



Weddings at Montclair Country Club



Wedding at Montclair Country Club

Dear Bride & Groom,

Congratulations on your engagement!

Welcome to Montclair Country Club. Your wedding day is one of the most important events in your life. All the facets of your Wedding Day must have a special touch.

We offer several options that include your choice of either full course seated dinners, buffet dinners, or heavy hors d'oeuvres. In addition, we have a list of preferred vendors that offer special pricing for weddings that are booked here at Montclair Country Club. Our packages also offer the options of champagne toast for your guests, and four hour open bar serving rail brand or premium liquors, California wines, and bottled domestic and imported beers.

Please feel free to call upon us; we would love the opportunity to help make your Wedding Day unforgettable!

Sincerely,

Janice S. Fero

Resident Director
Montclair Country Club
16500 Edgewood Drive
Montclair, VA 22025
(703) 670-7503



Your Wedding at Montclair Country Club



At Montclair Country Club our commitment is to make planning your wedding day as simple as possible. Our wedding reception bundles include EVERYTHING! Linens & Napkins (available colors: classic white or ivory), Tables, Chairs, China & Flatware.

Our 2,160 square foot Ballroom can accommodate up to 170 guests. Additionally our adjacent Dining Room can accommodate 100 guests.

ROOM RATES*:

Saturday
Ballroom: \$1,500
Ballroom & Dining Room: \$2,500
Dining Room: \$1,500

Friday or Sunday
Ballroom: \$1,000
Ballroom & Dining Room: \$2,200
Dining Room: \$1,200

(*Room rental are adjusted with final numbers)

OPTIONAL:

Parquet Dance Floor: \$250
Mirrors & Votive Candles: \$50
Linen Overlays: \$8.00 each

Charger Plates: \$10.00 per table
Chair Cover with Sash: \$5.00 each

Cocktail Reception

\$49.95 per person

Assorted Cheese and Vegetable Cruditiès Display Served during the Cocktail Hour

Choice of One Passed Hors d'oeuvres:

Shrimp Cocktail
Grilled Asparagus

Scallops Wrapped in Bacon
Crab Rounds
(additional \$2.00)

Choice of Two Meats:

Carved Pork Loin
Turkey Breast
London Broil
Honey Glazed Ham

Choice of Five Appetizers:

Porcini Stuffed Ravioli
Pot stickers
Miniature Quiche
Cocktail Franks in a Blanket
Mini Chicken Cordon Blue
Bruschetta
Chicken Sattay
Sausage Balls
Hot Artichoke Spinach Dip
(w/assorted bread & crackers)
Meatballs with Choice of Sauces
Stuffed Mushrooms
(w/Choice of Seafood or Florentine)
Oriental Egg Rolls with Hot Mustard



Buffet Reception



\$54.95 per person

Assorted Cheese and Vegetable Crudités Display Served during the Cocktail Hour Tossed Salad with Dressing

Choice of Three Entrees:

Seafood Victoria with Rice Pilaf	Roast Top Sirloin au Jus
Shrimp with Red Pepper Sauce over Pasta	Carved Teriyaki London Broil
Pork Loin with Roasted Red Pepper Sauce	Chicken Marsala with a Marsala Wine Sauce
Carved Beef Tenderloin	Chicken Dijonaise
Baked Salmon with Orange Cream or Lemon Dill Sauce	Chicken Portobello

Chef's Selection of Three Sides

Fresh Vegetables
Steamed Rice Pilaf
Mashed Potatoes
Pasta Primavera
Red Roasted Potatoes
Marinated Pasta Salad

Seated Dinner Reception

Seated Dinner Reception

\$59.95 per person

Assorted Cheese and Vegetable Crudités Display Served during the Cocktail Hour Tossed Salad with Dressing

Choice of Entrée :

- Grilled NY Sirloin Steak with Stuffed Baked Potato
- Chicken Oscar with Fresh Asparagus served with Hollandaise Sauce
- Salmon Duxelle with Orange Maltise Sauce served with Rice Pilaf
- Pork Loin with Roasted Red Pepper Sauce served with Red Bliss Potatoes
- Teriyaki Brochettes with choice of Chicken, Beef, or Shrimp on a bed of Rice Pilaf
- Grilled Salmon with Lemon-Dill Sauce served with Rice Pilaf
- Prime Rib au Jus with Baked Potato
- Broiled Filet Mignon with Bordelaise Sauce served with Twice Baked Potato
- Mixed Grille—Filet Mignon, Chicken Breast, Gulf Shrimp served with Twice Baked Potato

Chef's Selection of Fresh Vegetables



Beverage Packages

Montclair Country Club offers several options for beverage service for your special event. In addition to open bar options, we also offer cash bar service.

4 Hour Open Bar:

Serving Beer & Wine:
\$25.00 per person

Serving Rail Liquors:
\$35.00 per person

Serving Premium Liquors:
\$50.00 per person

Champagne Toast:
\$4.00 per person

Bartender Fee:
\$100.00



Drinks:

Beer Domestic:
\$4.00

Wine House:
\$6.00

Beer Import:
\$5.00

Rail Drinks:
\$6.00

Premium Drinks:
\$7.00 - \$9.00

Ceremonies

Montclair Country Club offers a ceremony package to all our Brides and Grooms. This package includes a one hour time frame allotted for the ceremony, set up of chairs, pillars, arch*, covered table for Unity Candle*, isle runner, and on-site ceremony coordinator.

Ceremonies are held in our Dining Room, fees are listed below. This package includes Ceremony rehearsal the day before your wedding. Rehearsals will take place either in our Dining Room or our Ballroom pending availability for that date. Montclair Country Club offers use of our Ladies Locker rooms for Bridal Party to prepare and dress for the event. Our on-site coordinator is available one hour prior to the event start, and is available up until the beginning of the reception. The coordinator will direct your family and Bridal Party down the aisle, and will always provide a friendly and calming demeanor to help your day go smoothly.

FEES**:

Dining Room.....	\$500.00
On-Site Coordinator.....	\$150.00
Rehearsal.....	Included

**Items are not provided by Montclair Country Club, client must provide if desired.*

***rates adjusted with final event numbers*



Preferred Vendors

Photographers:

Jenn Link Photography

703-408-0447

info@jennlinkphotography.com

www.jennlinkphotography.com

Edmund Harrington Photography

781-710-5405

ed@edmundharringtonphotography.com

www.edmundharringtonphotography.com

HK Rojas Photography

703-565-8444

HKRojasphoto@yahoo.com

www.photorefect.com

DJ's:

Horizon Entertainment

703-549-SONG

www.horizontertainment.com

Eric Herod Entertainment

540-419-2534

www.ericherod.com

Cakes:

Cakes by Happy Eatery

703-530-8898

www.cakesbyhappyeatery.com

Jennifer Hirschhorn

Custom Cakes & Confections

703-326-9235

www.customcakesandconfections.com

Capitol Chocolate Fountains

703-369-7378

Flowers:

A Floral Affair

703-680-2665

www.a-floral-affair.com

Hotels:

Holiday Inn

Quantico Center

Petra Carr

703-441-9001

Comfort Inn

Dumfries

703-445-8070

Make Up Artists:

Torette Williams

Mary Kay Cosmetics

703-565-8777

www.marykay.com/twilliams35

Ceremony Officiant:

Phillip J. Campbell

703-792-6616

pcampbell@pwcgov.org

Wedding Coordinators:

Elegant Beginnings

Professional Event Coordinators

703-490-8340

www.elegantbeginningonline.com

Personalized Printing:

Just Write

Vikki Youravich

703-405-3548

vtyouravich@verizon.net



Montclair Country Club Wedding Policies

Our Banquet Department has printed menu selections that are some of our guests' favorites. These menus can be changed based on your personal preference. We would welcome the opportunity to create special menus for your individual needs.

A \$500.00 deposit is required to guarantee the availability of the date and time requested for your wedding reception or other functions booked. Six months prior to the function date, an additional deposit of \$1,000.00 is required. All deposits are non-refundable.

Fourteen business days prior to the function date, final menu items and related arrangements must be selected and estimated guest counts must be received.

The guaranteed number of guests must be received five days prior to the function. This guaranteed number is not subject to reduction and is the minimum number of persons for which you will be charged. The Club will provide for service and seating for five percent over the guaranteed amount.

All banquet charges must be paid in full seven to fourteen days prior to the function date. If collection of payment for the banquet requires assistance of attorneys or a collection agency, reasonable attorney fees, court costs, etc. will be added to the amount due.

Cancellation Policy:

Unless there is an act of God that is beyond human control or orders by governmental authorities, flood or explosion, war or disaster, civil disorder, curtailment of transportation facilities, or emergencies making it inadvisable, illegal, or otherwise impossible to provide the facilities, the service or to hold any event, this agreement is valid. All penalties will be charged in the event of a cancellation by the event holder. **All Cancellations Must Be Received In Writing.**

Once your Agreement is signed, and you request the cancellation of your event, the following charges will be assessed based on the average meal cost and the anticipated number of guests given by host at time of booking:

If cancelled with more than 60 days notice you will be charged the Room Rental Fee.

If cancelled with more than 30 days notice you will be charged twice the amount of the Room Rental Fee. If cancelled within 14 days of the event, 50% of the estimated cost of the entire event using anticipated number of guests originally given at the time of booking.

If cancelled within 7 days of the event, 75% of the estimated cost of the entire event using anticipated number of guests originally given at the time of booking.

If cancelled within 2 days of the event, 100% of the estimated cost of the entire event using anticipated number of guests originally given at the time of booking.

A service charge of 22% and Virginia sales tax is applied to all food and beverage items, package prices and other charges. Carver fees, bartender fees and/or special buffet package surcharges may apply.

The property reserves the right to reallocate room assignments to best accommodate guests of your function and guests of other functions who may be using the facility at the same time.

No food, beverage, or alcoholic beverages may be brought into the Club without prior approval of the General Manager. Corkage fees may apply.

Special requirements or requests (audio/visual equipment, special linen colors, special tables, etc.) are available, but may result in additional charges.

Decorations requiring attachment to the walls, ceiling or fixture must be approved in writing prior to the function.

Package Wedding Receptions are four hours. Time is calculated from the time the first guest arrives. For receptions over four hours, overtime rates will apply and all charges are subject to service charge and sales tax.

Food and beverage prices are subject to change without notice and are only guaranteed for 90 days prior to the function.