



WEDDING BOOKING DEPOSITS & IMPORTANT DATES REMINDER

ACCOMMODATION

Deposit #1 Accommodation: Approx. 1/3 value of all rooms blocked, \$1,700 for whole hotel, (based on \$50. per night, per room) minimum deposit \$750.

Release Date: Approx 2 months prior to Wedding Date all pre blocked rooms are released to general public at regular rates.

WEDDING DINNER

Deposit #2 Wedding Dinner: ¼ value of total food & beverage contract, minimum deposit \$700.

Deposit #1 & 2 are combined if hotel is hosting your wedding

Deposit #3 Wedding Dinner: 3 1/2 months before Wedding Date

Deposit #4 Wedding Dinner: 6 weeks before Wedding Date

Deposit #5 Wedding Dinner: 1 week prior to Wedding Date- approx. 95% of contract value paid

Deposit #3, 4, 5 are equal installments that bring total deposit up to approx. 95% of the total contract value

Final Payment: Final 5% Due Sunday morning following Wedding.

ALL DEPOSITS MUST BE MADE BY CHEQUE. PLEASE PROVIDE CREDIT CARD FOR FINAL BALANCE DUE UPON CHECK OUT

Required by Cut Off dates: 6 weeks prior: menu selections, agenda/timing for ceremony & reception, preliminary seating arrangements
of guests attending
Notification of outside supplier needs

14 days prior: final confirmation of # of guests attending