roasted Asparagus*

*Honey Glazed Baby Carrots*

*Tuscany Vegetable Medley*

*Steamed Broccoli*

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*Garlic Mashed Potatoes*

*Butter & Chive Mashed Potatoes*

*Long Grain & Wild Rice Blend*

*Herb Roasted Red Bliss Potatoes*

*Four Cheese Baked Macaroni & Cheese*



# *The Milestone Buffet Wedding Dinner Package*

*All buffet dinners include First Impressions Appetizer Station, salad, entrée, your choice of vegetable and starch, fresh baked rolls with butter, custom wedding cake, iced tea, tap water and coffee service*

## ***First Impressions Appetizer Station***

*An Elegant Display of:  
Select Domestic & Imported Cheeses  
Vegetable Crudités with Homemade Dip  
Seasonal Fruits  
Assorted Breads & Gourmet Crackers*

## ***Salad Selections***

*Garden Salad with English Cucumber, Baby Grape Tomatoes, Sweet Red Bell Pepper, Shaved Carrots & House Made Croutons  
Classic Caesar ~ Romaine with Fresh Shaved Parmesan, Seasoned Croutons & Traditional Caesar Dressing*

## ***Entrée Selections***

*Choice of One or Two Entrees*

*Slow Roasted & Thinly Sliced Marinated Beef au Jus  
Chicken Piccata in a Butter Cream Sauce with Capers  
Chicken Marsala with Fresh Mushrooms in a Marsala Wine Sauce  
Medallions of Pork Tenderloin with Pineapple Chutney  
Atlantic Salmon Fillet with a Creamy Dill Sauce ~ Additional Charge  
Chicken Breast Topped with Crab Imperial ~ Additional Charge  
Filet of Beef Tenderloin ~ Additional Charge  
Eastern Shore Lump Crab Cake ~ Additional Charge*



*Buffet*  
*Wedding Dinner Package*  
*(Continued)*

***Starch and Vegetable Selections***  
*Please Select One from each Category*

*Fresh Steamed Green Beans*  
*Oven Roasted Asparagus*  
*Honey Glazed Baby Carrots*  
*Tuscany Vegetable Medley*  
*Steamed Broccoli*

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*Garlic Mashed Potatoes*  
*Butter & Chive Mashed Potatoes*  
*Long Grain & Wild Rice Blend*  
*Herb Roasted Red Bliss Potatoes*  
*Four Cheese Baked Macaroni & Cheese*



## *Carving Stations*

*You may enhance your package by upgrading to one of our great Chef's Station Options at the additional listed price per person*

*Brown Sugar Glazed Semi Boneless Ham  
Harvest Roasted Turkey Breast with Herbed Gravy  
Pit Fired Top Round of Beef with Jus  
Roasted Pork Tenderloin with a White Wine Dijon Sauce  
Slow Roasted Prime Rib with Horseradish Sauce & Jus  
Rosemary & Black Pepper Crusted Beef Tenderloin with Horseradish Sauce*

## *Chef Attended Pasta Sauté Station*

*(Chef's selection of two types of pasta)*

*Choice of Traditional Marinara, Alfredo or Pesto Cream Sauce  
Choice of Grilled Chicken, Italian Sausage or Shrimp*

*Sauté Stations are Displayed with Fresh Parmesan, Mushrooms, Sun-dried Tomatoes, Mixed Sweet Peppers, Sweet Onions, Julienne Yellow Squash & Zucchini*

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*All Attended Action Stations are Subject To a Chefs Fee of  
All Action Station prices are based on two hours  
Pricing for additional hours may be discussed with the Sales Manager*



# ***Elegant Enhancements***

## ***Chocolate & Strawberries***

*A Mirrored Tray of Chocolate Covered Strawberries Delivered To Each Table*

## ***Miniature Dessert Display***

*A Variety of Miniature Sweet Treats to Include Éclairs, Cheese Cake Bites, Petite Fours & Cup Cakes*

## ***The Milestone's Illuminated Chocolate River***

*Warm Belgian Dark Chocolate, Milk Chocolate, & Caramel Fondues  
Beautifully Presented with Ripe Berries, Apple Wedges, Cookies, Rice Crispy Squares, and a Large  
Array of Dipping Options*

## ***Candy Bar***

*A Fun Display of Novelty Candies such as; Jelly Beans, Nonpareils, Swedish Fish, M&M's,  
Twizzlers, Blow Pop's, Rock Candy, Peppermint Patties and More*



# ***Bar & Beverage Service***

*Charged Based on Consumption*

## ***Champagne Toast***

### ***House Wines***

*Chardonnay, White Zinfandel, Pinot Grigio & Merlot*

### ***Assorted Bottled Non Premium Beers***

*Bud, Bud Light, Coors Light, Miller Lite, Michelob Ultra*

### ***Assorted Bottled Premium Beers***

*Corona, Heineken, Amstel Light*

### ***Signature Select Bar Options***

*Bacardi Rum, Captain Morgan Rum, Malibu Rum, Dewars Scotch, Seagrams VO, Seagrams 7, Stolichnaya Vodka, Beefeater Gin, Tequila, Jack Daniels*

### ***Premium Select Bar Options***

*Grey Goose Vodka, Bombay Sapphire Gin, Cuervo Tequila, Crown Royal Whiskey, Chivas Regal Scotch, Bailey's Irish Cream, DiSaronna Amaretto, Kahlua*

### ***International Coffee Station\*\****

*Complete with A Presentation of Cordials, Liquors & Toppings to Provide You With Specialties Such as Irish Coffee, Mexican Coffee, Spanish Coffee, Baileys & Coffee Just to Name A Few*

*\*\* a one-time set up fee of \$100.00 will apply*

### ***Assorted Soft Drinks, Juices and Milk***

*Specialty cocktails may result in a surcharge*

*Bartender Fee - \$75.00 per 100 guests*

*All beverages are charged each plus 20% service & 9% sales tax*

*Your Wedding Specialist would be happy to discuss the many upgraded champagne and wine options*



# *The Milestone Extras*

## **Wedding Cake**

*Standard Cake with Butter Cream Frosting baked and decorated by our pastry chefs. A variety of styles and flavors are available. Please feel free to ask your wedding coordinator for our full menu of flavors. A specialty design may carry an additional charge. The cake is included in our wedding package; however, you may choose to purchase the cake from a local bakery. If so, we will serve it at an additional cost of \$2.00++ per person plating fee and the price of the cake will be taken out of the package.*

## **Menu Requests**

*If any of your guests due to dietary or medical reasons must have a meal different of the menu selected, please contact the coordinator as soon as possible to discuss specific menu options. We will do our best to create a menu that they will enjoy. Prices will vary depending on the final menu selection.*

## **Children's Menu**

*Children attending the reception between the ages of 4 – 11 will be charged ½ price of the adult meal selection. Under the age of 4 years will not be charged a dinner price – however, they will remain in the final numbers for seating. If preferred, an alternative meal may be prepared for the children. An alternative menu and pricing may be discussed with the coordinator. One dinner selection for the children's menu please.*

## **Vendor Meals**

*In choosing those professionals that will be working with you throughout the day, check with their requirements on meal service. A hot meal can be ordered for them at a cost of \$21.00 plus 20 % catering service charge and 6% sales tax. They will be given an available area to eat. The Vendors are not permitted to eat the meal of the reception unless added to the final counts prior to the function.*





## Wedding Reception Terms and Conditions

The following conditions apply to all functions unless agreed to by both parties in advance:

### RESERVATION AND DEPOSIT

To reserve a date for a Wedding, a signed contract and/or \$1000.00 non-refundable deposit is required. The deposit will be applied toward the total charges of your event.

### VENUE RENTAL FEE

Venue rental fees includes 5-hour use of facility, use of standard 60" round tables, banquet chairs, full china service, glassware, stainless flatware, white linen tablecloths, white linen napkins, white table skirting. Rental costs beyond items included in our venue rental fees are the responsibility of the client and must be rented through an approved vendor. Venue rental is for a five-hour reception. There is a \$500 surcharge for additional hour of use, or part thereof. Should group attendance change, we reserve the right to change the Venue in accordance with public safety codes and fire ordinances.

### GUARANTEED NUMBER OF GUESTS

Guarantee of attendance must be submitted by 2:00 pm, ten business days prior to your event. This guarantee is not subject to reduction and charges will be made accordingly. In the event a guarantee is not received, **The Milestone** will charge for the maximum number of guests listed on the contract. This count is not subject to reduction after this date. Final billing will be based on the final guaranteed guest count or the actual number of guests served, whichever is greater

### MENU PRICING

Confirmed menu prices will be quoted at least (30) days prior to the function date. All menu prices are subject to an increase of up to, but not more than, ten percent (10%) due to market fluctuation. **The Milestone** guarantees that the menu pricing will not increase above ten percent (10%) from year to year unless unforeseen market changes occur. Please note ~ **The Milestone's** pricing reflects a discount for payments made by personal check or cash. Should you wish to pay by credit card, for your convenience we accept MasterCard and Visa. For all payments made by credit card there is a 2% increase in cost.

### SERVICE CHARGES AND TAXES

All food and beverage prices are subject to a 20% catering service charge and 6% state sales tax. Service charge includes but is not limited to insurance for your event, set up, break down and clean up, heating or air conditioning, décor, breakage, and minor damage to the facility.

### PAYMENT OF ACCOUNT

After the initial deposit is received, fifty percent (50%) of the estimated balance is due three (3) months prior to your event. Full payment of this account is due no later than 11:00 am seven (7) business days prior to the function date based on the final guaranteed number of guests. Any remaining charges are to be paid in full on the evening of the event by cash or credit card (MasterCard or Visa).

## MENU SERVICE

To ensure the quality of our food, please adhere to the timing guidelines stated on your correspondence. **The Milestone** will not be held liable for the quality of food for meal service that begins more than thirty (30) minutes after the scheduled time agreed to by the Catering Sales Manager and the Authorized Guarantor. All leftover food is the property of **The Milestone** and may not be removed from the premises. No outside food or beverages may be brought to the event with the exception of wedding cakes or per previous agreement. Any cake or dessert brought in by the client is subject to a \$2.00++ per person plating fee.

## TASTINGS

**The Milestone** is happy to offer menu tastings once your event is under contract. Tastings are charged at \$30.00 per person plus 20% catering service charge and 6% sales tax. We apologize; however tastings may only be offered for plated menus and are not available for buffet menus. Tastings are scheduled in advance with your Catering Sales Manager.

## ALCOHOL

Maryland State law does not permit alcoholic beverages to be brought onto the premises by patrons, or to be served to individuals under the age of 21. Alcohol is available to persons of legal age. **The Milestone** is responsible for dispensing of all alcoholic beverages by a staff bartender. **The Milestone** reserves the right to refuse alcohol service to those adults who, at its discretion, appear to be intoxicated.

## SECURITY

**The Milestone** shall not assume responsibility for the damage or loss of wedding gifts, vehicles, merchandise or articles left on the premises prior to or following the ceremony or reception. **The Milestone** will not accept the accountability of rental items or vendor equipment. The guarantor is financially responsible for any damages sustained to the premise fittings, property, or equipment damaged by the client, guests or outside vendors prior to, during, or after the event.

## ENTERTAINMENT AND DÉCOR

All displays or decorations must be approved by **The Milestone** staff and conform to all applicable governmental fire ordinances. Decorations may not be tacked, taped, or adhered to the walls, floors, ceilings or furniture. Glitter or any other similar items likely to leave a residue are not permitted inside the premises. Fog machines and open flames are prohibited. Any outside vendor (i.e. audio visual, lighting, decorating, music, entertainment, etc.) must obtain prior approval from **The Milestone**. An Indemnification Release and/or a Certificate of Insurance may be required.

## CANCELLATION POLICY

In the event of a cancellation, the following terms will apply:

Cancellations received prior to six (6) months before your date, will result in a loss of your deposit unless another comparable event is booked on your function date. If we are able to book the date and time of your event, you will be refunded your full deposit minus a \$100.00 cancellation fee. If no other bookings occur, **The Milestone** will retain the full deposit.

Cancellations received less than six (6) months up to one (1) month before your date, will result in a forfeiture of the deposit. In the event cancellation occurs within one (1) month of your event, 100% of the estimated revenue is due and payable upon receipt of cancellation.

**The Milestone RESERVES THE RIGHT** prior to and after contract signing to:

- ◆ Control the quality, style and volume of any entertainment booked by clients;
- ◆ Refuse any reservation considered inappropriate or inconsistent with the well being or reputation of **The Milestone**;
- ◆ Impose an additional security charge for any function operations management deems necessary.

Smoking is not permitted inside any area of **The Milestone**. However, there is an outside terrace area to accommodate those guests who smoke. Again we thank you for choosing **The Milestone** and look forward to providing you with the world-class reception and/or wedding event that you deserve.