

*The Lodge*  
*Event*  
*Center*  
*Menu &*  
*Pricing*

# *Surround Yourself in Elegance and Ambiance*

**The Historic Lodge Event Center offers three lovely banquet rooms for a variety of functions.**

**Our Main Hall is approximately 5,000sq feet and can accommodate up to 225 guests. This exquisite room features hardwood floors, a large bar, stage area and a disco ball to help set the mood.**

**The Sapphire Room is located on the second floor and also can accommodate 250 people. The 24ft vaulted ceilings and original architecture provide a regal backdrop for any event. Rental of this room also includes the George Washington Room.**

**And last, but certainly not least, George Washington Room gives an impression of opulence and nostalgia. Featuring a full bar, marble floors and a one-of-a-kind globe hanging from a high ceiling, this room is perfect for smaller events or cocktail hour.**

**It accommodates 75 seated guests.**

**The Lodge can accommodate 50 to 500 guests, however, there is a minimum Guest Count of 100 for any Saturday evening event.**

*Please Join Us for an Event to Remember*  
For more information, please call 716-826-0168  
[www.lodgebanquets.com](http://www.lodgebanquets.com)

# *Beverage Packages*

## Bottled Beer, Pop, & Wine Bar

One Hour	\$ 10.95 per person
Two Hours	\$ 12.95 per person
Three Hours	\$ 13.95 per person
Four Hours	\$ 14.95 per person

X \_\_\_\_\_

## Pop Bar

One Hour	\$6.75 per person
Two Hours	\$7.75 per person
Three Hours	\$8.75 per person
Four Hours	\$9.95 per person
Five Hours	\$10.95 per person

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## Silver Liquor Package

One Hour	\$17.00 per person
Two Hours	\$19.00 per person
Three Hours	\$21.00 per person
Four Hours	\$23.00 per person
Fifth Hour Extension	\$25.00 per person

X \_\_\_\_\_

### Includes:

**Pinnacle Vodka & Gin, Rum, Whiskey, Scotch, Spiced Rum, Peach Schnapps, Vermouths, Amaretto, Red Wine, White Wine, White Zinfandel and Bottled Beer**

## Gold Liquor Package

One Hour	\$19.00 per person
Two Hours	\$22.00 per person
Three Hours	\$24.00 per person
Four Hours	\$26.00 per person
Fifth Hour Extension	\$27.00 per person

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### Includes:

**Titos Vodka, Bombay Gin, Bacardi Rum, Captain Morgan Spiced Rum, Amaretto, Seagram's 7, Southern Comfort, Bourbon, Jack Daniels Whiskey, Peach Schnapps, Red Wine, White Wine, White Zinfandel and Bottled Beer**

## Additional Items

Champagne/Wine Toast	\$4.00 per person
Passed Champagne/Wine	\$5.00 per person

X \_\_\_\_\_

## Cash Bar

\$25.00/hr per bar-tender & bar-back

**\*\*\*Any guest under the age of 21 yrs. of age will be charged for the Pop Bar. Every guest 21 yrs. of age or older will be charged for the chosen liquor package price.\*\*\***

X\_\_\_\_\_

## *Elegant Enhancements*

### *Capture Elegance by Renting:*

Chair Covers with Sashes: \$5.50 each (\$3.50 each without sash)

Specialty Sashes: \$2.50 each

Champagne Fountain: \$375.00

### *Additional Options:*

DJ Fee (If not using our in-house DJ): \$100.00

In-House DJ: \$500.00 (4 hours)

Outside Caterer Fee: \$500.00

Cake Cutting: \$50.00

Cookie/Dessert Tray: \$25.00

Coffee & Tea Service: \$100.00 (per 100 people)

Dance Floor (12 x 12) for Sapphire Room: \$200.00 (Larger sizes available)

Columns \$25.00 each

Podium \$25.00 each

Decorative Pedestal Tables \$25.00 each

Additional Tables \$25.00 each

Personalized decorating by The Historic Lodge Event Center (with your decorations): \$100.00 or do your own decorating for \$75.00/hour

Any service requiring electric, e.g. a photo booth: \$100.00 (4 hours)

**Rehearsal Fee: \$100.00/per hr**

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## *Room Rental*

### *Room Rental Only:*

Main Hall \$ 1675.00

George Washington Room \$ 975.00

Sapphire Room (includes George Washington Room) \$ 1825.00

### *Room Rental in addition to a 4 Hour Bar Package:*

Main Hall \$ 1200.00

George Washington Room \$ 875.00

Sapphire Room (inc. George Washington Room) \$ 1350.00

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## ***The Ceremony***

*Here at The Lodge, we are glad to accommodate not only your reception, but the ceremony as well. If all you require is a gorgeous venue for the ceremony itself, we can provide that too.*

Two-Hour Use of The Lodge - \$800.00

A \$400 deposit will be required to reserve your date. We ask that it is paid in full at least one (1) week prior to the event. There may be an additional fee for chair rental depending on the number of guests attending.

X\_\_\_\_\_

## ***Photography***

*Our beautiful facility provides an excellent backdrop to memorialize your special day.*

\$200.00 per hour

X\_\_\_\_\_

A \$200.00 deposit is required to reserve your date. Full payment must be received two (2) weeks prior to your scheduled photo shoot.

## ***Catering/Drop-off Service***

Whether utilizing a licensed caterer or a licensed drop-off service, a licensure # and signature is required for all food services, one month (30 days) prior to the venue. When using a drop-off service it is required to have at least 2 staff/servers per 100 guests must be contracted for your venue. Clean-up and garbage disposal **MUST** be removed from the premises by the end of your venue.

X\_\_\_\_\_

**CONTRACT**  
**THE HISTORIC LODGE EVENT CENTER**  
212 Cazenovia Street Buffalo, NY 14210 (716) 826-0168

Client(s): \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Event Type: \_\_\_\_\_

Estimated No. Guests: \_\_\_\_\_ (minimum 100 Sapphire Room and Main Hall Room)

Event Room(s): \_\_\_\_\_

Package(s) Selected: \_\_\_\_\_

**CHARGES AND PAYMENT**

1. A non-refundable Reservation Fee of \$1,000.00 is due upon signing this Contract (\$1,500.00 if the entire building is reserved) to reserve the space and time for your event. The total estimated charges for your event are to be paid in full at least fourteen (14) days before the date of your event, unless you provide a guaranty arrangement satisfactory to The Lodge. For weddings, holiday parties, and certain other events specified by The Historic Lodge Event Center ("The Lodge"), an installment payment of one-half (1/2) of the total estimated charges is due thirty (30) days prior to the event and balance is due fourteen (14) days prior to the event, unless other arrangements have been approved in advance by The Lodge. If your event will include dancing in the Sapphire room, a dance floor must be rented at your expense via The Lodge.
  
2. You agree to provide a guaranteed confirmation of the number of guests attending your event at least fourteen (14) days before the date of the event. If you are using a DJ, band, photographer, or videographer, they must be counted as guests.
  
3. The total estimated charges for your event will be based on the guaranteed

number of guests for your event (or on the estimated number of guests stated in this Contract if you fail to provide a guaranteed number), provided however that if the event is to be held in the Sapphire Room or the Main Hall Room, or both, the guaranteed number of guests per room for determining total estimated charges will cannot be less than 100.

4. Final charges for your event will be based on the guaranteed number of guests or the actual number of guests attending your event, whichever is larger. If the final charges exceed the estimated charges, you agree to pay the amount of the difference on the date of your event. Any other additional charges must also be paid on the date of the event. An 8.75% sales tax charge and an 18.75% administrative surcharge will be included in the final charges for the event

5. All amounts due The Lodge under this Contract shall be payable in cash, or by personal check, money order or bank draft, provided that personal checks will only be accepted if tendered to The Lodge at least fourteen (14) days prior to the event. Credit cards are not accepted. Returned checks are subject to a \$35.00 return fee.

**RESERVATIONS AND CANCELLATIONS.** Reservations are guaranteed upon payment in full of the reservation fee. Cancellations must be in writing and must be received by The Lodge at least seven (7) days before the event. If you cancel the event for any reason, the reservation fee is forfeited. If a cancellation notice is received less than seven (7) days prior to the event, The Lodge will be deemed to have earned the total estimated charges for the event and you will not be entitled to any refund for charges paid.

**DAMAGES.** You agree to be responsible for any personal injury, property damage or loss caused by your guests, agents, or contractors, and to indemnify The Lodge and hold it harmless from any and all costs and expenses arising from claims for damages caused by your guests, agents, or contractors.

**BAR SERVICE.** The bar will open and close at scheduled and contracted times based upon the worksheet attached to this Contract. A cash bar can be contracted before the time of the event but cannot be contracted only for the final hour of the event. All guests must vacate the premises within four (4) hours from the start of the event unless The Lodge agrees to extend the bar by up to one hour. The per person rate for the extended bar is based upon the greater of the guaranteed number of guests and the actual number of guests attending the event. Please see the Elegant Enhancement sheet for any other fees/rentals.

**ALCOHOLIC BEVERAGES.** The Lodge will not serve alcoholic beverages to anyone under 21 years of age. Proper I.D. must be presented prior to service. We reserve the right to refuse service of alcoholic beverages to anyone acting improperly or appearing to be under the influence of alcohol. No shots of any kind will be served. Alcoholic beverages may not be brought into or removed from The Lodge.

**OUTSIDE FOOD SERVICE.** You are responsible for any liability and charges associated with any food your or your guests bring into The Lodge. The Lodge will not be responsible for any liability associated with your outside caterer. Cookies and/or sweet trays may be brought into the hall for a charge of \$25.00 that will be added to the final charges.

Agreed to on the date of \_\_\_\_\_ Deposit Received \$ \_\_\_\_\_

Representative of The Historic Lodge Event Center: \_\_\_\_\_

Client(s): \_\_\_\_\_  
\_\_\_\_\_