

The Riviera Ballroom

The Riviera Ballroom

Congratulations on your engagement, and thank you for your interest in The Riviera Ballroom to host your special day! Located on the beautiful shores of Geneva Lake, this historic venue in the heart of Lake Geneva, Wisconsin offers a unique experience blending elegance and one-of-a-kind lake views with nostalgic prestige and tradition. This lakefront gem is surrounded by water on three sides and features over 20-foot-high ceilings, large windows overlooking the beautiful Riviera Beach, and a veranda set above the distinctive Lake Geneva Cruise Line docks and charter boats.

Create a truly customized wedding that reflects you as a couple with the caterer and vendors of your choice from our carefully selected Preferred Vendor List. Allow our Director of Events to walk you through the Riviera planning process and be available to answer questions and provide guidance along the way. If looking for the true Lake Geneva wedding experience, look no further as The Riviera Ballroom delivers lakeside charm, simple elegance and the finest talent at the most desirable location in the Lake Geneva region.



Timeless Tradition

Lakeside Charm

Simple Elegance

The True Lake Geneva Wedding Experience

2024 Pricing Information

Riviera Rental Rates

Full-time City of Lake Geneva Resident*

This rate applies to the bride, groom or parents of the bride or groom and event must be for immediate family (parent or child) of resident.

Saturday	\$7,750
Friday	\$3,500
Sunday	\$2,750
Mon-Thurs	\$1,425

Resident Off-Peak (December 1—April 30)

Saturday	\$2,850	Friday	\$2,375
Sunday	\$1,950	Mon-Thurs	\$1,425

Non- Resident

Saturday	\$7,750
Friday	\$6,000
Sunday	\$5,500
Mon-Thurs	\$2,400

Non-Resident Off-peak (December 1— April 30)

Saturday	\$5,800	Friday	\$4,750
Sunday	\$3,800	Mon-Thurs	\$2,100

Holiday Surcharge: \$300.00

Military Discount: 15% discount applied if Bride or Groom is active or honorably discharged (Proof required)

Rental fee covers up to a maximum of 8 hours of event time and up to 7 hours of set-up time, and is due 6 months prior to the event date.

****See Riviera Resident Rate Request for requirements and to submit for approval to obtain Resident Rates.***

Package Inclusions

The Riviera Rental Rates include:

- 60” round dining tables to accommodate 8-10 guests per table
- 8ft long banquet tables to accommodate 8 guests per table
- (1) 4ft Round Table— can be used as a Sweetheart or Cake table
- Additional 8’ banquet tables for welcome tables and buffets
- Chairs for up to 280 guests
- Set-up and tear-down of all tables and chairs
- 8 hours of event time + up to 7 hours of set-up time
- ***The Riviera ballroom does not have high or low cocktail tables available for use.

Capacities, Deposits & Fees

Max capacity with rounds/No dance floor:

- **8 ppl per table: 264 / 10 ppl per table: 320**

Max capacity with rounds/Small dance floor:

- **8 ppl per table: 216 / 10 ppl per table: 270**
- A Security deposit of \$1,000, 50% of the Rental Fee and a signed Lease Agreement are due to confirm your reservation on a definite basis.
- **The Resident Rate Request form** must be submitted with the Lease Agreement and approved in order to receive the City of Lake Geneva resident rate.

Please see Ballroom Rules & Procedures, The Riviera Wedding Lease Agreement & Resident Request Form for more information.



Food & Beverage

Our couples invest a lot in their special day, so it is very important to us that the caterer selected is trusted to deliver great service from the planning stages to the food quality, presentation, execution and clean up.

Our caterers know the ins and outs of our facility, are consistent, understand our policies and are trusted to take excellent care of our customers. ***For this reason and more, we do ask that our couples choose one of the caterers from our carefully selected vendor list for their event food needs.***

Our list of ten caterers offer a wide range of affordable options for every taste and budget. A number of the caterers offer an optional bar package with their services, making it even easier to plan your day with a single contact for food and beverage.

You can also opt to use a separate beverage service/ bartending company, in which case, we highly recommend sticking to our list. It is required that the company used is licensed with licensed bartenders and understands the *rules and procedures* of the Riviera Ballroom.

Ceremony

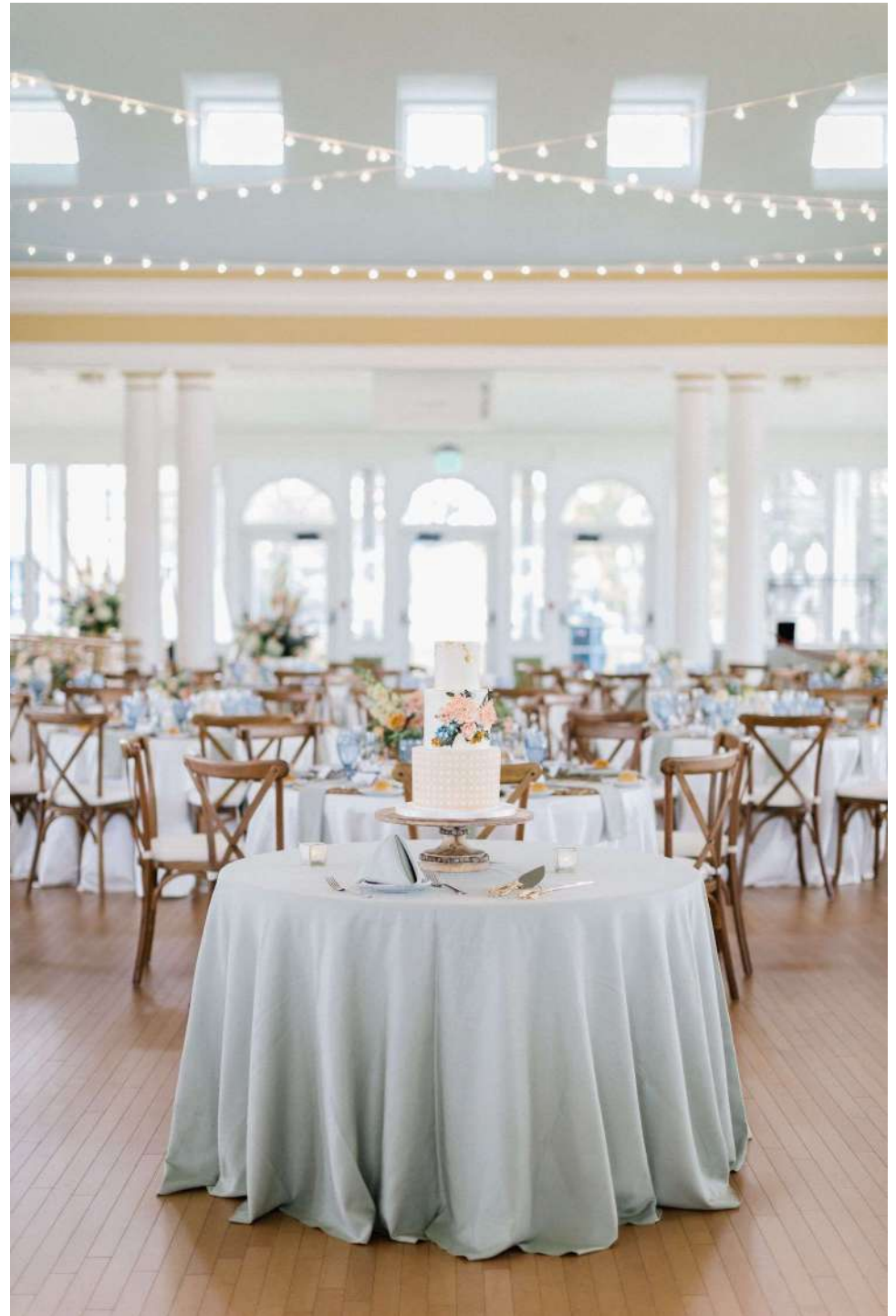
Many of our couples choose to get married on location, and there is no extra charge for hosting your ceremony at the Riviera. Ceremonies take place in the ballroom, and there is a short transition while the caterer shifts the tables and chairs into place for the reception. We unfortunately do not have an outdoor ceremony location.

To ensure a smooth transition, have the photographer take all guests out to the fountain for a large group photo while the staff is resetting the room. Or, take an hour long break for photos by the lake while the guests enjoy a refreshment at one of the restaurants across the street.



Riviera Wedding Checklist

1. Check availability & tour the venue
2. Review the Riviera Procedures/Rules, review and sign the Lease Agreement.
3. Submit the signed Lease Agreement, Security Deposit & 50% of the rental fee to the City of Lake Geneva.
4. Select your vendors.
5. 6 months prior to the wedding– Pay the remainder of the rental fee.
6. Four weeks prior to the wedding– Submit the following items to your Event Manager:
 - Completed Floor Plan Final Detail Packet
 - Full Catering Agreement & Bartender licenses
 - Day-of Wedding Timeline to include set-up and tear-down times
 - Day-of Vendor Contact List
8. Relax & enjoy your special day!



Riviera Vendor List

Caterers

The Caterer is required to be chosen from The Riviera Vendor List for all events.

Celebration on Wells

Lake Geneva, WI

(262) 248-2555

Celebrationonwells@gmail.com

Hazel's/Tarts & Truffles, Cakes & Catering

Hebron, IL

(815) 790-3489 (TEXT only)

Tartsandtruffles@yahoo.com

Gino's East

Lake Geneva, WI

(262) 248-2525

jhursey@ginoseastlakegeneva.com

Bubbs BBQ/All Occasions

Big Bend, WI

(262) 662-4201

Info@bubbs.com

Chef David's Catererd Events

Kenosha, WI

(262) 925-8800

Events@ChefDavids.com

Lake Life Catering

Lake Geneva, WI

262-245-2100 ext. 219

Melissa.rios@gagemarine.com

Hoffman House

Rockford, IL

(815) 397-5800

catering@hoffmanhouserockford.com

Chef Jack's Catering

Waukesha, WI

(262) 549-5558

info@chefjacks.com

Zilli Hospitality Group

Waukesha, WI

(262) 547-9447

paulag@zillihospitalitygroup.com

The Getaway/Mars Resort

Lake Geneva, WI

(262)716-1995

events@frenchcountryinn.com



Beverage Services/Bartending

**A Lake Geneva- licensed bartending company is required to service all events with alcohol.*

Professional Beverage Service

(847) 899-5594

probevservice@yahoo.com

Probeverageservice.com

Brunos Beverage Catering

(262) 248-6407

Mix Masters

Lake Geneva, WI

(262) 617-9380

mxmaster@genevaonline.com

Over the Moon Bartending

(414) 793-8476

events@overthemoonbartending.com

overthemoonbartending.com

Celebration on Wells

Lake Geneva, WI

(262) 248-2555

Celebrationonwells@gmail.com

Rental, Linen & Décor Companies

Step it Up Rental

(Chairs, tables, tents)

(815) 790-6895

stepituprental@gmail.com

Collins Custom Creations

(Chairs, tables, lighting)

(262) 510-5061

Collinscustomcreationsc3@gmail.com

Www.Collinscustomcreationsc3.com

Windy City Linens

(Specialty Linens)

(224) 279-1500

cammy@windycitylinen.com

Lake Geneva Party Rental

(Ceiling draping, décor)

(262) 812-0005

info@lakegenevapartyrental.com

Dunn Lumbar/Just Ask Rental

(Tables, Garden Chairs)

(262) 248-4459



Our Favorite Professionals

Florists

Lilypots

www.lilypotsevents.com

(262) 332-4200

Cassandra@lilypotsevent.com

Tommi's Garden Blooms

Lake Geneva, WI

(262) 729-4162

tommisgardenblooms@gmail.com

Treasure Hut Flowers

Delavan, WI

(262) 728-2020

www.treasurehutflorist.com

Pesche's Greenhouse

Lake Geneva, WI

(262) 245-6125

www.peschesgreenhouse.com

Bakeries

Julie Michelle Cakes

Harvard, IL

(312) 800-3101

info@juliemichellecakes.com

Bittner's Bakery

Lake Geneva, WI

(262) 248-2330

info@bittnersbakery.com

Stinebrinks Piggly Wiggly

Lake Geneva, WI

(262) 248-8798

Photographers

Matt Mason Photography

Lake Geneva, WI

(262) 745-4000

matt@mattmasonphotography.com

Kristina Lorraine

Fontana, WI

(219) 406-5152

info@kristinalorraine.com

Ideal Impressions

Lake Geneva, WI

(262) 903-1887

ryan@idealimpressionsphotography.com



Our Favorite Professionals

Entertainment

Mobile Madness

(262)903-3926

joshbourdo@mobilemadnessdj.com

Bluewater Kings Band

(312) 731-2034

molly@bluewaterkingsband.com

A Personal Touch DJ

(262) 510-5061

apersonaltouchdj@hotmail.com

DJ Felix Entertainment

Lake Geneva, WI

(262) 749-4367

www.djfelixentertainment.com

Sound by Design

(262) 968-9586

hello@soundbydesign.co

Hair & Makeup

Clear Waters Salon & Spa

Lake Geneva, WI

(262) 248-2444

Jasmine Salon & Spa

Lake Geneva, WI

(262) 249-9800

info@jasminesalonspa.com

Beauty by Ruby

Elkhorn, WI

Jen Anderson

(262) 749-0256

Planners/Day-of Coordination & Officiants

Graceful Events

Lake Geneva, WI

(262) 215-8835

www.gracefulevents.net

Jaffew83@gmail.com

Something Blue Lake Geneva

(262) 745-1677

www.somethingbluelakegeneva.com

info@somethingbluelakegeneva.com

My Best Ceremony

Rev. Marcia Boyer

(262) 725-3483

info@mybestceremony.com

Judge Henry Sibbing

(262) 248-4651

lgcourt@genevaonline.com

Lake Geneva Rehearsal Dinner Venues

Lake Geneva Cruise Lines

Sopra

Simple Cafe

The Hunt Club

Celebrations on Wells

Lake City Social/The Cove of
Lake Geneva

Maxwell Mansion

Hawk's View Golf Club

Pier 292

Tuscan Tavern & Grill

Grand Geneva Chophouse

Gino's East Pizzeria

Ristorante Brissago

Bella Vista Suites

Harbor Shores on Lake Geneva
Oakfire

The Ridge Hotel

The Abbey Resort

Chuck's Lakeshore Inn

City of Lake Geneva Accommodations



Keefe Vacation Rentals

Multiple Locations

Keeferentals.com

Boutique Inn

493 S. Wrigley Dr.

(262) 248-8393

Bella Vista Suites

335 Wrigley Drive

(262) 248-2100

kyle@bellavistasuites.com

The Baker House

327 Wrigley Drive

(262) 248-4700

Harbor Shores

300 Wrigley Drive

(262) 248-9181

Maxwell Mansion

314 S. Wells St.

(262) 248-9711

The Lake Geneva Motel

524 S. Wells St.

(262) 248-3464

www.lakegenevamotel.com

Seven Oaks Lake Geneva

682 S. Wells St.

(262) 248-4006

info@sevenoakslakegeneva.com

The Cove of Lake Geneva

111 Center Street

(262) 249-9460

sales@coveoflakegeneva.com

Comfort Inn & Suites

300 East Main Street

(262) 248-2300

eschmitt@lakegenevacomfortsuites.com

Fairfield Inn by Marriott

1111 N. Edwards Blvd.

(262) 348-9000

jgaulke@fhginc.com

Mill Creek Hotel

123 Center Street

(262) 248-6647

info@millcreekhotel.com

Geneva Wells Motel

1060 S. Wells St.

(262) 248-1809

For more vacation rental options in the City of Lake Geneva, please visit AirBnB.com and VRBO.com