



Our Wedding Package

The DoubleTree Suites by Hilton Atlanta Galleria understands the full range of emotions that go into preparing a momentous day and a flawless affair. We are here to ensure that, no matter what you are planning, we provide the special touches and attention to detail that create magic moments for you and your guests

12X9 PARQUET DANCE FLOOR
WHITE FLOOR LENGTH LINENS AND BLACK OR WHITE NAPKINS
SPARKLING TOAST FOR ALL GUESTS
ROOM RENTAL WAIVED
1 NIGHT COMPLIMENTARY SUITE FOR BRIDE AND GROOM
FIVE HOUR EVENT

Wedding Ceremony

\$600

- ❖ Theater style set with center and side aisles
 - ❖ 4 hours of decoration time
 - ❖ 2 hours of event time

A service charge of 22 % and state tax of 6% will be added to all food and beverage revenue, miscellaneous charges, AV, and room rental will be added,
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COCKTAIL HOUR

Assorted Fruit Display
Domestic Cheeses and Gourmet Crackers
Fruit Punch or Lemonade (Select One)

DINNER

*Meal served with Sweet Iced Tea, Coffee and Iced Water
Warm rolls and Creamery Butter
Choose Buffet or Plated Dinner Service*

Salad Course

Fresh Mixed Greens Salad with Cherry Tomatoes, Cucumbers,
and Julienne Carrots & Shredded Cheese

Assorted Dressings

Entrées (Select Two)

Chicken Marsala or Chicken Limone

Jack Daniels Glazed Pork Loin

Fried Catfish or Baked Tilapia

Sides (Select Two Sides)

3 Cheese Macaroni and Cheese, Mashed Potatoes, Rice Medley,

Trio Roasted New Potatoes, Fresh Asparagus

Collard Greens, Green Beans or Vegetable Medley

Cake Cutting Service

Hotel will provide cake plates, forks, cocktail napkins,

cake cutter and server to your guests

Coffee service will be provided

\$50 PER PERSON

(MINIMUM 50 ADULTS)

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BEVERAGE & BAR

Beverage Options Include Fully Stocked Bars, featuring a Selection of Resort Deluxe Cordials, Liquors, Select Red and White Wine, Assorted Premium, Import and Domestic Beer, Soft Drinks, Mineral Waters, Juices and Mixers, Priced Per Person for a Specified Period of Time. Bartender Charges are based on a Final Guarantee and are not Subject to Reduction

PER DRINK HOST & CASH BAR OPTIONS

HOST BAR – DRINKS CHARGED TO MASTER		CASH BAR – GUESTS PURCHASE DRINKS	
Cocktails (Premium)	\$9.00	Cocktails (Premium)	\$10.00
Cocktails (Call)	\$7.00	Cocktails (Call)	\$7.00
Wine	\$6.00	Wine	\$7.00
Domestic Bottled Beer	\$4.00	Domestic Bottled Beer	\$5.00
Import Bottled Beer	\$5.00	Import Bottled Beer	\$6.00
Cordials	\$9.00	Cordials	\$10.00
Soft Drinks	\$3.00	Soft Drinks	\$3.00
Bottled Water	\$3.25	Bottled Water	\$4.00

PREMIUM BRANDS: Dewar's White Label Scotch ° Jack Daniels Bourbon ° Seagram's VO Whiskey ° Smirnoff Vodka ° Beefeater Gin ° Bacardi Rum ° Sauza Gold Tequila

A \$100.00 bar attendant fee will apply per bar for up to 4 hours
 Cashiers are required for cash bars at \$100.00 per cashier for up to 4 hours
 Amount of Cashiers required is at the hotel's discretion
 Additional charges apply for each bartender and cashier beyond 4 hours.

BEVERAGES OFFERED PER PERSON, PER HOUR

Call Brands Per Person*

Two Hours \$25.00 per person
 Three Hours \$38.00 per person
 Four Hours \$51.00 per person

Beer, Wine and Soda Bar Per Person*

Two Hours \$20.00 per person
 Three Hours \$30.00 per person
 Four Hours \$40.00 per person

Tablesides Wine Service with Dinner Available @ \$ 8.00* per person

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GENERAL INFORMATION

We graciously anticipate providing you with our outstanding hospitality, food and service. Our experienced and professional catering staff is available to assist you in planning arrangements for floral decorations and centerpieces, ice carvings, photography, music, entertainment and theme parties. As always, we would be pleased to prepare a custom menu for your specific tastes and desires. Please assist us in making your event successful by familiarizing yourself with the following information.

Guest Room Amenities

An array of specialty gifts is available through the Hotel for delivery to guestrooms. Please ask your Sales Manager for a complete list of creative possibilities.

Food and Beverage Service Policies:

It is required that all food and beverage service at the Doubletree Suites by Hilton Atlanta Galleria be provided by the Hotel. The sale and service of all alcoholic beverages is regulated by the state of Georgia, and the Doubletree Suites by Hilton Atlanta Galleria is responsible for the administration of these regulations.

Guarantees

The exact number of guests attending a function is due 72 hours prior to the event. This number will be charged even if fewer guests attend. The Hotel will prepare food for 1% over the guaranteed number. Meal functions and meeting rooms will be set a maximum of 5% over the food and beverage guarantee. If the guarantee is increased within 72 hours of the event the hotel reserves the right to substitute menu items. A \$15.00++/person surcharge will be charged to the master account for an increase in guarantees 24 hours prior to event.

Function Rooms/Signage

Doubletree Suites by Hilton Atlanta Galleria reserves the right to re-allocate event space based on levels of business, increases or decreases in attendance, or maintenance issues. Signs or decorations brought into the hotel by the guest must be approved prior to arrival.

Registration tables and signage/banners may be located outside the immediate entrance to the respective function room only.

Prices/Surcharges

A customary service charge will be added by the Hotel to all charges per banquet event orders at a rate of 22% events. In the state of Georgia, this service charge is subject to 6% sales tax. These charges will be noted on your banquet event order as (++) . The following surcharges/labor charges will apply:

*\$50.00++ surcharge for plated meals of less than 50 people

*A minimum guarantee of 50 people is required for buffet service. One single- sided buffet line will be provided for every 75 people guaranteed.

*\$75.00++ bartender charge per bartender for up to 3 hours (Additional hours will be charged at \$30.00++/bartender/hour). Bartender charges for Unlimited Package Bars will be waived.

*A cashier charge of \$75.00++ is required for all cash bars

*\$75.00++ Uniformed Chef charge for in- room preparation or carving for one and one half-hours per Chef

Entrée Selection

Selection of all sit down menus is limited to one entrée item. If you desire to offer your guests more than one item, our Chef will be glad to prepare a customized duet plate for your group. Please refer to Prices/Surcharges listed above for exceptions. Consideration will be taken for medical, vegetarian or religious needs. In these instances, the exact number of special substitute entrees is to be specified with the guarantee received 48 hours prior to the event and will be charged the same price.

Seating/Linen

Round tables of 8 people are the standard for breakfast, lunch and dinner. The Doubletree Suites by Hilton Atlanta Galleria provides quality linens using White or Black.

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