

# WEDDINGS



SERVICES & PRICE GUIDE

LA JOLLA SHORES HOTEL  
LA JOLLA BEACH & TENNIS CLUB

TABLE OF  
*Contents*



Generations by the Sea	3
Beach Club Venue Options	4
La Jolla Shores Venue Options	10
Wedding Packages	16
Start Planning	17
Hors D'oeuvres	18
Dinner Buffets	19
Plated Dinner	21
Beverage Packages	25
Wine Cellar	27
Signature Cocktails	29
Catering Services	30
Wedding Planner	31



# *Generations*

BY THE SEA

## **GENERATIONAL STEWARDSHIP**

Now led by fifth-generation Kellogg family member William (Bill) J. Kellogg, the Club continues to welcome new generations of guests and members. A cherished family heirloom, it remains deeply connected to the La Jolla community, reflecting the Kellogg family's enduring commitment and the area's timeless charm.

## **HISTORICAL TRANSFORMATION**

Originally opened in 1927 as the La Jolla Beach & Yacht Club, the property was reimagined by F.W. Kellogg into an exclusive oceanfront tennis resort. He introduced tennis courts, a swimming pool, and the Beach Club Apartments, shaping a destination dedicated to recreation and luxury.

## **LEGACY OF EXPANSION**

W.S. Kellogg, son of F.W. Kellogg, played a key role in expanding the resort, adding the North Wing, Playa Del Oro Apartments, F.W. Kellogg commercial building, and The Marine Room restaurant. His contributions helped make the La Jolla Beach & Tennis Club a premier destination.



# La Jolla Beach & Tennis Club

Available Venues







# Beach

Nothing is more timeless than a ceremony by the sea. At the La Jolla Beach & Tennis Club, your love story unfolds on our private beach, where soft sand, ocean breezes, and the sound of waves create an unforgettable setting. Whether barefoot and intimate or a grand shoreline celebration, our expert coordination and coastal charm make your day seamless and stunning.

Ceremony: 250

Banquet: 250

Cocktail Reception: 250

[View Virtual Tour](#)



## Spindrift Pavilion

In the heart of the Club's storied grounds, the Spindrift Pavilion blends legacy with natural beauty. Once part of the original clubhouse, this outdoor venue offers a timeless setting framed by manicured gardens and its signature duck pond. With warm ambiance and a touch of old-world romance, it's where tradition and celebration meet.

Ceremony: 250

Banquet: 250

Cocktail Reception: 250

[View Virtual Tour](#)





# Club Dining Patio

Tucked beside the pool deck and steps from the sand, the Club Dining Patio offers Spanish-style charm with a wood-fired pizza oven and rustic marketplace. Ideal for rehearsal dinners, receptions, or intimate weddings, it blends coastal ease with Old California character—perfect for elevated yet effortless celebrations.

Ceremony: 150

Banquet: 180

Cocktail Reception: 180

[View Virtual Tour](#)





# La Sala Ballroom

La Sala Ballroom, the Club's largest indoor venue, blends coastal charm with versatility. Steps from the sand and adjacent to the Seabreeze Patio, it's ideal for ceremonies, receptions, and elegant dinners. Soft lighting, warm tones, and flexible layouts create a beautiful canvas, while its indoor-outdoor flow is perfect for cocktails, al fresco dining, or dancing under the stars.

Ceremony: 150

Banquet: 120

Cocktail Reception: 150

[View Virtual Tour](#)





# The Walnut Lounge

The Walnut Lounge is a warm, wood-paneled retreat with panoramic ocean views. Ideal for intimate gatherings or a quiet escape, it features plush seating, rich textures, and a refined, residential feel. Once a favorite of longtime members and notable guests, it offers comfort, character, and timeless hospitality.

Cocktail Reception: 75

# La Jolla Shores Hotel

Available Venues







# La Jolla Shores

Say 'I Do' where the ocean meets the shore. At La Jolla Shores Hotel, your love story unfolds on soft sand with sea breezes and the sound of waves as your soundtrack. From intimate barefoot vows to grand waterfront celebrations, we offer a stunning setting, seamless coordination, and permit facilitation for your day. Beach events are not available in July or August.

Ceremony: 300



## Acapulco & Terrace

Perched two stories above the Pacific, Acapulco offers panoramic views and relaxed California elegance—perfect for receptions, toasts, or private moments. Bathed in natural light and opening onto a private deck, it invites guests to enjoy ocean breezes, golden sunsets, and the laid-back charm of La Jolla Shores for gatherings from welcome cocktails to after-parties.

Cocktail Reception: 100

Banquet: 80

[View Virtual Tour](#)





## La Jolla Ballroom & Patio

Just steps from the beach, the La Jolla Ballroom is a bright, breezy indoor-outdoor venue ideal for intimate gatherings, receptions, or rehearsal dinners. Floor-to-ceiling windows and a private patio framed by hacienda-style architecture blend seaside charm with a refined, residential feel—perfect for sunlit celebrations and heartfelt moments.

### LA JOLLA

Cocktail Reception: 80

Banquet: 60

[View Virtual Tour](#)

### PATIO

Cocktail Reception: 75

Banquet: 50





# Shores Lawn

Just steps from the sand, the Shores Lawn offers golden sunlight, ocean breezes, and sweeping Pacific views for unforgettable 'I do's.' Ideal for intimate ceremonies or grand celebrations under the stars, it blends natural beauty with relaxed California elegance—where memories are made and love stories begin.

Cocktail Reception: 120

Banquet: 100

[View Virtual Tour](#)



# Garden Patio

A hidden gem just steps from the sand, the Garden Patio offers a serene, sunlit setting surrounded by lush greenery and coastal charm. Perfect for ceremonies, receptions, or intimate gatherings, it blends privacy, ocean air, and a romantic, residential feel—ideal for toasts, mingling, and heartfelt moments.

Cocktail Reception: 250

Banquet: 200

[View Virtual Tour](#)



# Wedding Packages

Package prices begin at \$160 per person

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## CEREMONY INCLUSIONS

Ceremony venue  
House garden chairs  
Water Station  
Sound system with lavalier mic and speakers

## RECEPTION INCLUSIONS

Reception venue  
House tables, chairs, and white linens  
Champagne toast  
Two-course plated dinner or stationed buffet  
Coffee & tea service



*Our wedding packages start at \$160 per guest and can be tailored to reflect your personal style while honoring the timeless legacy of the setting. Each package is designed for a minimum of fifty (50) guests.*



# Start Planning

All wedding packages are based on a minimum of fifty (50) guests.

Packages begin at \$160 per guest.

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01

## **HORS D'OEUVRES**

Choice of three tray-passed hors d'oeuvres

02

## **PLATED OR STATIONED BUFFET**

Choice of two-course plated dinner service or stationed buffet

03

## **SPARKLING TOAST**

One glass of sparkling wine or non-alcoholic sparkling cider per person

04

## **COFFEE & TEA SERVICE**

Freshly brewed coffee and tea following dinner service

# Hors D'Oeuvres

May be displayed or tray passed  
Select up to three

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## CHILLED

### **Bruschetta (VG)**

vine-ripened tomato, basil, parmesan,  
garlic crostini

### **Gazpacho Shooter (VG)**

yellow pepper coulis, cucumber, basil tips

### **West Coast Oyster**

ponzu, jalapeño

### **Cali Shrimp Cocktail**

citrus zest, cocktail sauce

### **Beef Tartare**

capers, mustard, potato chips

### **Melon & Prosciutto**

compressed melon, fresh mint

## WARM

### **Vegetable Spring Roll**

sweet chili sauce

### **Tomato Arancini**

fontina cheese, basil pesto

### **Lump Crab Cake**

served with spicy aioli

### **Coconut Shrimp Skewer**

sriracha mayo

### **Tandoori Chicken Satay**

coriander yogurt

### **Lamb Lollipop**

mint & rosemary crust, charred tomato relish



# Dinner Buffets

Minimum of twenty (50) guests | Priced per person

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## **COASTAL BAJA**

\$160 per person

A vibrant celebration of Baja-inspired flavors

### **Tortilla Chips**

salsa fresca and guacamole

### **Baja Tortilla Soup**

smoked chicken, crispy tortilla, avocado

### **Southwest Salad**

local greens, black beans, grilled chayote, cherry tomato, tortilla strips, cotija, avocado lime dressing

### **Roasted Corn Esquites**

epazote, cotija cheese, chile lime crema

### **Melon and Tropical Fruits**

cucumber, fresh lime, tajin

### **Pescado Vera Cruz**

seabass with stewed tomato sauce, green olives, roasted peppers, fried capers

### **Chicken Enchiladas**

guajillo chile sauce, Monterey Jack cheese, cilantro crema, cilantro onions

### **Carne Asada**

citrus-marinated flank steak

### **Traditional Mexican Sides**

refried black beans, Spanish rice, flour & corn tortillas, house-fried tortilla chips

### **Caramel Flan**

creamy custard topped with a smooth, golden caramel sauce.

### **Tres Leches Cake**

slivered almonds and shaved chocolate

### **Classic Churros**

served warm, dusted with cinnamon sugar

## **ALL AMERICAN COMFORT**

\$160 per person

A hearty, elevated spin on American classics

### **Tomato Bisque**

with cheddar cheese croutons

### **Watermelon Panzanella Salad**

cucumber, red onion, cherry tomato, arugula, feta cheese, fresh mint, lime vinaigrette

### **White Rose Potato Salad**

hard-boiled eggs, gherkin pickles, capers, sherry vinegar, fresh herbs

### **Grilled Chicken Thighs**

honey chipotle marinade, cilantro gremolata

### **Barbeque Brisket**

peppercorn crusted, bbq sauce, pickled piparras

### **Creole Shrimp**

dirty rice, andouille sausage, holy trinity, basmati rice

### **Grilled Seasonal Vegetables**

a medley of market-fresh vegetables, fire-grilled and lightly seasoned

### **Mac and Cheese**

cavatappi pasta, aged cheddar, gouda, garlic parmesan crust

### **Fresh-Baked Parker House Rolls**

salted honey butter

### **Apple Crumble Bars**

buttery shortbread crust layered with spiced apples and a golden crumble topping

### **S'mores Squares**

graham cracker crust, rich chocolate filling, and toasted marshmallow topping

### **Salted Caramel Brownies**

fudgy chocolate brownies swirled with house-made salted caramel and a hint of sea salt

# Dinner Buffets

Minimum of twenty (50) guests | Priced per person

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## LA JOLLAN

\$175 per person

A vibrant celebration of Baja-inspired flavors

### Artisan Cheese Board

chef's choice curated assortment

### Clubhouse Salad

mesclun greens, poached pears, Persian cucumbers, grape tomatoes, shaved carrots, seasonal vinaigrette

### Heirloom Beet Salad

petite mustard greens, feta, pistachio vinaigrette

### Super Green Grain Salad

kale, chopped broccoli, wheat berries, amaranth, dates, walnuts, green goddess dressing

### Seared Icelandic Salmon

Italian salsa verde, blistered tomatoes

### Pan Seared Chicken Piccata

grilled artichokes, lemon caper sauce

### Beef Tenderloin Tips

mushroom sauce

### Rice Pilaf

glazed pecans & garden herbs

### Grilled Seasonal Vegetables

a medley of market-fresh vegetables, fire-grilled and lightly seasoned

### Flourless Chocolate Cake

dark chocolate, dusted cocoa

### Strawberry Cheesecake

topped with macerated strawberries and a buttery graham cracker crust

### Stone Berry Opera Cake

almond sponge, berry compote, and berry-infused buttercream with a smooth chocolate glaze

## ITALIAN TABLE

\$175 per person

A rustic feast featuring house-made specialties

### Artisan Cheese Board

chef's choice curated assortment

### Farmers Market Minestrone

seasonal vegetables, stewed tomato, kidney beans, croutons

### Wild Arugula Salad

shaved fennel, parmesan cheese, sourdough crumble, lemon sumac vinaigrette

### Caprese Salad

vine-ripened tomatoes, burrata, fresh basil

### Pesca Puttanesca

cherry tomatoes, olives, capers, anchovy

### Tuscan Braised Short Ribs

pearl onions, mushrooms, chianti reduction, creamy polenta

### Chicken a la Vodka

tomato cream sauce with calabrian chili, blistered tomatoes, fresh basil

### Rigatoni with Ricotta-Basil Pesto

toasted pine nuts

### Grilled Seasonal Vegetables

a medley of market-fresh vegetables, fire-grilled and lightly seasoned

### Tiramisu

mascarpone mousse, espresso-soaked lady fingers, turbinado crumble

### Pistachio Cheesecake Bars

creamy cheesecake infused with pistachio over a crisp cookie crust, finished with chopped nuts

### Lemon Meringue Bars

tangy lemon curd on a buttery shortbread base, topped with toasted meringue



# Plated Dinner

Meal Indicators required to be provided by the client | Final guarantee and split entrée counts due five (5) business days in advance | The highest-priced entrée selected will apply to all guests.

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## **TWO-COURSE PLATED DINNER**

Pre-select one starter and up to three entrée selections, including vegetarian.

### **STARTERS**

*Select one soup or salad*

#### **SOUP**

##### **Vine-Ripened Tomato Soup**

olive oil, basil, crostini

##### **Clam Chowder**

bacon, potatoes, white clams, oyster crackers

##### **Lobster Bisque**

rich shellfish broth finished with cream

##### **Butternut Squash**

chantilly, pepitas, chili oil

#### **SALAD**

##### **Baby Spinach Salad**

strawberries, goat cheese, candied walnuts,  
white balsamic vinaigrette

##### **Wild Arugula Salad**

shaved fennel, parmesan cheese, sourdough  
crumble, lemon sumac vinaigrette

##### **Mesclun Greens Salad**

shaved vegetables, carrots, radish, beets, citrus  
vinaigrette

##### **Caesar Salad**

romaine hearts, parmesan, brioche croutons,  
preserved lemon, Caesar dressing

##### **Iceberg Wedge**

applewood smoked bacon, cherry tomatoes,  
pickled red onions, buttermilk blue cheese  
dressing

# Plated Dinner

Meal Indicators required to be provided by the client | Final guarantee and split entrée counts due five (5) business days in advance | The highest-priced entrée selected will apply to all guests.

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## TWO-COURSE PLATED DINNER

Pre-select up to three entrée selections, including vegetarian.

### COASTAL CLASSICS

\$160 per person

#### Roasted Halibut

orzo pasta, grilled summer squash, sauce vierge

#### Artichoke Ravioli

lemon cream sauce, basil, blistered tomatoes, garlic crumble

#### Braised Beef Short Rib

creamy polenta, braised spinach, Italian white bean ragu, lemon parsley gremolata

### LEGACY BY THE SEA

\$195 per person

#### Diver Scallops

herbed fregola with red pepper pesto and roasted squash, toasted almond gremolata, chive oil

#### Miso Sea Bass

carrot ginger purée, choy sum, scallion curls

#### Barrel Cut 8 oz Filet Mignon

truffle mashed potatoes, confit tomato, asparagus, peppercorn demi-glace

### THE DRIFT WOOD TABLE

\$175 per person

#### Icelandic Salmon

roasted seasonal vegetables, caper citrus beurre blanc

#### Pasture-Raised Chicken Breast

smashed white rose potatoes, braised spinach, Calabrian chimichurri

#### NY Strip Steak

celeriac purée, roasted root vegetables, peppercorn demi

### VEGETARIAN

#### Butternut Squash Ravioli V

sage brown butter sauce, rainbow chard, pomegranate arils

#### Cremini Mushroom Ravioli V

bloomsdale spinach, truffle oil, basil

### VEGAN

#### Roasted Cauliflower Steak VG

cauliflower purée, pepita & raisin gremolata

#### Roasted Japanese Eggplant VG

zucchini ribbons, onion soubise, roasted cherry tomato, pine nut pepper relish



# Enhancements

Substitute or enhance any stationed buffet or plated entree selection.

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## **ADD-ON MENU ENHANCEMENTS**

*priced per person*

**Wagyu Beef Striploin** | +\$25

**Butter-Poached Twin Lobster Tails** | +\$35

**Duo Entree Course** | +\$35

**Artisan Bread & Butter Service** | +\$12

trio of cultured butters - smoked sea salt and citrus herb

warm rosemary focaccia with olive oil & balsamic

## **ADD-ON BEVERAGE ENHANCEMENTS**

**Coursed Wine Pairings** | MP

**Tablesides Wine Service** | MP

# Kids' Table & Vendor Meals

Available for children, ages 3-11

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## CLASSIC KIDS' TABLE

\$38 per child

### Entree

*select one*

#### Grilled Chicken Breast

mashed potatoes, green beans

#### Mini Cheeseburger Sliders

shoestring fries

#### Macaroni & Cheese

buttered broccoli

**Pasta with Butter or Marinara** (Gluten-Free Available)

### Dessert

*select one*

#### Seasonal Fruit Sorbet

#### Assorted Baked Sweets

## VENDOR MEALS

\$65 - \$85 per person

### Chef's Assorted Sandwiches | \$48

*select one*

#### Chicken Salad Wrap

roasted pulled chicken, herbed aioli, grapes, hearts of romaine

#### Turkey Club Wrap

applewood smoked bacon, provolone, tomato, butter lettuce

#### Mediterranean Vegetable Wrap

hummus, cucumber, tomato, feta, chickpea salad, sprouts

### Plated Wedding Entree | \$68

select lower priced plated entrée & vegetarian entrée

chef's choice seasonal accompaniments



# Hosted Bar on Consumption

All prices are based on hosted bar service

Bartender required at \$150/each - 1 bartender per 75 guests

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## **HOUSE LIQUORS | \$18**

Rigby Vodka  
Seagram's Gin  
Cane Run Light Rum  
Pueblo Viejo Blanco Tequila  
Cutty Sark Blended Scotch Whisky  
Redwood Empire Bourbon

## **PREMIUM LIQUORS | \$21**

Ketel One Vodka  
Tanqueray Gin  
Captain Morgan Spiced Rum  
Herradura Silver Tequila  
Maker's Mark Bourbon  
Johnnie Walker Black Label Scotch Whisky

## **LIQUEURS & CORDIALS**

Individually priced, upon request only  
Frangelico | \$13  
Amaretto Disaronno | \$14  
Baileys Irish Cream | \$14  
Kahlúa | \$14  
Grand Marnier | \$16  
Courvoisier VS | \$17  
Rémy Martin VSOP Cognac | \$18

## **BEER SELECTIONS**

### **Domestic Bottled Beer | \$8**

Bud Light, Budweiser, Coors Light, Miller

### **Imported Bottled Beer | \$10**

Amstel Light Lager, Corona Extra, Fuller's  
London Pride, Guinness Draught, Heineken  
Pale Ale, Pacifico, Stella Artois

### **Craft Bottled Beer | \$12**

AleSmith Pale Ale, Ballast Point Sculpin IPA,  
Best Day Brewing (Non-Alcoholic), Green Flash  
West Coast IPA

## **NON-ALCOHOLIC BEVERAGES**

Bottled Still or Sparkling Water | \$7 each  
Soft Drinks (Coke, Diet Coke, Sprite) | \$5 each  
Individually Bottled Juices | \$7 each

## **HOUSE WINE**

House Red | \$50 per bottle  
House White | \$50 per bottle  
House Sparkline | \$50 per bottle

# Hosted Bar Packages

All prices are based on hosted bar service

Bartender required at \$150/each - 1 bartender per 75 guests

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## **STANDARD**

\$40 per person for the first hour

\$28 per person for each additional hour

Rigby Vodka  
Seagram's Gin  
Cane Run Light Rum  
Pueblo Viejo Blanco Tequila  
Cutty Sark Blended Scotch Whisky  
Redwood Empire Bourbon  
Chardonnay – Estancia  
Cabernet Sauvignon – Estancia  
Domestic, Imported & Craft Beers  
Soft Drinks, Bottled Juices & Bottled Water

## **BEER & WINE**

\$45 for the first hour

\$33 for each additional hour per person

Sauvignon Blanc – California Grown  
Chardonnay – California Grown  
Cabernet Sauvignon – California Grown  
Pinot Noir – California Grown  
Domestic, Imported & Craft Beers  
Soft Drinks, Bottled Juices & Bottled Water

## **PREMIUM**

\$50 per person for the first hour

\$28 per person for each additional hour

Ketel One Vodka  
Tanqueray Gin  
Captain Morgan Spiced Rum  
Herradura Silver Tequila  
Maker's Mark Bourbon  
Johnnie Walker Black Label Scotch Whisky  
Chardonnay  
Sauvignon Blanc  
Cabernet Sauvignon  
Pinot Noir  
Domestic, Imported & Craft Beers  
Soft Drinks, Bottled Juices & Bottled Water

# Wine Cellar

Wines by the bottle

Corkage Fee: \$35 per 750ml bottle

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## **SPARKLING**

Caposalto Prosecco, Italy | \$58

Mumm Napa Brut, Napa Valley, CA | \$62

Domaine Carneros Brut, Napa Valley, CA | \$88

Roederer Estate Brut, Anderson Valley, CA | \$75

## **CHAMPAGNE**

Nicolas Feuillatte Brut, Épernay, France | \$147

Taittinger La Française Brut, Épernay, France | \$155

Veuve Clicquot Ponsardin Brut, Reims, France | \$224

Dom Pérignon Brut, Moët & Chandon, Épernay, France | \$410

## **SAUVIGNON BLANC**

Ferrari-Carano, Fume Blanc, Sonoma County, CA | \$65

Better Half, Marlborough, New Zealand | \$50

DAOU, Paso Robles, CA | \$60

## **PINOT GRIS / PINOT GRIGIO**

Pinot Gris “J”, California | \$60

Pinot Grigio, Kettmeir, Alto Adige, Italy | \$70

## **CHARDONNAY**

Estancia, Central Coast, CA | \$50

La Crem, Monterey, CA | \$58

Cambria “Katherine’s Vineyard”, Santa Maria Valley, CA | \$60

Sonoma-Cutrer, Russian River, Sonoma, CA | \$70

Grgich Hills Estate, Napa Valley, CA | \$140

## **PINOT NOIR**

Sean Minor, Carneros, Sonoma, CA | \$75

J Lohr, Fog’s Reach, Central Coast, CA | \$110

EnRoute, Russian River Valley, CA | \$125



# Wine Cellar

Wines by the bottle

Corkage Fee: \$35 per 750ml bottle

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## **CABERNET SAUVIGNON**

Estancia, Paso Robles, CA | \$50

Arrowood, Sonoma, CA | \$80

DAOU, Paso Robles, CA | \$75

Franciscan Estate, Oakville, Napa Valley, CA | \$50

Decoy, Sonoma, CA | \$70

Post & Beam, Napa Valley, CA | \$120

Silver Oak, Alexander Valley, CA | \$268

## **OTHER REDS**

Matanzas Creek Merlot, Bennett Valley, Sonoma, CA | \$155

Hill Family Estate Syrah, Napa Valley, CA | \$85

Muga Reserva Tempranillo, Rioja, Spain | \$120

# Signature Cocktails

Handcrafted with premium spirits, fresh ingredients, and coastal charm.

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## **THE LA JOLLA SPARKLER | \$18**

Prosecco, Elderflower Liqueur, Lemon Twist, Fresh Thyme

Effervescent, floral, and perfect for a seaside toast.

## **SHORELINE SMASH | \$18**

Bourbon, Muddled Mint, Blackberry, Fresh Lemon

Bold yet refreshing with a nod to rugged coastal cliffs.

## **PACIFIC PALOMA | \$18**

Blanco Tequila, Fresh Grapefruit Juice, Lime, Sea Salt Rim

A crisp coastal take on the Mexican classic.

## **GOLDEN HOUR MARGARITA | \$18**

Reposado Tequila, Grand Marnier, Lime, Agave, Orange Zest

Smooth and golden—just like a sunset over the sand.

## **THE CLUB MOJITO | \$18**

White Rum, Fresh Mint, Lime Juice, Cucumber, Splash of Soda

A cooling classic, elevated with a garden-fresh twist.

## **LAVENDER GIN FIZZ | \$18**

London Dry Gin, Lavender Syrup, Lemon, Egg White, Soda

Elegant, airy, and softly herbaceous  
Ideal for warm evenings.

## **COVE COOLER (NON-ALCOHOLIC) – \$10**

Cucumber, Mint, Lime, Coconut Water, Soda  
Light, hydrating, and perfect for guests of all ages



# Catering Services

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## **CATERING SALES MANAGER**

Your Catering Sales Manager will be your primary hotel contact throughout the planning process. They will familiarize you with the grounds and ambiance of our property while supporting you as you finalize your wedding plans.

- Create an initial estimate of charges, including food & beverage pricing, deposit schedule, and final payment timeline
- Reserve your event space and provide an event agreement
- Provide a guestroom agreement (upon request and subject to availability)
- Recommend trusted outside professionals for music, floral, photography, officiants, invitations, and wedding coordination through our Preferred Vendor List
- Act as a menu consultant for all food and beverage selections
- Prepare detailed Banquet Event Orders outlining your event specifics
- Create a floor plan of your function space to assist with seating arrangements
- Oversee the setup of your ceremony and reception space, food preparation, and hotel operations
- Serve as an additional liaison between your wedding planner and our hotel team
- Ensure a seamless transition to the hotel's banquet captain on your wedding day after your grand entrance
- Review banquet checks for accuracy before final billing



# Wedding Planner

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## **YOUR PROFESSIONAL WEDDING COORDINATOR**

To ensure a seamless and flawless experience, a professional wedding coordinator is required for all weddings. Your coordinator will serve as your guide and point person, assisting you throughout the planning process and on the day of your celebration.

### **Your coordinator's responsibilities include**

- Advising on etiquette and protocol for invitations, family matters, ceremony, and toasts
- Creating a detailed wedding day timeline, covering both ceremony and reception
- Organizing and leading your ceremony rehearsal
- Communicating instructions and reminders to the wedding party on the day of the event
- Confirming all details with your selected vendors in the days leading up to the wedding
- Acting as liaison with your family, wedding party, band/DJ, florist, photographer, and other vendors
- Delivering and arranging ceremony programs, escort cards, place cards, favors, and personal items
- Coordinating the ceremony, including arranging the wedding party and cueing music
- Managing the reception flow, including the grand entrance, first dance, toasts, cake cutting, and other key moments
- Partnering with vendors and the hotel's banquet captain to ensure timely execution of all elements
- Collecting and/or storing personal items at the conclusion of the reception
- Organizing wedding gifts and ensuring safe delivery to your room or designated location
- Providing full-service coordination, from engagement through your honeymoon, as desired