



Houston Event Planning & Signature Manor  
6968 Howell - Sugarland Rd.  
Houston, TX 77083  
Phone (713) 541-1000  
Fax (832) 645-7232

## 2021 Just Add Princess



### Stress-Free Planning Services:

Complementary in-house event planner from Houston Event Planning for 5 hours of planning services Planning services include vendor meetings, layout creation, timeline assistance, and onsite 7hr event management on the day of event.

### Pre-Event:

2 hours of rehearsal time\*  
(During Business Hours) *\*subject to availability*  
Premium Dressing Rooms 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  
Ballroom Layout Map and Seating Chart



All package items and pricing are subject to availability and season.  
Restrictions may apply. Not valid on November & 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

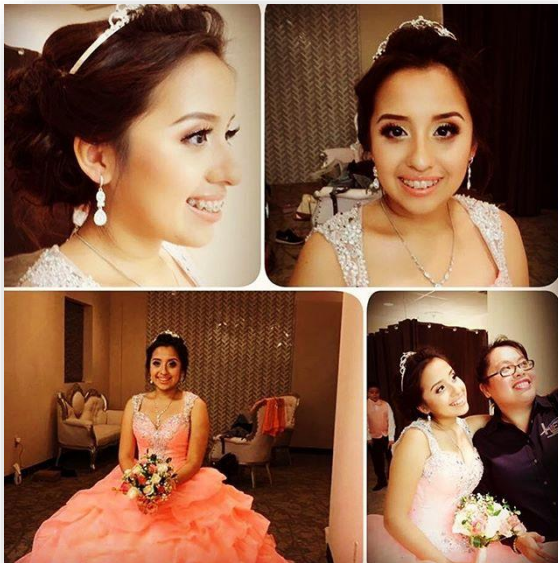


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## Service & Decor

### Includes the Premium Décor Package:

Choice of Spandex or satin Chair Covers and Sashes  
Selection of in stock satin or crinkle taffeta tablecloth  
Crystal Centerpieces (one centerpiece per 8 guests)  
20ft Chiffon Sheer Backdrop draping with two accent colors  
One Princess Royal Chair with Crystal glass table  
14 Colorized LED accent lighting in Ballroom



### Choice of Three Specialty Services:

Videographer with DVD for 5 hours  
Photographer for 5 hours, photo release & USB  
Photo Booth Service for 5 hours, with Props  
2 Lumi Sparklers or Fogbubble with fog for the dance  
DJ Service for 5 hours, with Dance Lighting  
Choreography (4 Group Dance Lessons with Choreographer)  
Upgrade to Clear or Twisted Metal Chairs



### Package Perks Selection: (Choose One)

Custom Name and design on the dance floor with Gobo  
Professional Make-up artist & Hair  
Mini Candy Station for 50ppl  
3-hour standard stretch limo

### Unlimited Beer & Frozen Margarita Package for 4 hours

(2) Selection of Flavor Margarita or Daiquiri  
Domestic Beers (Bud, Bud Light)  
Water, Iced Tea, Coke, Diet Coke, Sprite  
One Bartender and Bar Set-up Included

**Upgrade to Top Shelf  
for \$18.00/person**

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**Pre-Reception | 1 Hour Service**

Fruit Tree Display  
 One Hour of Passed Sparkling Punch

**Menu Selections**

Plated dinner includes professional wait staff, beverage staff, dinnerware, flatware, glassware, and napkins. Inclusive of cake cutting fee, iced tea, and water.

**Appetizer**

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

**Entrée & Sides**

Herb-Crusted Chicken & Lemon Pepper Salmon OR Chicken & Beef Fajitas  
 Choice of 2 sides: Roasted new potatoes, California blend vegetables, or assorted squash, Spanish rice, refried beans & so much more.

**Kid's Menu**

Chicken Tenders and French Fries OR Mini-Sliders and Hot Dogs

**Dessert Selection of one**

Ice Cream station, Chocolate Fountain Station, OR 3 tier standard butter crème cake



**Pricing**

<b>50 Guests</b>	<b>Monday- Thursday \$16,800.00</b>	<b>Friday/Sunday \$19,200.00</b>	<b>Saturday \$24,000.00</b>
<b>100 Guests</b>	<b>Monday- Thursday \$19,600.00</b>	<b>Friday/Sunday \$22,400.00</b>	<b>Saturday \$28,000.00</b>
<b>200 Guests</b>	<b>Monday- Thursday \$27,300.00</b>	<b>Friday/Sunday \$31,200.00</b>	<b>Saturday \$39,000.00</b>
<b>300 Guests</b>	<b>Monday- Thursday \$31,500.00</b>	<b>Friday/Sunday \$36,000.00</b>	<b>Saturday \$45,000.00</b>
<b>400 Guests</b>	<b>Monday- Thursday \$35,000.00</b>	<b>Friday/Sunday \$40,000.00</b>	<b>Saturday \$50,000.00</b>
<b>500 Guests</b>	<b>Monday- Thursday \$38,000.00</b>	<b>Friday/Sunday \$44,000.00</b>	<b>Saturday \$55,000.00</b>
<b>Additional Guest \$65.00ppl   Kids \$35.00   Extra Venue Hour \$900   Speciality Service \$1,500.00</b>			

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