



University Club of Phoenix **Weddings**

Located in the prestigious historic Alvarado district in midtown Phoenix, directly south of the Heard Museum, the University Club of Phoenix offers classic cuisine, impeccable service, and the perfect ambiance for your wedding ceremony, reception, rehearsal dinner, or bridal shower. The University Club will work with you to make sure your special day expresses your individuality while creating lasting memories for everyone involved.



VENUE The University Club of Phoenix is located in the prestigious historic Alvarado district in Phoenix, directly south of the Heard Museum and in a central location ideal for the entire valley. We offer a beautiful picturesque garden for your ceremony and reception that will accommodate up to 250 guests. The Clubhouse itself is a charming converted home that will accommodate up to 200 guests and bring nostalgia to your special day. We would love for you to visit and view our house to appreciate its charm as one of Phoenix's best wedding venues.

PRICING We do not charge site fees for weddings, but instead require a minimum food and beverage purchase. Our minimums vary based on the day of the week, time of day and season.

MENUS Our classic wedding menus deliver superior, innovative and fresh fare. Select from our classic wedding packages or work with us to create a custom experience. Please let us know in advance if you or your guests have any special dietary restrictions and we will do our best to provide enjoyable alternatives. All food and beverages must be supplied by the University Club of Phoenix.

BEVERAGES The University Club of Phoenix offers a variety of wines and bottle beers. We also have a full bar available to complement your menu selections. If you are looking for something special, let us know! We will do our best to accommodate any special requests.

FLORISTS, AUDIO VISUAL PROVIDERS & MORE We work with and are happy to recommend the finest vendors in the valley to help you with any needs that you may have for your event. Please let us know if we can assist in any way.

STEPS TO FINALIZE YOUR RESERVATION:

- Confirm availability.
- Make \$1,500 deposit to hold your date.
- Finalize menu and wedding arrangements at least 30 days prior to event.
- Confirm final guest count at least three business days prior to event.
- Make payment of 75% of estimated charges at least three business days prior to event.
- Relax, enjoy your special day, and let us take care of you and your guests!

WEDDING CEREMONY ONLY

-Prices do not include service charge or sales tax-

Ceremony Only

\$1,500 for up to 100 Guests

\$10/each per additional Guest

White Iron Arch
White Resin Chairs
Set-Up and Break-Down
Unity Table
Table for Gifts
Table for Guest Book
Complimentary Parking for your Guests
Complimentary Wi-Fi
Bridal Suite and Groom Suite
Access to Club for Rehearsal
Access to the Heard Museum for Photos

CLASSIC WEDDING PACKAGES

-Prices do not include service charge or sales tax-

Classic Wedding Packages include:

White Iron Arch
White Resin Chairs
Set-Up and Break-Down
Unity Table
Table for Gifts
Table for Guest Book
Complimentary Parking for your Guests
Complimentary Wi-Fi
Bridal Suite and Groom Suite
Access to Club for Rehearsal
Access to the Heard Museum for Photos

Champagne Toast for all Guests
Light Snacks and Champagne for Bridal Party Pre-Ceremony
Wedding Cake
Round or Rectangle Tables
Sweetheart and/or Head Table
Small Dance Floor (12' X 12')
Table for DJ

WEDDING DINNER CLASSIC I

-Packages are price per guest and do not include service charge or sales tax-

\$68 per Guest

Choice of Two Hors d'Oeuvres

Bruschetta
Vegetable Crudit 
Chicken Salad on Cucumber Slices
Swedish Meatballs

Choice of One Starter Salad

Garden Salad with Tomato, Cucumber, House Vinaigrette
Classic Caesar Salad

Choice of One Entr e

Chicken Piccata
Roasted Pork Tenderloin
Beef Pot Roast
Herb Crusted Salmon Medallions

Wedding Cake

White with Buttercream Frosting
or
Chocolate with Buttercream Frosting

WEDDING DINNER CLASSIC II

-Packages are price per guest and do not include service charge or sales tax-

\$78 per Guest

Choice of Three Hors d'Oeuvres

Bruschetta
Swedish Meatballs
Vegetable Spring Rolls
Sausage Stuffed Mushroom Caps
Chicken Skewers
Vegetable Antipasto

Choice of One Starter Salad

Garden Salad with Tomato, Cucumber, House Vinaigrette
Classic Caesar Salad

Choice of Two Entrées

Chicken Piccata
Herb Crusted Salmon Medallions
Sliced Top Sirloin
Roasted Pork Tenderloin
Herb Roasted Chicken Breast
Cheese Tortellini with Chicken in Mushroom Alfredo Sauce

Wedding Cake

White with Buttercream Frosting
or
Chocolate with Buttercream Frosting

WEDDING DINNER CLASSIC III

-Packages are price per guest and do not include service charge or sales tax-

\$88 per Guest

Choice of Three Hors d'Oeuvres

Teriyaki Tidbits
Shrimp Cocktail
Chicken Skewers
Mini Beef Wellington
Baked Brie
Mushroom Strudel

Choice of One Starter Salad

Garden Salad with Tomato, Cucumber, House Vinaigrette
Classic Caesar Salad
Berry Walnut Salad

Choice of Two Entrées

Herb Roasted Chicken Breast
Salmon Filet with Artichoke Caper Sauce
Crab Cakes
6-ounce Filet Mignon
Roasted Pork Tenderloin
Roasted Prime Rib

Wedding Cake

White with Buttercream Frosting
or
Chocolate with Buttercream Frosting

WEDDING HORS D'OEUVRES CLASSIC I

-Packages are price per guest and do not include service charge or sales tax-

\$48 per Guest

Choice of Five Hors d'Oeuvres

Vegetable Crudit 

Chicken Skewers

Vegetable Spring Rolls

Domestic Cheese Platter

Swedish Meatballs

Sausage Stuffed Mushroom Caps

Mushroom Strudel

Tomato Caprese Salad Skewers

Chicken Salad on Cucumber Slices

Dessert

White Wedding Cake with Buttercream Frosting

or

Chocolate Wedding Cake with Buttercream Frosting

or

Mini Dessert Display

WEDDING HORS D'OEUVRES CLASSIC II

-Packages are price per guest and do not include service charge or sales tax-

\$58 per Guest

Choice of Five Hors d'Oeuvres

Vegetable Antipasto

Teriyaki Tidbits

Crab Cakes

Mini Beef Wellington

Shrimp Cocktail

Imported and Domestic Cheese Platter

Tomato Caprese Salad Skewers

Baked Brie

Mushroom Strudel

Crab & Artichoke Dip

Dessert

White Wedding Cake with Buttercream Frosting

or

Chocolate Wedding Cake with Buttercream Frosting

or

Mini Dessert Display

BEVERAGE PACKAGES

-Packages are priced per guest and do not include service charge or sales tax-

Unlimited Iced Tea, Soda and Lemonade **\$3**

Beer by the Bottle Package **\$10**

2 drink tickets per guest

One bottle of beer per ticket

House Wine by the Glass Package **\$14**

2 drink tickets per guest

One glass of house wine per ticket

Beer and Wine Package **\$14**

2 drink tickets per guest

One glass of house wine or bottle of beer per ticket

Well Bar Package **\$14**

2 drink tickets per guest

One single well cocktail, glass of house wine or bottle of beer per ticket

Premium Bar Package **\$17**

2 drink tickets per guest

One single premium cocktail, glass of house wine or bottle of beer per ticket

Open Bar **Menu Prices**

WINE BY THE BOTTLE

-Wines are priced by the bottle and do not include service charge or sales tax-

House Chardonnay	\$28
House Merlot	\$28
House Cabernet Sauvignon	\$28
House Champagne	\$28
Beringer White Zinfandel Moscato	\$28
Chloe Prosecco	\$35
Kendall-Jackson Riesling	\$31
Chateau Ste Michelle Sauvignon Blanc	\$31
Mondavi Private Selection Pinot Grigio	\$31
Jekel Chardonnay	\$47
La Crema Chardonnay	\$55
Mark West Pinot Noir	\$31
Kendall-Jackson Vintner's Reserve Merlot	\$55
Chateau St Jean Cabernet Sauvignon	\$39

List subject to change

Other wines available upon request

Frequently Asked Questions

Now we know you have some questions. Let us answer them for you!

Can I bring in my own caterer and liquor?

As a Venue who specializes in Catering we do not allow any outside food or drinks.

Can we bring in decorations?

Yes! With the exception of anything that damages the property (leaving holes, stains, etc), we encourage you to make any special touches you would like!

Will I have the whole venue to myself?

For an additional fee of \$5,000, the Club will be yours exclusively.

Will my guests have to pay for parking?

No, we offer our very own parking lot at no extra cost to you or your guests!

Do I have to use your vendors?

No, you can bring in whomever you like! If you do use someone who has not worked with us before, let us know. We would love to meet with them and show them the Venue! But, please remember - No outside food and beverage vendors.

Are there any restrictions on music?

Yes, our historic neighborhood does have a noise ordinance requiring all music to be off by 10:00 pm.

How much is the Deposit?

To hold the date of your wedding we require a \$1,500 deposit. This Deposit goes towards the total of your wedding but is non-refundable.

What if I need to cancel or move the date?

You can move your date to the next available. Your deposit will be transferred to that date. If you need to cancel, your deposit is non-refundable, but will be here for you to use for a future event.

Do we need to pay for set up and clean up?

No, all set up and break down (**to an extent**) is included in all the packages and comes to you at no extra cost.



Event Policies

1. The University Club of Phoenix will provide **all** food and beverage. No outside caterers, food or beverage are permitted.
2. All food, beverage and rental costs are subject to 22% taxable service charge and 8.6% sales tax.
3. A minimum guarantee of attendance must be received three business days prior to all events. This is the minimum number for which you will be charged. Absolutely no reduction in guaranteed attendance will be accepted after this count is given. You will be expected to pay for any unexpected guests. We will set 5% over your guaranteed number of guests.
4. 75% of estimated charges are due three business days prior to event. The remaining balance is to be paid upon conclusion of event.
5. No function dates will be held on a tentative basis. To secure your date, a deposit of \$1,500 is required. This deposit is non-refundable. The deposit will go towards your final bill.
6. Menus and wedding arrangements must be finalized at least 30 days prior to the date.
7. There may be a fee assessed if cleanup beyond the usual is necessary – for example: rice, birdseed, confetti, flower petals, etc. This fee will be billed after cleanup is completed.
8. If you need extra assistance with tasks such as decorating, setting up name cards, favors, assembling centerpieces, etc., there may be an additional fee.
9. You will have the venue until 11:00 pm to finish packing up. For each additional hour, there will be a \$500 charge per hour.
10. City ordinance and a good neighbor policy only allow music until 10:00 p.m. Bands are not permitted due to the noise ordinance.
12. In keeping with our commitment to responsible service of alcohol, the University Club of Phoenix reserves the right to verify the legal drinking age of any guests and to refuse alcohol service to anyone who displays signs of intoxication.



Contact Us

Venue Address

39 East Monte Vista Road
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Phone

602-254-5408

Website

www.universityclubphoenix.com

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