

# Your Next Chapter Starts Here.



2424 South Mission Street Mount Pleasant, MI 48858 989-989-4000 mtpcomfortinn.com

# Your Day.



Congratulations on your recent Engagement! We are delighted to hear you are interested in celebrating your special day at the Mt. Pleasant Comfort Inn and Suites Hotel & Conference Center. Our event staff led by our highly experienced Wedding Coordinator will be with you every step of the way to ensure your vision is brought to life and that your special day is everything you have ever dreamed of.

From a rehearsal dinner to hors d'oeuvres to the meal on your big day, our culinary team uses fresh ingredients to prepare every dish for your event in our kitchen located just a few steps away from our ballroom.

Our newly renovated courtyard has a paved path to a beautiful gazebo that is perfect for the outdoor Ceremony you have always dreamed of.



With our hotel connected to our conference center, your guests can enjoy a great place to stay without having to worry about transportation after a night filled of love, joy and of course fun!

It's your day. The Comfort Inn has everything you need to make your day worry free and your night a magical celebration.



Kate Amin Wedding Coordinator 989-956-0463 kamin@labellemgt.com



All Wedding Packages include the following amenities in addition to what is indicated on each package:

- o Champagne, Cheese, & Fruit Tray to the Bridal Suite
- o Discounted Sleeping Rooms for Your Guests
- o Menu tasting for up to 6 people
- o Champagne Toast & First Drink for Head Table
- o Cake Cutting Service
- o Bartending Service by ServSafe Certified Bartenders
- o Complete Set up & Tear down of Reception Space including:
  - o Decorations provided by Couples- Certain Restrictions Apply
  - o Head Table on a Riser
  - o All necessary Tables & Banquet Chairs
  - o Glassware, China, & Silverware

# Your Timeline.

Below is a Suggested Timeline for your Ceremony and Reception:



10:00am Room Ready – The Comfort Inn Staff will begin the set-up of your items and your vendors can begin to arrive

2:00pm Photos to begin (bridal party, immediate family, ect..)

4:00pm Ceremony to Begin





5:30pm Grand Entrance of Bridal Party followed by Toasts and Prayer

5:45pm Dinner to Begin

6:30pm Cake Cutting

6:35pm First Dance followed by Ceremonial Dances

7:00pm Dollar Dance (if desired)

8:00pm Garter and Bouquet Toss (if desired)



9:30pm Late Night Snack to go out (if desired)

10:45pm Last Call at the Bar

11:00pm Event to conclude

This is a suggested timeline based on many other special days. We want your day to be exactly that, yours! Talk to your wedding coordinator about a timeline that works for you, your vendors and all your guests!

All Weddings are planned for 7 Consecutive Hours

(1 hour for Ceremony, 6 hours for Reception)

This does not include set up time that will be made available as early as 10:00am-your coordinator will book set up and event time in your contract – additional event hours can be added at an additional cost to your quoted room rental fee. Room Rental Fees change based on package and amount of space required.

# Your Ceremony.



Our beautiful courtyard is the perfect place to celebrate your nuptials in an outdoor setting. Located adjacent to the ballroom and able to accommodate 350+ guests, the Courtyard features a lush green landscape, perennial florals, flowering trees and shrubs, and a winding path that leads to the gazebo. Under which you will experience the magical outdoor ceremony you've always wanted. Our Wedding Coordinator is here to transform the courtyard into your unique wedding experience and ensure your first memories together last forever. (\*we also offer a smaller second courtyard for more intimate ceremonies of 100 guests or less\*)

# Your Reception.



Our focus is on you and your day. Not sure which package is for you? All of our wedding packages are completely customizable, which allows you create the exact wedding you imagine. We customize each package for every style and budget!

# The Pearl 24.95 per person



# Hors D'oeuvres Selections

Your choice of one of the following:

- o Meatballs with BBQ or Swedish Sauce
- o Tortilla Chips and Queso with Salsa



# Dinner Menu Selection (Plated or Buffet)

#### Salad

Dinner Rolls & Butter Tossed House Salad

#### Main Course

Your Choice of One Entrée, One Potato or Rice, & One Vegetable

#### Beverages

Coffee, Tea, Milk, & Soft Drink service for the duration of reception



# The Pearl Wedding Package Includes:

Personal Wedding Coordinator for Rehearsal and Day of Event
(2) Night Stay in our Family Suite (serves as bridal dressing room morning of wedding)
Courtyard Ceremony with House Chairs, Gazebo & White Draping
House Centerpiece Options including:

- o 24" Vase with Four Votive Candles and a Mirror
- o Trio of Cylinders with White Floating Candles and a Mirror White  $90 \times 90$  Linens & White Napkins

\*Ask your Wedding Coordinator about adding on a Rehearsal Dinner or Gift Opening Breakfast

# The Pearl Menu Selections



### Entrées

- o Champagne Chicken
- o Herb Roasted Chicken

- o Chicken with Roasted Garlic Sauce
- o Bourbon Glazed Ham



## Potatoes & Rice

- o Baked Potatoes with Sour Cream
- o Garlic Mashed Potatoes

# Vegetables

- o Cauliflower, Broccoli, & Carrots
- o Buttered Sweet Corn

- o Roasted Red Skin Potatoes
- o Rice Pilaf
- o Green Beans
- o Steamed Carrots



- o Hot Spinach & Artichoke Dip serves 45-50 people \$75.00 per order
- o Tortilla Chips & Queso serves 45-50 people **\$65.00 per order**
- o Coney Dog Station including Hot Dogs, Chili, Shredded Cheddar Cheese, Onions, Ketchup & Mustard serves 20-25 people \$95.00 per order
- o Soft Pretzel Bites with Warm Beer Cheese Sauce serves 20-25 people \$75.00 per order

- o Two Topping Pizza \$16.00 per pizza
- o French Fry Bar including Chili, Cheese Sauce, Vinegar, Ranch & Ketchup serves 20-25 people \$85.00 per order
- o Slider Station including Burgers, Cheddar & Swiss Cheese, Lettuce, Tomato, Onions, Mayonnaise, Ketchup, & Mustard serves 20-25 people \$100.00 per order

# The Emerald 34.95 per person



# Hors D'oeuvres Selections

Your choice of two of the following:

- o Cheese & Cracker Assortment
- o Fresh Cut Fruit Display
- o Fresh Vegetable Tray
- Meatballs with Choice of BBQ or Swedish Sauce
- o Hot Spinach Dip with Warm Pita Chips
- o Mozzarella Sticks with Marinara Sauce



# Dinner Menu Selection (Plated or Buffet)

#### Salad

Dinner Rolls & Butter with your choice of one of the following:

- o Caesar Salad
- o Tossed House Salad
- o Deluxe Salad Bar including Iceberg Lettuce, Tomato, Cucumber, Cheddar Cheese, Red Onion & Croutons

#### Main Course

Your Choice of Two Entrées, One Potato or Rice, & One Vegetable

#### Beverages

Coffee, Tea, Milk, & Soft Drink service for the duration of reception



# The Emerald Wedding Package Includes:

Personal Wedding Coordinator for Rehearsal and Day of Event
(2) Night Stay in our Family Suite (serves as bridal dressing room morning of wedding)
Courtyard Ceremony with House Chairs, Gazebo & White Draping
House Centerpiece Options including:

- o 24" Vase with Four Votive Candles and a Mirror
- o Trio of Cylinders with White Floating Candles and a Mirror

Linen options including:

- o White, Ivory, or Black- 90x90 Linens
- o Choice of Colored Napkins

Choice of Gold or Silver Chargers

\*Ask your Wedding Coordinator about adding on a Rehearsal Dinner or Gift Opening Breakfast

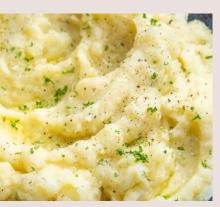
# The Emerald Menu Selections



# Entrées

- o Grilled Pesto Chicken
- o Herb Roasted Chicken
- o Chicken Marsala with Mushrooms
- o Roasted Pork Loin with Honey Herb Butter
- o Champagne Chicken
- o Chicken Carbonara

- o Chicken with Roasted Garlic Sauce
- o Bourbon Glazed Ham
- o Smoked Gouda & White Cheddar Macaroni & Cheese
- o Penne Alfredo
- o Four Cheese Meat Lasagna
- o Roasted Vegetable Lasagna



## Potatoes & Rice

- o Baked Potatoes with Sour Cream
- o Garlic Mashed Potatoes
- o Garlic Parmesan Rice

- o Roasted Red Skin Potatoes
- o Rice Pilaf
- o Roasted Yukon Gold Potatoes

# Vegetables

- o Cauliflower, Broccoli, & Carrots
- o Buttered Sweet Corn
- o Squash, Zucchini, & Carrots
- o Green Beans
- o Steamed Carrots



- o Hot Spinach & Artichoke Dip serves 45-50 people \$75.00 per order
- o Tortilla Chips & Queso serves 45-50 people **\$65.00 per order**
- o Coney Dog Station including Hot Dogs, Chili, Shredded Cheddar Cheese, Onions, Ketchup & Mustard serves 20-25 people \$95.00 per order
- o Soft Pretzel Bites with Warm Beer Cheese Sauce serves 20-25 people \$75.00 per order

- o Two Topping Pizza \$16.00 per pizza
- o French Fry Bar including Chili, Cheese Sauce, Vinegar, Ranch & Ketchup serves 20-25 people \$85.00 per order
- o Slider Station including Burgers, Cheddar & Swiss Cheese, Lettuce, Tomato, Onions, Mayonnaise, Ketchup, & Mustard serves 20-25 people \$100.00 per order

# The Sapphire 44.95 per person



# Hors D'oeuvres Selections

Your choice of two of the following:

- o Cheese & Cracker Assortment
- o Fresh Cut Fruit Display
- o Fresh Vegetable Tray
- o Meatballs with BBQ or Swedish Sauce
- o Hot Spinach Dip with Warm Pita Chips
- o Mozzarella Sticks with Marinara Sauce
- o Jalapeno Poppers
- o Bruschetta Display
- o Caprese Skewers
- o Fried Mushrooms
- o Bacon Wrapped Water Chestnuts
- o Sausage & Cheese Stuffed Mushrooms



### Dinner Menu Selection (Plated or Buffet)

#### Salad

Dinner Rolls & Butter with your choice of one of the following:

- o Caesar Salad
- o Tossed House Salad
- o Deluxe Salad Bar including Iceberg Lettuce, Tomato, Cucumber, Cheddar Cheese, Red Onion & Croutons

#### Main Course

Your Choice of Two Entrées, One Potato or Rice, & One Vegetable

#### Beverages

Coffee, Tea, Milk, & Soft Drink service for the duration of reception



# The Sapphire Wedding Package Includes:

Personal Wedding Coordinator for Rehearsal and Day of Event

- (2) Night Stay in Parlor Suite (serves as bridal dressing room morning of wedding)
- (1) Night Stay in Family Suite (serves as groom dressing room morning of wedding) Courtyard Ceremony
- o Gazebo & White Draping and includes upgrade to White Chairs

House Centerpiece Options including:

- o 24" Vase with Four Votive Candles and a Mirror
- o Trio of Cylinders with White Floating Candles and a Mirror

Linen options including:

- o White, Ivory, or Black Linens- FLOOR LENGTH
- o Choice of Colored Napkins

Choice of Gold or Silver Chargers

Icicle Light Package

Head Table Backdrop with Pipe & Drape (Black or White)

<sup>\*</sup>Ask your Wedding Coordinator about adding on a Rehearsal Dinner or Gift Opening Breakfast

# The Sapphire Menu Selections



## Entrées

- o Grilled Pesto Chicken
- o Herb Roasted Chicken
- o Chicken Marsala with Mushrooms
- o Chicken with Asiago Cream Sauce
- o Roasted Pork Loin with Honey Herb Butter
- o Maple Bacon Pork Loin
- o Champagne Chicken
- o Chicken Carbonara

- o Chicken with Roasted Garlic Sauce
- o Bourbon Glazed Ham
- o Smoked Gouda & White Cheddar Macaroni & Cheese
- o Penne Alfredo
- o Four Cheese Meat Lasagna
- o Roasted Vegetable Lasagna
- o Salmon with Cream Dill Sauce
- o Grilled Flank Steak with Demi-Glace



## Potatoes & Rice

- o Au Gratin Potatoes
- o Baked Potatoes with Sour Cream
- o Garlic Mashed Potatoes
- o Loaded Mashed Potatoes
- o Sundried Tomato & Basil Orzo
- o Garlic Smashed Red Skins
- o Roasted Red Skin Potatoes
- o Roasted Yukon Gold Potatoes
- o Rice Pilaf
- o Garlic Parmesan Rice

# Vegetables

- o Cauliflower, Broccoli, & Carrots
- o Buttered Sweet Corn
- o Squash, Zucchini, & Carrots
- o Green Beans
- o Steamed Carrots
- o Asparagus



- o Hot Spinach & Artichoke Dip serves 45-50 people \$75.00 per order
- o Tortilla Chips & Queso serves 45-50 people **\$65.00 per order**
- Coney Dog Station including Hot Dogs, Chili, Shredded Cheddar Cheese, Onions, Ketchup & Mustard serves 20-25 people \$95.00 per order
- o Soft Pretzel Bites with Warm Beer Cheese Sauce serves 20-25 people \$75.00 per order

- o Two Topping Pizza \$16.00 per pizza
- o French Fry Bar including Chili, Cheese Sauce, Vinegar, Ranch & Ketchup serves 20-25 people \$85.00 per order
- o Slider Station including Burgers, Cheddar & Swiss Cheese, Lettuce, Tomato, Onions, Mayonnaise, Ketchup, & Mustard serves 20-25 people \$100.00 per order

# The Diamond 59.95 per person



## Hors D'oeuvres Selections

Your choice of three of the following:

- o Meat, Cheese, & Cracker Assortment
- o Fresh Cut Fruit Display
- o Fresh Vegetable Tray
- o Meatballs with BBQ or Swedish Sauce
- o Hot Spinach Dip with Warm Pita Chips
- o Mozzarella Sticks with Marinara Sauce
- o Sausage & Cheese Stuffed Mushrooms

- o Jalapeno Poppers
- o Bruschetta Display
- o Caprese Skewers
- o Chicken Wings
- o Coconut Breaded Shrimp
- o Bacon Wrapped Water Chestnuts
- o Salmon & Beef Tenderloin Canapes



## Dinner Menu Selection (Plated or Buffet)

#### Salad

Dinner Rolls & Butter with your choice of one of the following:

- o Caesar Salad
- o Tossed House Salad
- o Deluxe Salad Bar including Iceberg Lettuce, Tomato, Cucumber, Cheddar Cheese, Red Onion & Croutons
- o Italian Salad Bar including Romaine Lettuce, Black Olives, Pepperoncini's, Red Onions & Parmesan Cheese
- o Michigan Salad with Baby Spinach Greens, Sun Dried Cherries, Red Onions, Diced Apples, Pecans, & Feta Cheese

#### Main Course

Your Choice of Two Entrées, One Potato or Rice, & One Vegetable

#### Beverages

Coffee, Tea, Milk, & Soft Drink service for the duration of reception



# The Diamond Wedding Package Includes:

Personal Wedding Coordinator for Rehearsal and Day of Event

(2) Night Stay in Parlor Suite (serves as bridal dressing room morning of wedding)

(2) Night Stay in Parlor Suite (serves as groom dressing room morning of wedding) Courtyard Ceremony

o Gazebo & White Draping and includes upgrade to White Chairs House Centerpiece Options including:

o 24" Vase with Four Votive Candles and a Mirror

o Trio of Cylinders with White Floating Candles and a Mirror

Linen options including:

o White, Ivory, Black or Colored Linens-FLOOR LENGTH

\*Ask your Wedding Coordinator about additional Upgraded Specialty Linens

o Choice of Colored Napkins

o Choice of Colored Runners for Tables

Choice of Colored Spandex Chair Cover & Colored Sash for Reception

Choice of Gold or Silver Chargers

Icicle Light Package

Head Table Backdrop with Pipe & Drape and colored up-lighting around the room

\*Ask your Wedding Coordinator about adding on a Rehearsal Dinner or Gift Opening Breakfast

# The Diamond Menu Selections



## Entrées

- o Grilled Pesto Chicken
- o Herb Roasted Chicken
- o Chicken Marsala with Mushrooms
- o Chicken with Asiago Cream Sauce
- o Roasted Pork Loin with Honey Herb Butter
- o Maple Bacon Pork Loin
- o Chef Carved Prime Rib served with Au Jus and Horseradish Sauce
- o Chicken Carbonara
- o Champagne Chicken

- o Chicken with Roasted Garlic Sauce
- o Bourbon Glazed Ham
- o Smoked Gouda & White Cheddar Macaroni & Cheese
- o Penne Alfredo
- o Four Cheese Meat Lasagna
- o Roasted Vegetable Lasagna
- o Salmon with Cream Dill Sauce
- o Grilled Flank Steak with Demi-Glace
- o Grilled New York Strip Steak



## Potatoes & Rice

- o Au Gratin Potatoes
- o Baked Potatoes with Sour Cream
- o Garlic Mashed Potatoes
- o Loaded Mashed Potatoes
- o Sundried Tomato & Basil Orzo

# Vegetables

- o Cauliflower, Broccoli, & Carrots
- o Buttered Sweet Corn
- o Squash, Zucchini, & Carrots

- o Garlic Smashed Red Skins
- o Roasted Red Skin Potatoes
- o Roasted Yukon Gold Potatoes
- o Rice Pilaf
- o Garlic Parmesan Rice
- o Twice Baked Potatoes
- o Green Beans
- o Steamed Carrots
- o Asparagus



- o Hot Spinach & Artichoke Dip serves 45-50 people \$75.00 per order
- o Tortilla Chips & Queso serves 45-50 people **\$65.00 per order**
- o Coney Dog Station including Hot Dogs, Chili, Shredded Cheddar Cheese, Onions, Ketchup & Mustard serves 20-25 people \$95.00 per order
- o Soft Pretzel Bites with Warm Beer Cheese Sauce serves 20-25 people \$75.00 per order

- o Two Topping Pizza \$16.00 per pizza
- o French Fry Bar including Chili, Cheese Sauce, Vinegar, Ranch & Ketchup serves 20-25 people \$85.00 per order
- o Slider Station including Burgers, Cheddar & Swiss Cheese, Lettuce, Tomato, Onions, Mayonnaise, Ketchup, & Mustard serves 20-25 people \$100.00 per order

# Your Bar Service.



## Beer

Domestic Draft Beer \$225.00 per ½ Barrel

Imported/Craft Draft Beer

o Ask your Wedding Coordinator for Selection & Pricing

#### Wine

#### House Wine \$25.00 per bottle/ \$4.50 per glass

0	Moscato	0	Pinot Noir
0	Pinot Grigio	0	Merlot

o Chardonnay o Cabernet Sauvignon

#### Premium & Specialty Wine

o Ask your Wedding Coordinator for Selection & Pricing

# Liquor

#### House Tier Liquor \$45.00 per bottle/ \$4.00 per drink

0	Seagram's Vodka	0	Seagram's 7 Whiskey
0	Seagram's Gin	О	Aristocrat Tequila
0	Castillo Silver Rum	О	Peach Schnapps

#### Premium Tier Liquor \$75.00 per bottle/ \$5.50 per drink

0	Tito's Vodka	0	Jim Beam
0	Tanqueray	0	Jose Cuervo
0	Bacardi	0	Malibu Coconut Rum
	Caratain Managan		

o Captain Morgan

#### Select Tier Liquor \$105.00 per bottle/ \$7.00 per drink

0	Grey Goose	0	Jack Daniels
0	Bombay Sapphire	0	Dewar's White Label
0	Crown Royal	0	Kahlua

#### Specialty Liquor

o Ask your Wedding Coordinator for Selection & Pricing

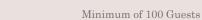
# Host Bar Package

3 Hour Beer & Wine Package \$14.00 per person over 21

- o Bud Light Draft Beer
- o Entire Selection of House Wines
- o Additional Hour \$3.00 per person per hour

# Host/ Cash Bar Fees

- o Bartender Fee \$100.00 per bartender (Applicable for all cash bar events, if you are combining with a hosted bar or hosting only this fee is reduced or waived)
- Cash Bar Minimum Fee starts at \$250.00
   (Applicable for CASH BAR ONLY events, if you are combining with a hosted bar this fee is waived)



All items are subject to a 21% Service Charge & 6% Sales Tax. Packages, Items, Service Charges, & Taxes are subject to change at any time



# Your Enhancements.



## Table Enhancements

#### Chair Covers & Sashes

Spandex Chair Cover with Colored Sash

\*Includes set up and tear down of chair covers and sashes\*

\$8.00 per Chair

### Colored Overlays/ Runners

Variety of Colors available

Quote given upon order

#### Full Length Linens

Your choice of color and fabric

Quote given upon order

#### **Colored Floating Candles**

Ask your Wedding Coordinator for Color Options

\$2.00 per Candle

## **Ballroom Enhancements**

#### Pipe & Drape

Available in White or Black. Ask your Wedding Coordinator for specific pricing

Starting at \$150.00

#### Icicle Light Package

Icicle Lights for all tables in the room

\$150.00

#### Up lights

Available in a Variety of Colors

\$20.00 per Light

#### Lit Cocktail Tables

Available in a Variety of Colors

\$150.00 per Table

#### Cocktail Lounge

Two Couches with Side Tables, Cocktail Tables, White or Black Pipe & Drape, Up lights & Chandeliers

\$550.00

### Head Table Backdrop

White or Black Pipe & Drape with up to five up lights. Ask your Wedding Coordinator for specific pricing for your head table.

Starting at \$200.00

# Ceremony Enhancements

#### Rustic Wooden Arch

Includes sheer white draping

\$150.00

### White Folding Chairs

Upgrade from Standard Banquet Chairs for Outdoor Ceremony

\$2.00 per chair



# Your Stay.



Our Hotel offers 138 sleeping rooms, including 10 Deluxe Family Suites, 24 King Executive Suites, and 2 Parlor Suites along with a large indoor heated pool, hot breakfast served daily, fitness center, fireplace courtyard and attached restaurant to ensure all the luxuries you want to experience on your wedding day are captured. With the Ballroom only a few steps away, your discounted sleeping rooms offer the opportunity for all of your wedding guests to experience the entire celebration all night long!

# Your Questions Answered.

#### Reception & Cocktail Hour Accommodations

Our Conference Center can accommodate up to 550 guests for Wedding Receptions. Your Cocktail Hour can be hosted in the foyer of the conference center (Limit of 100 guests) or inside the reception space.

#### Chair Covers/Runners

Due to the fact the Chair Covers and Runners are contracted out from a separate vendor, these items are subject to availability and booking. If chair covers/ runners are unavailable for your event date at time of booking you will be notified, and your package/ quote adjusted to reflect the removal of those items. This vendor does not require a deposit; however, an additional contract will be required for you to sign and book these items. Cancelling these items within 90 days of your event will result in a cancellation fee due to Comfort Inn/ Vendor.

#### Discounted Room Blocks

Every Wedding booked at the Comfort Inn will have the option to set up a block of rooms at discounted rates for your Guests.

#### Food & Beverage

Our Menu is designed on what is most popular with our couples, however our Chef will be happy to propose customized menus based on your vision. You will receive a complimentary tasting with your booking. You are welcome to bring a total of 6 people along for this experience. Menus for the tasting will be provided upon contract signing.

All food & beverage except for your Wedding Cake or Dessert must be purchased through our in-house catering department. Please confirm all outside food with your Wedding Coordinator to ensure it falls within these guidelines.

All purchases from Comfort Inn are subject to the 21% service charge and 6% state sales tax and are subject to change at any time. All Package Pricing will be guaranteed 90 DAYS PRIOR TO EVENT DATE.

### Rehearsal Dinner & Gift Opening Breakfast

We can provide accommodations for both a Rehearsal Dinner before your wedding and a gift opening breakfast the morning after your big day. Ask your Wedding Coordinator for more information.

#### Setup Time

We will allow you and your vendors in as early as possible on the day of your event. Guaranteed set up times will be given in your contract.

#### Vendors

We allow you to arrange for flowers, special props or entertainment ect. through any outside vendor of your choice. We can also provide a Preferred Vendors list upon booking. We also offer some of these services in the packages and ala carte. Ask your Wedding Coordinator for specific items and pricing. Set up times are provided in your contract.

#### **Decorations**

Open flame candles are allowed in our conference center or floating candles and votive candles are complimentary in your package. The hotel does not allow any items to be affixed to the wall or ceiling without approval from your Wedding Coordinator. All of the decorations you provide will be set up by your onsite Wedding Coordinator Day of the Event.

# Your Questions Answered.

#### Decoration Drop Off & Pick Up

Your decorations may be dropped off as early as 5 business days prior to your wedding. You will not have to arrange for friends and family to remove your items from the reception space that night. Your decorations will be re-packed that evening by our staff and made available at check-out the next morning for you to pick up. You must pick up ALL ITEMS the day following the wedding, or they will be thrown away.

#### **Decoration Limitations**

To preserve our beautiful courtyard, we only allow real flower petals to be used during your ceremony. Fake flower petals are allowed for table décor. We do not allow glitter or anything smaller than a quarter inside our ballroom or a cleanup fee will be charged.

#### Event Guarantee & Payment

\$1,000.00 non-refundable deposit will be due at time of booking with signed contract. Your deposit will go towards your final balance. Your Menu and final counts will be due 14 business days prior to your event.

#### **Audio Visual**

A complete line of audio-visual equipment is available. Additional charges may apply. Ask your Wedding Coordinator for specific items and pricing.

#### Liquor Laws & Regulations

The sale and service of alcoholic beverages is regulated by the State of Michigan. Any alcohol served on hotel premises must be serviced by certified bartenders and purchased through our catering department. It is policy that outside alcoholic beverages may not be brought into the reception space. The Comfort Inn, as holder of a State of Michigan Liquor License, is responsible for administration of all liquor regulations including refusing alcoholic service to anyone who is underage or cannot provide proper identification or appears intoxicated.

#### Parking

We offer complimentary parking for you and all of your guests.

## Smoke Free Policy

Our Hotel and Conference Center is a 100% smoke free facility.

