

# weddings

BY RENAISSANCE® HOTELS



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BY RENAISSANCE® HOTELS

The ceremony and reception are just the beginning. Let the romance continue. Imagine a gorgeous honeymoon suite with champagne, chocolate-covered strawberries and breakfast in bed. Choose from our romantic honeymoon packages, available at more than 150 hotels and resorts worldwide, for a unique destination wedding.

## OUR HOTEL

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### General Information

#### **PARKING**

The hotel is connected to a covered parking garage offering both valet and self parking. The garage is owned and operated by Standard Parking who controls all parking rates. Reduced rates are available in the evenings after 4:00 PM.

#### **GUEST COUNT**

Your final guarantee of attendance is due 72 business hours prior to the event. At that point, it is possible to increase the guest count number but not reduce the number below your final guaranteed count. If guests exceed the guarantee, appropriate charges will be incurred.

#### **SERVICE CHARGE AND SALES TAX**

A 22% taxable service charge and applicable state sales tax will be added to all food and beverage charges as well as any audio visual equipment charges and function room set-up/rental fees.

#### **REDUCED GUESTROOM RATES**

The Renaissance is happy to provide a block of guest rooms at a reduced rate for the weekend of your event. Rates do not include applicable taxes or parking. Rooms are subject to availability.



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At Renaissance, we take special care of our guests and their needs. Our expertise in making your special day even more special extends to helping you choose all the right enhancements to your wedding day. Here is a list of our preferred vendors who have successfully worked with our hotel to ensure only the very best service for our guests. Please feel free to consult with us to make the perfect match.

## OUR HOTEL

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### Preferred Vendors

#### COORDINATORS/ DECOR

Ace of Events  
Ani Sandhu, President | Event Consultant  
1 888 808 2233  
info@aceofevents.com  
www.aceofevents.com

Nivanjoli  
Prabha Bhambri | Décor, Planning, and Florist  
703 759 0068  
www.nivanjoli.com

Partyland  
Sachi Sood | Flowers and Event Décor  
301 417 0930  
www.partylandflowers.com

Rose Events  
Ruchir Mewawala | Event Planning  
732 904 0510  
www.roseevents.com



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## Preferred Vendors continued

### BAKERIES

Charm City Cakes  
410 235 9229  
[www.charmcitycakes.com](http://www.charmcitycakes.com)

SugarBakers  
410 788 9478  
[www.sugarbakerscakes.com](http://www.sugarbakerscakes.com)

### FLORIST

J.J. Cummings  
410 664 1100

Flowers by Chris  
410-727-3434  
[www.flowersbychris.com](http://www.flowersbychris.com)

Crimson and Clover  
410 534 LILY  
[www.crimsonandcloverdesigns.com](http://www.crimsonandcloverdesigns.com)

Flowers and Fancies  
410 653 4123  
[www.flowersandfancies.com](http://www.flowersandfancies.com)

### MUSIC

Bialek's Music  
Robin Gordon 410 484 7978  
[www.bialeksmusic.com](http://www.bialeksmusic.com)

Washington Talent  
Alana Shore 410 356 1500  
[www.washingtontalent.com](http://www.washingtontalent.com)

Elan Artists  
Jeff Adams 800 933 7917  
[www.elanartists.com](http://www.elanartists.com)

### DÉCOR

Party Rentals  
410 931 4580  
[www.partyrentalltd.com](http://www.partyrentalltd.com)

Table Toppers  
Patti Boyle 410 769 9339

### PHOTOGRAPHY

Hamilton Photography  
410 267 6090  
[www.mhamiltonphoto.com](http://www.mhamiltonphoto.com)

Shane Carpenter  
888 744 8529  
[www.shanecarpenterweddings.com](http://www.shanecarpenterweddings.com)

Jen Lowe 410 913 0803  
[www.jlowephotos.com](http://www.jlowephotos.com)

James Roy Fine Art Photography  
301 206 0483  
[www.jamesroyphotography.com](http://www.jamesroyphotography.com)

### VIDEO

Blue Sky Films  
202 841 8874  
[www.blueskyfilms.com](http://www.blueskyfilms.com)

Elan Artists  
800 933 7917  
[www.elanartists.com](http://www.elanartists.com)

### TRANSPORTATION

Universal Limo  
443 413 3333  
[www.rideuniversal.com](http://www.rideuniversal.com)

American Limousine Service  
410 522 0400  
[www.amerlimo.com](http://www.amerlimo.com)

ZBest Limousine Service  
1 800 406 0301  
[www.zbestlimo.com](http://www.zbestlimo.com)

### PRE-APPROVED CATERERS

Royal Taj – Fine Indian Cuisine  
410 381 1111  
[www.royaltajmd.com](http://www.royaltajmd.com)

Indique Heights- Fine Indian Cuisine  
301 656 4822  
[www.indiqueheights.com](http://www.indiqueheights.com)

Akbar – Baltimore  
410 381 3600  
[www.akbar-restaurant.com](http://www.akbar-restaurant.com)



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## IT'S ABOUT TRADITION.

We can accommodate every wish and family tradition for your ceremony, offering spectacular venues to make your fairy tale wedding absolutely perfect.

## CEREMONY

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The jewel-toned colors in our ballrooms offer a striking backdrop for your event. With both indoor and outdoor venues, we have several flexible options for your ceremony.

Pricing will vary depending on the room selected and time frame needed; please consult with your Catering Sales Executive for availability and pricing. We are also delighted to recommend popular ceremony venues that are near the hotel.

The Ceremony Fee Includes the Following Services:

Ceremony Set Up

Staging

Chairs

Private Holding Room for the Bride and Her Attendants

Audio Sound Package\*

Ceremony Breakdown

\*Includes Wireless Hand Held Mic, Wireless Lavalier Mic, Mixer, CD/iPod/iPad Patch and Speakers



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## DISCOVER THE EXPERIENCE.

When it comes to tying the knot, Marriott® Certified Wedding Planners are an important part of your special day. Our expert wedding event planners provide complimentary services, handling all of the event details and working closely with you and your own wedding planner to ensure the perfect wedding.

## RECEPTION

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The Renaissance Hotel is pleased to offer both four or five hour wedding receptions with an open bar or non-alcoholic options

*The following items are included in all packages:*

Tables, chairs, staging, risers, dance floor, podium.

Floor length ivory linens, napkins, skirting, beverage napkins.

China, glassware, silverware, chafing equipment.

Trained and uniformed service staff at levels based on the function.

A premier, full-service banquet facility

Renaissance Certified Wedding Event Planner

A harbor view suite for the bride and groom for the wedding night

Complimentary delivery of your welcome gift bags to guest rooms

Special room rates for your overnight guests

Complimentary votive candles on each banquet table

Total of 50,000 Marriott Rewards points for your dream honeymoon



## PACKAGE OPTIONS

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### Package Options:

Four Hour  
Top Shelf Open Bar Service

### Sunday- Friday

\$84.00 per person

### Saturday

\$97.00 per person

Five Hour  
Top Shelf Open Bar Service

\$94.00 per person

\$107.00 per person

Five Hour  
Non-Alcoholic Beverage Service

\$70.00 per person

\$87.00 per person

### Staffing Recommendations:

The staffing ratio will be one server per 50 guests for reception and one server per 20 guests for dinner. Additional servers are available at \$150.00 per server for two hours & \$25.00 for each additional hour.

\*One bartender per 75 attendees included (Additional Bartenders provided at \$225 each)

Attendants are available at \$150.00 per attendant for two hours & \$25.00 for each additional hour. Should the event be extended past the included package hours there will be a charge of \$10.00 per guest per hour.

### Outside Caterer Approval

The hotel is concerned first and foremost with the wellbeing of the guests attending the banquet functions in the Hotel. As a result, the Director of Food and Beverage must approve all caterers providing food to guests of the Renaissance Hotel. This approval must be received prior to the caterer's entry into the service areas of the Hotel. The concerns to be guarded against for future events involve (but are not limited to) sanitation, safe work practices, quantity of food prepared and consideration to the facility. Approval of outside caterers is the responsibility of the organization booking the event and is independent and not contingent to the confirmation of function space. Please consult your Catering Sales Manager for a list of caterers approved in the past as well as the criteria for approving additional caterers.

### Outside Catering Brunch

The Renaissance Hotel will be happy to provide a private room for brunch the morning after the wedding. If special outside catering is required, there will be a charge of

\$25.00 per person inclusive of service charge and tax.

This price

will include the private room for two hours, tables, chairs, linens, china, glassware, stemware, set up and break down of the room. This package includes non-alcoholic beverages only.

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## Vendor Insurance Policy

All vendors contracted by the client are required to follow policies and guidelines set forth at the Renaissance Hotel. All Vendors will be required to sign a vendor waiver form and show proof of adequate insurance.

## Outside Caterer Approval

The hotel is concerned first and foremost with the wellbeing of the guests attending the banquet functions in the Hotel. As a result, the Director of Food and Beverage must approve all caterers providing food to guests of the Renaissance Hotel. This approval must be received prior to the caterer's entry into the service areas of the Hotel. The concerns to be guarded against for future events involve (but are not limited to) sanitation, safe work practices, quantity of food prepared and consideration to the facility. Approval of outside caterers is the responsibility of the organization booking the event and is independent and not contingent to the confirmation of function space. Please consult your Catering Sales Manager for a list of caterers approved in the past as well as the criteria for approving additional caterers.

## RECEPTION GENERAL INFORMATION

### Hotel Equipment

The Hotel provides an appropriate amount of equipment (i.e. chairs, tables, risers, etc.) proportional to the amount of contracted function space. There may be additional charges in order to accommodate extraordinary room set-ups and designs.

### Beverage-Alcohol Service

The Hotel's Maryland Liquor License requires that the Hotel purchase all alcoholic-beverage served in the Hotel. Due to liability reasons, only the Hotel staff may serve alcoholic-beverages.

### Kosher Kitchen Stewarding Fee

Additional preparation is required to accommodate kosher caterers. This preparation includes deep cleaning ovens and other cooking equipment in preparation for kosher blessing and handling outside caterer's china, glassware and silverware before and after the event. The labor fees for this service is \$750 plus tax.

### Kosher Equipment

The hotel does not own kosher equipment. The caterer may use hotel equipment that can be adequately sanitized and blessed for kosher use. The caterer will need to work around the availability of the hotel equipment. Dedicated kosher equipment will be the responsibility of the caterer or organization to secure.

### Minimum Revenues

A total Food and Beverage revenue minimum will apply to the event. The minimum is determined by the event space required and a minimum package price per person. Minimums may vary based on day of week and date of interest.



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## FINAL PAYMENT AND GUARANTEES

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### Deposits and Final Payment

A non-refundable deposit of 25-50% of the estimated charges is required along with a signed contract to secure space on a definite basis. The deposit amount varies based on the date of the event. A second deposit is required approximately six months prior to the event date, and final payment is required ten days prior to event. Acceptable methods of payment include: credit card, personal check, or certified check.

### Final Guarantee

The Final Guarantee for the event is required five (5) business days prior to the event.

### Outside Caterer Deposit

The Caterer must agree to be responsible for meeting all operating conditions established by the Director of Food and Beverage before or after approval is granted. In the event a caterer has not worked out of the Renaissance Hotel's kitchen, a \$5,000 deposit may be required. The purpose of this deposit is to ensure the caterer has a vested interest in maintaining the hotel's good standing in the community and maintaining the condition of the kitchen and service areas in good order. *This deposit will involve the caterer and the hotel and not the client hiring the caterer.* The deposit will be returned to the caterer following the successful completion of the event.

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## RECEPTION BAR

### Premium Bar Service (save \$5 per person) Includes:

Spirits: Gordon's Vodka, Cruzan Aged Light Rum, Gordon's Gin, Grant's Family Reserve Scotch, Jim Beam White Label Bourbon, Canadian Club, Jose Cuervo Especial Gold, & Korbel Brandy  
Wines to Include: Premium Level Chardonnay, Cabernet, and Merlot and Frexinet Champagne

Domestic Beer: Budweiser, Samuel Adams, Miller Lite & O'Douls

Imported Beer: Amstel Light, Corona, Heineken & Bass Ale

Non-Alcoholic: Assorted Soft Drinks & Bottled Waters

### Top Shelf Bar Service (included in pricing) Includes:

Spirits: Absolut 80 Vodka, Bacardi Superior and Captain Morgan Spiced Rum, Tanqueray Gin, Johnnie Walker Black Label, Maker's Mark, Jack Daniels, Canadian Club, Jose Cuervo 1800 Silver, Korbel Brandy

Cordials: Bailey's, Kahlúa, Amaretto DiSaronno & Grand Marnier

Wines: Top Shelf Level Chardonnay, Cabernet and Merlot, Korbel Champagne

Domestic Beer: Budweiser, Clipper City, Miller Lite, Yuengling & O'Douls

Premium Beer: Amstel Light, Corona, Heineken, Stella Artois & Sam Adams Non-Alcoholic: Assorted Soft Drinks & Bottled Waters

Non-Alcoholic: Assorted Soft Drinks & Bottled Waters

### Executive Brand Bar Service (add \$15 per person) Includes:

Spirits: Grey Goose & Ketel One Vodkas, Bombay Sapphire, Bacardi, Johnnie Walker Black, Chivas Regal, Knob Creek, Patron Silver, Crown Royal & Hennessy VS

Cordials: Bailey's, Kahlúa, Amaretto DiSaronno & Grand Marnier

Wines: Executive Level Chardonnay, Cabernet, and Merlot Selections, Korbel Champagne (choice of Brut or Rose)

Domestic Beer: Budweiser, Clipper City, Miller Lite, Yuengling & O'Douls

Premium Beer: Amstel Light, Corona, Heineken, Stella Artois & Sam Adams Non-Alcoholic: Assorted Soft Drinks & Bottled Waters

\*One bartender per 75 attendees included (additional bartenders at \$225 each)

### Specialty Beverage Stations:

Martini Bar with Assorted Vodkas and Mixers

Mojito Bar with Assorted Rums, Fruit and Mixers

Gourmet Coffee Bar with Chocolate Shavings, Flavored Syrups, and Cordials

\*Ice Luge Available for Additional Fee



## RECEPTION BAR continued

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### Wines by Renaissance

#### WHITE WINES

Mumm Napa "Brut Prestige" \$42  
Piper Sonoma Brut \$53  
Moet & Chandon Champagne \$130  
Snoqualmie Reisling "Naked" \$48  
Casa Lapostolle Sauvignon Blanc \$48  
Whitehaven Sauvignon Blanc \$67  
Ecco Domani Pinot Grigio \$48  
Ferrari-Carano Fume Blanc \$60  
Clos du Bois Chardonnay \$43  
William Hill Chardonnay \$47  
*\*Bonterra Chardonnay \$50*  
Sonoma Cutrer Russian River Ranches  
Chardonnay \$73

#### RED WINES

Mark West Pinot Noir \$50  
Kim Crawford Pinot Noir \$78  
Gloria Ferrer Pinot Noir \$75  
*\*Casa Lapostolle Merlot \$50*  
J. Lohr Estates Merlot \$61  
Duckhorn Merlot \$89  
Alamos Malbec \$42  
Rosemount Estate Shiraz \$44  
Aquinas Cabernet Sauvignon \$50  
Hess Select Cabernet Sauvignon \$58  
Ferrari-Carano Cabernet Sauvignon \$70  
Rodney Strong Cabernet Sauvignon \$72  
Rancho Zabaco Sonoma Heritage Vines Zinfandel \$55  
Rosenblum Vintner's Cuvee XXX Zinfandel \$48

#### HOUSE WINES

Freixenet Blanc de Blancs \$35  
Beringer Vineyards White Zinfandel \$40  
Stone Cellars by Beringer Pinot Grigio \$40  
Stone Cellars by Beringer Chardonnay \$40  
BV Century Cellars Chardonnay \$44  
Stone Cellars by Beringer Merlot \$40  
BV Century Cellars Merlot \$44  
Stone Cellars by Beringer Cabernet  
Sauvignon \$40  
BV Century Cellars Cabernet Sauvignon \$44

#### ADDITIONAL HOURS OF BAR

Premium Brands \$9  
Top Shelf Brands \$11  
Executive Brands \$14

*\*items listed in green are organic or made with organically grown grapes*

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A customary 22% taxable service charge will be applied to all prices. In addition, a 6% MD sales tax will be applied to food, audio visual equipment, room rental, labor and services. A 9% MD sales tax will be applied to alcohol related beverages, labor and services. Please consult your catering sales professional for additional menu selections. Prices and items are subject to change without notice due to availability. Prices honored through December 2012.



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**DISCOVER RENAISSANCE  
SIGNATURE DETAILS.**

We offer unparalleled services that your guests will appreciate, from valet parking and spacious guest rooms to private pre-reception areas, breathtaking indoor and outdoor ceremony and reception venues and specialty linens and chair covers, as well as many other wedding extras such as distinctively designed place cards, cake boxes and guestbooks. Renaissance can create a day that's special for everyone.

**SIGNATURE DETAILS**

- Dramatic Up Lighting \$45 per light
- Customized Gobo Light \$225 per light
- Chocolate Menu Cards \$10 per card
- Personalized Menu Cards Printed with Your Wedding Menu and Placed at Each Place Setting \$1 per card
- Rest Room Attendant \$225
- Specialty Dance Floor \$1200 and up
- Pin Spotting \$75 per single spot, \$150 per double spot

**AUDIO/VISUAL PACKAGES**

**Video Memories**

Screen, Projector and DVD	\$350
42" Plasma TV and DVD	\$175

<b>Specialty Lighting</b>	100 Guests	101-175	176 and Up
	\$675	\$975	\$1450

- LED Uplights
- Cake Spot
- Head Table Spot
- Monogram Gobo
- Breakup Patterns

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for more information visit  
[renaissancehotels.com/weddings](https://renaissancehotels.com/weddings)

