



Houston Event Planning & Signature Manor
6968 Howell - Sugarland Rd.
Houston, TX 77083
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2020 Just Add Love Package



Wedding

Share your vows with your loved ones in our beautiful Grand Foyer or one of our spacious ballrooms onsite, pending ceremony guest count
One Hour Afternoon Wedding Ceremony

Includes setup of Chairs, Chair Covers and Sashes, Installation of Décor & Lit Columns for Ceremony Complementary parking in a gated & secured lot

(2) Hospitality Lounges for couple & wedding party with beverages and snacks

Reception

Enjoy a 5 hour elegant reception in one of our beautiful ballrooms
Includes tables and signature chairs to your contracted guest count
Includes gift table, registration table and cake table, Security officer
(1) 24x24 ft Upgraded (white) Dance Floor
(1) 16x8 ft staging for your head table with signature chairs

Event consultation includes lighting preferences & linen choices.
Ballroom Layout Map and Seating Chart

Service & Decor

Includes the Premium Décor Package:

Choice of Spandex or satin Chair Covers and Sashes
Selection of in stock satin or crinkle taffeta tablecloth
Choice of standard Plate Chargers
10 Chrystal Chargers for VIP
20 Assorted Crystal Centerpieces*
Chiffon Sheer draping around the entire Ballroom
14 Colorized LED accent lighting in Ballroom

Choice of Two Specialty Services:

- Videographer with DVD for 5 hours
- Photographer for 5 hours, photo release & USB
- Photo Booth Service for 5 hours, with Props
- Flipbook Station for 3 hours, with Props
- 2 Lumi Sparklers for first dance with fog
- DJ Service for 5 hours, with Dance Lighting
- Upgrade your event chairs to Clear or Twisted Metal for your guest count



All package items and pricing are subject to availability and season.
Restrictions may apply. Not valid on May, June, or December months.
Price does not include 8.25% Taxes and 21% Service Charge.

Venue reserves the right to change anything in the package due to availability and preferred vendor schedule

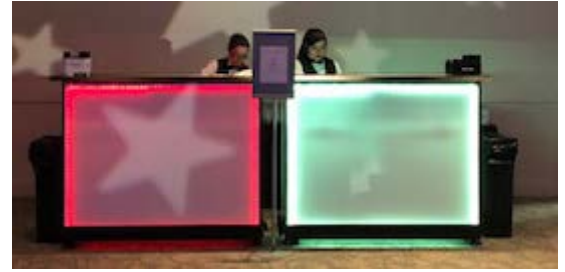


Beverages

Water, Iced Tea, Coke, Diet Coke, Sprite

Top Shelf Bar Package | 4 Hours Service

Ciroc, Johnny Walker Black, Patron Silver, Bacardi, Bombay, Crown Royal, Hennessy VS
 House Wines & Domestic Beers (Bud, Bud Light) Imported Beers (Heineken, Corona, Guinness)
 One Bartender, One Bar Back & Bar Set Up



Menu Selections

Includes professional wait staff, beverage staff, dinnerware, flatware, glassware and napkins.

Pre-Reception | 1 Hour Service

Choice of 2 hors d'oeuvres (Mini Crab cakes, Jack Daniels Whisky Meatballs, Pigs in a blanket, Tomato Basil Soup with Grill Cheese, Caprese Salad on a skewer, and so much more.

One hour of passed wine (Selection of Moscato Merlot, Chardonnay) or non-alcoholic Rose



Appetizer

Caesar salad, Garden blend, or Spring mix with assorted house dressing



Entrée & Sides

Herb-Crusted Chicken and Lemon Pepper Salmon
 Choice of 2: French green beans, Roasted new potatoes, California blend vegetables, or assorted squash

Cake

10-inch Groom's Cake
 Buttercream round Wedding Cake
 (100-175ppl) Three-tiered (176-250ppl) four-tiered (256-350) five-tiered
 (351-500) six-tiered

Hotel Stays & Courtesy Room Block:

Includes a one night suite at our partner hotel, courtesy room block

Planning Services:

Complementary In-House event planner from Houston Event Planning for 5 hours of planning services
 Planning services include vendor meeting, layout creation, Timeline assistance, and onsite 7hr event management of the day of event at the venue.

Special Package Expires 12/30/2020

Saturday Packages 100 Guests	Friday/Sunday Packages	20% Off	\$26,900.00
Saturday Packages 200 Guests	Friday/Sunday Packages	20% Off	\$34,000.00
Saturday Packages 300 Guests	Friday/Sunday Packages	20% Off	\$39,625.00
Saturday Packages 400 Guests	Friday/Sunday Packages	20% Off	\$45,250.00
Saturday Packages 500 Guests	Friday/Sunday Packages	20% Off	\$50,000.00
Additional Guest \$75ppl Kids \$25.95 Extra Venue Hour \$900 Speciality Service \$1,650			