

The Fontainebleau Inn

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607-594-2008

Banquet Room Rental Charges for 2010:

Peak Days: Saturdays and Holiday Sundays (May through October)	\$2300.00 plus Sales Tax
Sundays (Except for Holidays)	\$1,700.00 plus Sales Tax
Weekdays and Off-Season Dates	Priced per the event

Includes:

Five hours of ceremony / reception time, providing exclusive use of the banquet facility, parlor rooms, patio and tent, gardens and grounds. Additional hours cost \$300.00 plus tax, billed to the nearest 1/4 hour.

Enclosed seating capacity for up to 150 guests, including tables and chairs for inside at no extra charge. Outdoor chairs are available for rental at \$1.50 per seat, including set-up and breakdown. Total capacity in summer months of 200 guests with indoor / patio seating.

A 24'x 60' frame tent covering the patio area facing the lake, with perimeter lights. Protective tent sides with French windows are available when needed for \$200.00, and the tent can be heated for \$200.00.

Ample hours of prep and decorating time for caterers, florists, and musicians.

Food service is provided by outside caterers to be selected from our approved list. We provide beverage services, subject to some minimum charges (see our Alcohol Information below for details). You are required to rent our six overnight guest-rooms (details below).

The Inn requires a **Reservation deposit of \$1,500.00** to reserve a date. A **second deposit of \$1,000.00** is due by January 15th of the event year. Both of these payments will be deducted from the final bill at the time of the event. If you cancel your reservation and we are able to rebook your reserved date with what we judge to be a comparable event, we will refund any deposits paid, less a non-refundable fee of \$500.00. Comparability will be based on the size and scope of both reservations. Due to the lead time in event bookings, early cancellations are much more likely to result in refunds.

General Policies and Procedures for 2010

Appointments Please note that the Inn is our home. If you or someone involved with your event needs to visit the Inn for any reason, please give us the courtesy of a call to schedule. Thank you for your consideration.

Seating Our maximum inside seating capacity is 150 people (special arrangements can be made for larger events.) Tables and chairs are available as follows:

- 150 Padded Wooden Chairs (for indoor use only)
- 12 Oval Tables (8' long, 30" wide, seat 7- 10)
- 18 Round Tables (4' across, seat 6)
- 7 Round Cocktail Tables (3' across, seat 4)
- 10 Rectangular Tables (6' and 8' long, 30" wide, head and buffet tables)
- Assorted Tables for cake, gifts, D.J. etc.

White outside chairs are available for rental at \$1.50 each, including set-up and breakdown.

Hours Events may take place between 2:00 p.m. and 11:00 p.m.

Bed & Breakfast Rooms We have six guestrooms which range in price from \$125 to \$160 per night per room, including breakfast and private baths (one is handicapped accessible). If you are hosting a Saturday event between May and October, you or your guests are required to fill all the rooms for Friday and Saturday nights. If your event takes place on a Sunday, you are required to fill the rooms for Sunday night.

Catering Your food service may only be supplied by a licensed caterer who has been approved by the Fontainebleau Inn. Caterers must carry \$1,000,000 of liability insurance, and NYS Workman's Compensation and Disability insurance on their employees. The following caterers are approved to work at the Inn:

<u>Business</u>	<u>Phone #</u>	<u>Website</u>
Red Newt Winery	607-546-4100	www.rednewt.com
Word Of Mouth	607-387-3052	Email: wordofmouth@zoom-dsl.com
Serendipity	607-273-2145	www.serendipitycatering.biz
Heights Café	607-257-4144	www.heightscafe.com
Woodland Restaurant	607-387-9101	
Dano's	607-582-7555	danosonseneca.com
Simply Red Bistro	607-532-9401	www.simplyredbistro.com
Joe's	607-227-2374	www.joesithaca.com
Blue Stone	607-272-2371	www.bluestoneithaca.com

Ceremony You are welcome to have your ceremony at the inn. If the entire time of the event, including the ceremony, exceeds 5 hours, additional hours will be billed as described in our pricing above.

You may rehearse your ceremony at the Inn free of charge. We ask that the rehearsal not take more than 1.5 hours, and that you limit the number of participants to a reasonable level.

The Lawrence Chapel, next door to the Inn, is a charming site for your ceremony. It will accommodate 150 people. The Chemung County Historical Society owns and manages the site, and can be contacted at (607) 734-4167.

Music You may choose your own entertainment for your event (DJ, band, etc.), which can be set up either indoors, outdoors, or both. Because the Inn is in a residential lake community, we will work with the service you choose to maintain appropriate sound levels.

Alcohol Information for 2010

The Inn has a liquor license from New York State and must serve all alcoholic beverages. We try to be as flexible as possible in providing the style of service you desire, while maintaining a responsible atmosphere.

Base Fee: You may choose to have a consumption bar, a cash bar, or some combination of the two. In either case the Inn will charge a **base fee of \$5.00 per person**, which covers costs for bartenders and staff for 5 hours, real glassware, unlimited soda, ice, and supplies for the event. We will charge \$1.00 per person for additional party hours, billed to the nearest 1/4 hour. Note that this fee will be applied only to guests over the age of 5 years.

Minimum Consumption Charge: We will bill you for the complimentary beverages you choose to have served based upon the prices listed below, or from our current Wine & Beer List. On peak days (Saturdays and holiday Sundays between May and October), consumption charges are subject to a **per person minimum of \$12.50**.

Minimum Guest Count of 100: If your final guest count falls below this level on peak days, we will use a count of 100 when tallying the base charges and the applicable consumption minimum on your final beverage bill. On non-holiday Sundays, the minimum guest count is 75.

Service Charges and Gratuity: At the end of the event, we will calculate a fixed-percentage service charge, and propose a discretionary gratuity based upon the total beverage charges. These amounts combined will represent 18% to 20% of the beverage charges. The service charge is subject to NYS Sales tax, the gratuity is not.

Consumption Prices:

Iced tea, Lemonade, and Local Cider by the pitcher: \$5.00

Beer, Wine, and Champagne: See our current Beer and Wine List for options.

Liquor: We will pour either Top Shelf or Bar Brands depending upon your preference. Bottles are charged based on use to the nearest tenth of a bottle. Mixers and garnishes are included in the per-person base fee.

Top Shelf per liter bottle \$75.00

Bar Brand per liter bottle \$55.00

Please note – In order to discourage over-consumption of alcohol, the Fontainebleau Inn refuses to serve shots. We reserve the right to cut off anyone exhibiting signs of inebriation.

Cash Bar Prices

Top Shelf Drink \$5.00

Bar Brand Drink \$4.00

Premium Bottled Beer \$3.00 to \$3.50

(Please note that prices may change due to market)