



132 North Main Street
Cape Girardeau, MO 63701

Phone: 573.803.8484

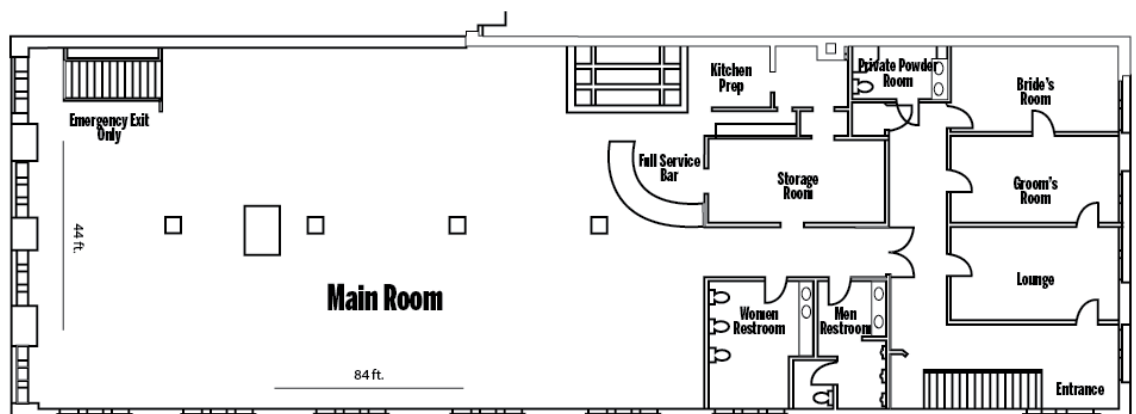
ask@tasteofcape.com

www.caperiverview.com

Thank you for considering Riverview Room as the location to host your reception.

This newly restored Wedding and Banquet facility offers breathtaking views of the Mississippi River and is located on the third floor of the 102-year-old historic Buckner-Ragsdales building in downtown Cape Girardeau, Missouri. The facility features a spacious event hall that has been renovated in an elegant rustic industrial style, a full service bar, and a kitchen staging area. The Bride and Bridesmaids are assigned their own personal quarters and powder room. The Groom and Groomsmen have their own private room, which uniquely features a private beer bar. Additionally, there is a separate lounging room for other guests to relax in.

The event hall is 44' by 84' (3696 sq. ft) and accommodates 230 seated or 300 standing guests. The Bride and Bridesmaid's room, as is the Groom and Groomsmen's room are both 9' by 16' (144 sq. ft) each. The lounging room is 11' by 16' (176 sq. ft). Riverview room will provide up to 250 burgundy banquet chairs, 20 standard round tables (5' diameter; seats 10 guests), 6 round tables (4.5' diameter; seats 8 guests) and 4 long banquet tables (8' long; seats 12 guests) which are included in the price of the package.



Party and Banquet Event Package Pricing:

January through November Pricing [additional taxes and fees apply]:

\$1000 [Monday - Thursday]

\$1200 [Friday or Sunday]

\$1500 [Saturday]

December Pricing [additional taxes and fees apply]:

\$1500 [Monday - Thursday]

\$1800 [Friday or Sunday]

\$2,250 [Saturday]

This Event Package includes a single day rental of the main hall space (8AM - midnight). All parties must exit the premises no later than 12:30 AM. Includes access to the event hall, full service bar, kitchen staging area, other common areas and as many tables and chairs as you need for your event. Note that the Bride and Groom's private quarters and lounging area will be inaccessible.

All tables are required to be covered with tablecloths during events. Set up and breakdown of all events is the responsibility of the client renting the space and should be included in the event rental timeframe.

A 50% non-refundable down payment is required to secure the date. A \$500 refundable security/damage deposit is required and will be returned within thirty (30) days after the event as long as there is no damage. There will be a separate one time cleanup fee of \$200 charged.

There is ample parking across the street in three large public parking lots as well as street parking for no fee.

There are several Event Packages available to suit your individual needs:

Meeting and Corporate Event Package

- Perfect for business lunches, dinner meetings and other corporate functions (Prices start at \$150).

Party and Banquet Event Package

- Just the place to feature your next baby or bridal shower, reunion, rehearsal dinner, formal or anniversary party (Prices start at \$1000).

One Day Wedding or Entire Weekend Wedding Package

- The Riverview Room with its natural beauty is the ideal place for you and your loved one to tie the knot (Prices start at \$1000).

Optional Additional Costs: [additional taxes and fees apply]:

- Technology fee for a:
 - * Screen, projector and laptop (\$50)
 - * Microphone and speakers (\$50)
- Linen fee is \$8 per round tablecloth (white); \$9 per banquet tablecloth (white) and \$1 per napkin (burgundy)
- Setup fee is \$200 (includes setting up the tables, chairs and tablecloths needed for the event).
- Breakdown fee is \$200 (includes taking down all of the tables, chairs and tablecloths used for the event).
- Chocolate Fountain with 4-6 pounds of chocolate is \$175; dipping snacks extra
- Bartending Service at \$10/hour per Bartender.
- Bar Services includes your choice of either open or cash bar.

Catering Policy:

Food can be brought in by an outside caterer. Our preferred caterer is Sugarfire Smoke House. Please contact them directly at **573.803.5600** or email **sugarfirecatering@gmail.com**.

No catering service is provided by the Riverview Room at this time. This will change in the near future.

All caterers must provide:

- Proof of liability insurance
- Letter or certificate from the Health Department stating that food is prepared in a facility that has passed inspection

Alcohol Policy:

ALL alcohol MUST be purchased from the Riverview Room and will be served by a Bartender(s) provided by the Riverview Room (see Bartending Service under Additional Costs). Alcohol may not be served to minors. Alcohol may not be brought in from outside the facility. Illegal substances are not allowed at any time on the premises. Drunken/violent disturbances are prohibited and subject to immediate removal from the premises and possible termination of the event without refund.

Thank you for your interest in our facility. We look forward to hosting your event in the very near future.

Regards,

Management
Riverview Room.
