

HILLSIDE GARDENS & EVENT CENTER



WELCOME

Thank you for considering Hillside Gardens for your upcoming wedding. We have been family owned and operated for nearly 20 years and we are excited to welcome you to the Hillside family! We know what a big decision is to select the venue for the most important day of your life together and we look forward to sharing everything Hillside Gardens has to offer to make your wedding everything you hope for. We consider working with each couple a privilege and we pride ourselves on offering a unique and top-notch experience to our couples as we get to know you as individuals and your wishes for your wedding day.

Please read and review the attached information about venue rental with Hillside Gardens. We take pride in being able to offer couples a custom experience that fits your personality. As such, we are unique to many other venues in that we allow you to select your own vendors including caterer, DJ, cake, etc; rather than picking from a pre-selected list.

Once you have had the opportunity to look over the enclosed information, please contact us by phone or email with any additional questions you may have.

For a personal tour of the gardens, please contact us by phone or email.
We would love to show you around!

Thank you,

Your Hillside Gardens Team

Larry Ash, Owner
Erika Weeks, Wedding Coordinator

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VENUE RENTAL

Weddings & Events at Hillside Gardens are offered April-October

Venue rental includes the following:

Ceremony site with bench seating

Pavilion with roll down shades and electricity

Bridal cottage & grooms dressing room with air conditioning

Set up & tear down of tables & chairs for up to 150 guests

Motorized cart to assist elderly or disabled (operated by Hillside staff)

Restrooms (5) located in the main house

Two parking lots: Lower pavilion lot (for wedding party/vendors) & main lot (for guests)

Bar setup with two bartenders

1 hour ceremony rehearsal prior to wedding

FRIDAY / SATURDAY / SUNDAY

Evening Wedding Ceremony & Reception 3:30pm-11pm	\$3900
Friday Full Day 8am-11pm	\$4900

SATURDAY / SUNDAY

Brunch Wedding Ceremony & Reception 8am-2:30pm	\$2900
Full Day 8am-11pm	\$5400
Ceremony Only (3 hours)	\$1000

MONDAY / TUESDAY / THURSDAY

Evening Wedding Ceremony & Reception 3:30pm-11pm	\$3100
Full Day 8am-11pm	\$4000

Additional services available to meet your specific needs.

A 50%, non-refundable deposit is due at time of booking to secure your date.

Balance due 90 days prior to your event.

Prices include all applicable taxes and service fees

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BAR OPTIONS/ALCOHOL POLICY

Unless discussed otherwise, your contract includes bar setup which consists of:

- 2 Bartenders
- 7 Beers on tap
- 5 wine selections
- Cocktails

Signature drinks and custom bar options available by request.

You have multiple options regarding bar service to customize to your needs:

1. Full Hosted Bar: You cover the cost of beverages for your guests for the duration of the event.
2. Partial Hosted Bar: You set a dollar amount to which you will purchase beverages for your guests.
When this limit is reached, guests pay for any additional drinks.
You may also opt to host beer/wine and have guests pay for cocktails.

3. Cash Bar: Your wedding party and guests will pay for the cost of all of their beverages.

Hosted options will include 17% gratuity + tax. Tip jar will not be on bar during a hosted bar.

\$1000 bar minimum applies to Friday and Saturday weddings

Bar prices are as follows:

- Beer & Wine \$6
- Cocktails \$7-8

Optional table service:

- | | |
|-------------------------------------|-------------|
| Wine with clear plastic cups | \$24/bottle |
| Champagne with clear plastic flutes | \$24/bottle |

Per state law, outside alcohol and marijuana products are NOT permitted on our property.

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WEDDING COORDINATOR (Optional)

Our in-house wedding coordinator Erika Weeks offers services from full service wedding planning to month of coordination (details below).

For details regarding complete wedding planning pricing, please contact to set up a consultation to find the package to best suit your needs.

MONTH OF COORDINATION \$800

- Details meeting one month prior
- Final walkthrough one week prior
- Attend and coordinate ceremony rehearsal
- Up to 8 hours on-site, day of coordination
- Unlimited phone/email/text communication following initial meeting

- Personalized wedding day timeline for vendors & wedding party
- Vendor contacts one week prior to confirm details
- Floorplan/layout planning

- Point of contact for vendors - managing communication/arrivals/setup
 - Oversee event set-up/decor (limitations apply)
- Coordinate & communicate with wedding party & family
- Ensure all essentials are present for ceremony/reception
- Ceremony & reception cues to assure flow of events
 - Promote wedding party self care
 - Wedding party emergency kit
- Manage unforeseen circumstances to preserve couple's vision
- Deliver final vendor payments/gratuities as provided by bride/groom
- Facilitate reception teardown, loading gifts/decor for transport

Primary focus: You, your family, wedding party and guests enjoy each moment while I focus on keeping the day running smoothly.