

**Courtyard Marriott  
Downtown  
Fort Wayne**

Wedding Packages



# Legacy Ballroom

~Saturday Evening ~

\$8,000 F&B Minimum

~Friday Evening ~

\$6,000 F&B Minimum

~Sunday Evening ~

\$4,000 F&B Minimum

Legacy Ballroom is contracted from 12pm to 12am

## Wedding Package Enhancements

**Dinner Wine Service** – Price Varies on Wine Selections

**Late Night Snack Options** – Prices Vary by Snack and Menu

# ~ Sapphire ~

\$32 per guest

## **"Sapphire" Wedding Package includes the Following:**

Complimentary Ballroom Rental  
Complimentary House Linens and Napkins with Choice of Colors  
All Tables, Chairs, China, Glassware and Flatware  
Reception Hour with Selection of Butler Passed and Displayed  
Hors d'oeuvres  
Gourmet Menu  
Four Hour Cash Bar  
Private Cocktail Reception Room for Bridal Party  
Champagne Toast  
Tasting of the Selected Wedding Menu  
Dance Floor  
Complimentary Centerpieces: Mirror Tile with 3 Votive Candles  
Waived Bartender & Cake Cutting Fees  
On Site Personal Wedding Coordinator  
Overnight accommodations for the Bride and Groom

*Please add 24% Service Charge and State Sales Taxes to all Food & Beverage Pricing*

# ~ Sapphire ~

\$32 per guest

## Beverage Selections

4 Hour - Cash Bar

Domestic and Imported Beer

House Red & White Wine Selection

House Liquor

## Cocktail Reception

Choice of one Butler Passed Hors d'oeuvre

Peppercorn Meatballs

Dill Canapés

Breaded Cheese Ravioli

Shrimp Cocktail Shooter

Assorted Mini Quiche

Teriyaki Chicken Satay

&

Choice of one Display Item

Domestic Artisan Cheese Display

Vegetable Crudité Display

Fresh Fruit Display

Chilled or Hot Spinach and Artichoke Dip

Hummus Trio with Crudité, Crackers and Sliced Bread

# ~ Sapphire ~

\$32 per guest

## Salad

### Courtyard Marriott House Salad

Fresh Chopped Romaine & Iceberg Lettuce

Topped with Carrots, Tomato Wedges and English Cucumbers

Served with choice of two Dressings

## Entrée Selections

*Select one option or give your guests a choice between two options*

### Sautéed Chicken Breast

Sautéed Boneless Skinless Chicken Breast Served with a Champagne Cream Sauce

### Pinot Noir Glazed Pork Loin

Boneless Pork Loin Roasted and Served with a Pinot Noir Demi-Glaze

### Parmesan Crusted Tilapia

Boneless Tilapia Filet with a Parmesan Crust Served with a Tomato Caper Relish

All Entrees are accompanied with:

Freshly Baked Dinner Bread with Seasonal Flavored Butters

Selection of Starch and Vegetable

Coffee, Iced Tea and Lemonade

## Children's Meals

\$18.00 per Child

(Children 12 & Under)

### Chicken Fingers

Served with Macaroni and Cheese, Tater Tots & a Fruit Cup

*Please add 24% Service Charge and State Sales Taxes to all Food & Beverage Pricing*

# ~ Pearl~

\$54 per guest

## **“Pearl” Wedding Package includes the Following:**

- Complimentary Ballroom Rental
- Complimentary House Linens and Napkins with Choice of Colors
- All Tables, Chairs, China, Glassware and Flatware
- Reception Hour with Selection of Butler Passed and Displayed Hors d'oeuvres
- Gourmet Menu
- Four Hour Beer, Wine and Soda Bar
- Private Cocktail Reception Room for Bridal Party
- Champagne Toast
- Tasting of the Selected Wedding Menu
- Dance Floor
- Complimentary Centerpieces: Mirror Tile with 3 Votive Candles
- Waived Bartender & Cake Cutting Fees
- On Site Personal Wedding Coordinator
- Overnight accommodations for the Bride and Groom

# ~ Pearl ~

\$54 per guest

## Beverage Selections

4 Hour - Beer, Wine, & Soda Package

Choice of Two Domestic Draft Beers

House Red & White Wine Selection

Assorted Pepsi Soft Drinks

*~Additional Hours are \$5.00 per person/ per hour ~*

## Cocktail Reception

Choice of Two Butler Passed Hors d'oeuvres

Peppercorn Meatballs

Dill Canapés

Breaded Cheese Ravioli

Shrimp Cocktail Shooter

Assorted Mini Quiche

Teriyaki Chicken Satay

&

Choice of Two Display Items

Domestic Artisan Cheese Display

Vegetable Crudité Display

Fresh Fruit Display

Chilled or Hot Spinach and Artichoke Dip

Hummus Trio with Crudité, Crackers and Sliced Bread

# ~ Pearl ~

\$54 per guest

## Salad Selections

*Please Choose One Salad Selection*

### **Courtyard Marriott House Salad**

Fresh Chopped Romaine & Iceberg Lettuce  
Topped with Carrots, Tomato Wedges and English Cucumbers  
Served with Choice of Two Dressings

OR

### **Caesar Salad**

Fresh Chopped Romaine Hearts Tossed with our House-made Caesar Dressing,  
Croutons, and Grated Parmesan Cheese.

## Entrée Selections

*Select one option or give your guests a choice between two options*

### **Mediterranean Chicken Breast**

Oven Baked Chicken Breast Topped with Panko Bread Crumbs and Stuffed with Spinach, Roasted  
Red Tomatoes and Feta Cheese with a Chardonnay Cream Sauce

### **New York Strip Steak**

Boneless Chargrilled New York Strip Served with Caramelized Onions and Mushrooms

### **Grilled Salmon Filet**

Chilean Salmon Filet Char Grilled with Jack Daniels Glaze

All Entrees are accompanied with:

Freshly Baked Dinner Bread with Seasonal Flavored Butters

Selection of Starch and Vegetable

Coffee, Iced Tea and Lemonade

## **Children's Meals**

**\$18.00 per Child**

*(Children 12 & Under)*

### **Chicken Fingers**

Served with Macaroni and Cheese, Tater Tots & a Fruit Cup



# ~ Diamond ~

\$78 per guest

## “Diamond” Wedding Package includes the Following:

- Complimentary Ballroom Rental
- Complimentary House Linens and Napkins with Choice of Colors
- All Tables, Chairs, China, Glassware and Flatware
- Reception Hour with Selection of Butler Passed and Displayed Hors d’oeuvres
- Gourmet Menu
- Four Hour Premium Brands Bar
- Signature Drink (Restrictions Apply)
- Private Cocktail Reception Room for Bridal Party
- Champagne Toast
- Tasting of the Selected Wedding Menu
- Dance Floor
- Complimentary Centerpieces: Mirror Tile with 3 Votive Candles
- Waived Bartender & Cake Cutting Fees
- On Site Personal Wedding Coordinator
- Overnight accommodations for the Bride and Groom

# ~ Diamond ~

\$78 per guest

## Beverage Selections

4 Hour – Premium Brands Bar Package

Captain Morgan, Bacardi Rum, Crown Royal, Chivas Regal, Maker's Mark,  
Kettle One Vodka, Tanqueray Gin, Amaretto Disaronno & Johnny Walker Black

Choice of an Imported and a Domestic Draft Beer Selection

Premium Red & White Wine

Assorted Pepsi Soft Drink

*~Additional Hours are \$7.00 per person/ per hour ~*

## Cocktail Reception

Choice of three Butler Passed Hors d'oeuvres

Peppercorn Meatballs

Dill Canapés

Breaded Cheese Ravioli

Shrimp Cocktail Shooter

Assorted Mini Quiche

Teriyaki Chicken Satay

&

Choice of two Display Items

Domestic Artisan Cheese Display

Vegetable Crudité Display

Fresh Fruit Display

Chilled or Hot Spinach and Artichoke Dip

Hummus Trio with Crudité, Crackers and Sliced Bread

*Please add 24% Service Charge and State Sales Taxes to all Food & Beverage Pricing*

# ~ Diamond ~

\$78 per guest

## Salad Selections

*Please Choose One Salad Selection*

### **Courtyard Marriott House Salad**

Fresh Chopped Romaine & Iceberg Lettuce

Topped with Carrots, Tomato Wedges and English Cucumbers

Served with choice of two Dressings

**OR**

### **Caesar Salad**

Fresh Chopped Romaine Hearts Tossed with our House-made Caesar Dressing,

Croutons, and Grated Parmesan Cheese

**OR**

### **Baby Spinach Salad**

Fresh Baby Spinach with Fresh Sliced Strawberries, Shaved Red Onions and Almonds

Served with Raspberry Vinaigrette

**OR**

### **Wedge Salad**

Iceberg Wedge with Blue Cheese Crumbles, Bacon, Red Onion and Diced Tomato

Served with Blue Cheese Dressing

## Entrée Selections

### Create Your Own Plated Duet

*Select Two of the Following Entrées*

- Blackened Shrimp Skewers
- Prosciutto Wrapped Chicken with Sage Butter
- Char Grilled Filet of Beef
- Jumbo Lump Crab Cake

All Entrees are accompanied with:

Freshly Baked Dinner Bread with Seasonal Flavored Butters

Selection of Starch and Vegetable

Coffee, Iced Tea and Lemonade

*Please add 24% Service Charge and State Sales Taxes to all Food & Beverage Pricing*

# ~ Pearl Dinner Buffet ~

\$68 per guest

## "Pearl Dinner Buffet" Wedding Package includes the Following:

Complimentary Ballroom Rental  
Complimentary House Linens and Napkins with Choice of Colors  
All Tables, Chairs, China, Glassware and Flatware  
Reception Hour with Selection of Butler Passed and Displayed  
Hors d'oeuvres  
Gourmet Menu  
Four Hour Beer, Wine and Soda Bar  
Private Cocktail Reception Room for Bridal Party  
Champagne Toast  
Tasting of the Selected Wedding Menu  
Dance Floor  
Complimentary Centerpieces: Mirror Tile with 3 Votive Candles  
Waived Bartender & Cake Cutting Fees  
On Site Personal Wedding Coordinator  
Overnight accommodations for the Bride and Groom

*Please add 24% Service Charge and State Sales Taxes to all Food & Beverage Pricing*

# ~ Pearl Dinner Buffet ~

\$68 per guest

## Beverage Selections

4 Hour - Beer, Wine, & Soda Package

Choice of Two Domestic Draft Beers

House Red & White Wine Selection

Assorted Pepsi Soft Drinks

*~Additional Hours are \$5.00 per person/ per hour ~*

## Cocktail Reception

Choice of two Butler Passed Hors d'oeuvres

Peppercorn Meatballs

Dill Canapés

Breaded Cheese Ravioli

Shrimp Cocktail Shooter

Assorted Mini Quiche

Teriyaki Chicken Satay

&

Choice of two Display Items

Domestic Artisan Cheese Display

Vegetable Crudité Display

Fresh Fruit Display

Chilled or Hot Spinach and Artichoke Dip

Hummus Trio with Crudité, Crackers and Sliced Bread

*Please add 24% Service Charge and State Sales Taxes to all Food & Beverage Pricing*

# ~ Pearl Dinner Buffet ~

\$68 per guest

## Salad Selections

*Choice of One Plated Salad Selection*

### **Courtyard Marriott House Salad**

Fresh Chopped Romaine & Iceberg Lettuce

Topped with Carrots, Tomato Wedges and English Cucumbers

Served with choice of two Dressings

**OR**

### **Caesar Salad**

Fresh Chopped Romaine Hearts Tossed with our House-made Caesar Dressing,

Croutons, and Grated Parmesan Cheese

**OR**

### **Baby Spinach Salad**

Fresh Baby Spinach with Fresh Sliced Strawberries, Shaved Red Onions and Almonds

Served with Raspberry Vinaigrette

**OR**

### **Wedge Salad**

Iceberg Wedge with Blue Cheese Crumbles, Bacon, Red Onion and Diced Tomato

Served with Blue Cheese Dressing

## Vegetable Selections

*Choice of Two Vegetables*

- Steamed Broccoli and Roasted Carrots
- Seasonal Vegetable Medley
- Grilled Asparagus with Lemon
- Roasted Brussel Sprouts
- Roasted Cauliflower with Dill Butter

## Starch Selections

*Choice of Two Starches*

- Herb Roasted Red Potatoes
- Double Whipped Mashed Potatoes
- Whipped Sweet Potatoes
- Rice Pilaf
- Bow Tie Pasta with Havarti Cream Sauce

*Please add 24% Service Charge and State Sales Taxes to all Food & Beverage Pricing*

# ~ Pearl Dinner Buffet ~

\$68 per guest

## Entrée Selections

### Create Your Buffet

*Select Two of the Following Entrées*

#### **Sautéed Chicken Breast**

Sautéed Boneless Skinless Chicken Breast Served with a Champagne Cream Sauce

#### **Pinot Noir Glazed Pork Loin**

Boneless Pork Loin Roasted and Served with a Pinot Noir Demi-Glace

#### **Parmesan Crusted Tilapia**

Boneless Tilapia Filet with a Parmesan Crust Served with a Tomato Caper Relish

#### **Mediterranean Chicken Breast**

Oven Baked Chicken Breast Topped with Panko Bread Crumbs and Stuffed with Spinach, Roasted Red Tomatoes and Feta Cheese with a Chardonnay Cream Sauce

#### **New York Strip Steak**

Boneless Chargrilled New York Strip Served with Caramelized Onions and Mushrooms

#### **Grilled Salmon Filet**

Chilean Salmon Filet Char Grilled with Jack Daniels Glaze

All Buffets are accompanied with:

Freshly Baked Dinner Bread with Seasonal Flavored Butters

Selection of Starch and Vegetable

Coffee, Iced Tea and Lemonade

*Please add 24% Service Charge and State Sales Taxes to all Food & Beverage Pricing*

# ~ Diamond Dinner Buffet~

\$88 per guest

## "Diamond Dinner Buffet" Wedding Package includes the Following:

- Complimentary Ballroom Rental
- Complimentary House Linens and Napkins with Choice of Colors
- All Tables, Chairs, China, Glassware and Flatware
- Reception Hour with Selection of Butler Passed and Displayed Hors d'oeuvres
- Gourmet Menu
- Four Hour Premium Brands Bar
- Signature Drink (Restrictions Apply)
- Private Cocktail Reception Room for Bridal Party
- Champagne Toast
- Tasting of the Selected Wedding Menu
- Dance Floor
- Complimentary Centerpieces: Mirror Tile with 3 Votive Candles
- Waived Bartender & Cake Cutting Fees
- On Site Personal Wedding Coordinator
- Overnight accommodations for the Bride and Groom



# ~ Diamond Dinner Buffet ~

\$88 per guest

## Beverage Selections

4 Hour – Premium Brands Bar Package

Captain Morgan, Bacardi Rum, Crown Royal, Chivas Regal, Makers Mark,  
Kettle One Vodka, Tanqueray Gin, Amaretto di Saronno & Jose Cuervo Tequila

Choice of an Imported and a Domestic Draft Beer Selection

Premium Red & White Wine

Assorted Pepsi Soft Drink

*~Additional Hours are \$7.00 per person/ per hour ~*

## Cocktail Reception

Choice of three Butler Passed Hors d'oeuvres

Peppercorn Meatballs

Dill Canapés

Breaded Cheese Ravioli

Shrimp Cocktail Shooter

Assorted Mini Quiche

Teriyaki Chicken Satay

&

Choice of two Display Items

Domestic Artisan Cheese Display

Vegetable Crudité Display

Fresh Fruit Display

Chilled or Hot Spinach and Artichoke Dip

Hummus Trio with Crudité, Crackers and Sliced Bread

*Please add 24% Service Charge and State Sales Taxes to all Food & Beverage Pricing*

# ~ Diamond Dinner Buffet ~

\$88 per guest

## Salad Selections

*Choose of One Plated Salad Selection*

### **Courtyard Marriott House Salad**

Fresh Chopped Romaine & Iceberg Lettuce

Topped with Carrots, Tomato Wedges and English Cucumbers.

Served with choice of two Dressings

**OR**

### **Caesar Salad**

Fresh Chopped Romaine Hearts Tossed with our House-made Caesar Dressing,

Croutons, and Grated Parmesan Cheese

**OR**

### **Baby Spinach Salad**

Fresh Baby Spinach with Fresh Sliced Strawberries, Shaved Red Onions and Almonds

Served with Raspberry Vinaigrette

**OR**

### **Wedge Salad**

Iceberg Wedge with Blue Cheese Crumbles, Bacon, Red Onion and Diced Tomato

Served with Blue Cheese Dressing

## Vegetable Selections

*Choice of Two Vegetables*

- Steamed Broccoli and Roasted Carrots
- Seasonal Vegetable Medley
- Grilled Asparagus with Lemon
- Roasted Brussel Sprouts
- Roasted Cauliflower with Dill Butter

## Starch Selections

*Choice of Two Starches*

- Herb Roasted Red Potatoes
- Double Whipped Mashed Potatoes
- Whipped Sweet Potatoes
- Rice Pilaf
- Bow Tie Pasta with Havarti Cream Sauce

*Please add 24% Service Charge and State Sales Taxes to all Food & Beverage Pricing*

# ~ Diamond Dinner Buffet ~

\$88 per guest

## Entrée Selections

### Create Your Buffet

*Select Two of the Following Entrées*

#### **Sautéed Chicken Breast**

Sautéed Boneless Skinless Chicken Breast Served with a Champagne Cream Sauce

#### **Pinot Noir Glazed Pork Loin**

Boneless Pork Loin Roasted and Served with a Pinot Noir Demi-Glace

#### **Parmesan Crusted Tilapia**

Boneless Tilapia Filet with a Parmesan Crust Served with a Tomato Caper Relish

#### **Mediterranean Chicken Breast**

Oven Baked Chicken Breast Topped with Panko Bread Crumbs and Stuffed with Spinach, Roasted Red Tomatoes and Feta Cheese with a Chardonnay Cream Sauce

#### **New York Strip Steak**

Boneless Chargrilled New York Strip Served with Caramelized Onions and Mushrooms

#### **Grilled Salmon Filet**

Chilean Salmon Filet Char Grilled with Jack Daniels Glaze

All Buffets are accompanied with:

Freshly Baked Dinner Bread with Seasonal Flavored Butters

Selection of Starch and Vegetable

Coffee, Iced Tea and Lemonade

# Courtyard Marriott Downtown Fort Wayne

## Wedding Information/Policies

### Deposits

An initial deposit equal to \$500.00 is due at the time of signing the event contract. No event is considered definite until the initial deposit and signed contract are received. Within 3 months of signing the event contract an additional deposit equal to \$1,000.00 is due; bringing the total deposit amount to \$1,500.00. All deposits are non-refundable. Additionally, cancellation charges apply to all cancelled bookings. Your contract will indicate a payment and cancellation schedule.

### Guarantees

Please notify your sales/event manager by 12:00pm the Friday (7 days) prior to your wedding reception with the exact number of guests attending your event. We will consider this number to be the guarantee for which you will be charged even if fewer guests actually attend the event. If your guarantee is not received on the Friday prior to your event, we will consider your contracted attendance figure as your guarantee.

### Food and Beverage

It is the policy of the Courtyard Marriott Downtown Fort Wayne that all food and beverage must be purchased from our facility in compliance with the State of Indiana Liquor laws and the Indiana Board of Health requirements. We are unable to allow groups or individuals to bring food and beverage into any public space. Additionally, we are unable to allow any non-consumed food and beverage item(s) to be taken from the facility.

### Decorations

The Courtyard Marriott Downtown Fort Wayne requests that nothing be posted, nailed, pinned, taped ,or otherwise attached to the walls, floors, furniture, or other parts of the building (this applies to the hotel and conference center). Please note that attaching items without proper authorization may result in damage charges. Please ask for assistance if you need items affixed , to avoid causing damage to the building(s).

### Parking

The closest available parking for guests is the attached, city-owned , Harrison Street Parking Garage located on Harrison Street. If you wish to pay for your guests' parking, arrangements can be made to bill your account.