



# Wedding Packages at the Buxton Inn



# Wedding Packages at the Buxton Inn est. 1812

## **\$85 per person**

Up to 50 people

includes:

Inside rooms of your choice

Bar Package

Food Package

\*minimum 25 people

### **Inside Rooms**

-Lincoln

-Garden

-William Henry Harrison

\*add-on spaces available

### **Bar Package**

-House wine

-Domestic beer

-Well liquor

\*upgrades available

## **\$110 per person**

Up to 150 people

includes:

Courtyard

Bar Package

Food Package

\*minimum 50 people

### **Amenities**

-On site wedding coordinator

-Tables for the cake, guest book, and gifts

-Ceremony seating

-One-hour rehearsal the day prior

-White table linens and napkins

-Coffee, tea, and soft drinks

-Cake cutting services

-Serving staff

-A/V equipment

-Set up and clean up by our staff

### **All packages include:**

**-private use of the Tavern the day of, starting at noon until 4pm**

**-complementary 'ghostory' tour of the Inn to schedule the week leading up to the wedding**

**-discounts on guest rooms for overnight accommodations**

### Additional Add-ons:

-Dance Floor

-Wooden Chiavari Chairs

-Tents

-Lighting for under the Tents

-High Top Tables

-Curtains for Tent Poles

-Sound System

# Bar Package Options

## Well Package

(included)

### **Well Liquors:**

Vodka-Rum-Tequila-Gin-Bourbon

### **House Wines:** (choice of 2):

Cabernet Sauvignon-Merlot-Moscato

Pinot Grigio-Pinot Noir

### **Domestic Beer:** (choice 2):

Bud Light-Coors Light-Michelob Ultra-Miller Lite

## Call Package

(\$5.00 extra per person)

### **Call Liquors:**

Absolut-Captain Morgan-Jose Cuervo-

Tanqueray-Jack Daniels

### **House Wines:** (choice of 3):

Cabernet Sauvignon-Merlot-Moscato

Pinot Grigio-Pinot Noir

### **Domestic Beer:** (choice 2):

Bud Light-Coors Light-Michelob Ultra-Miller Lite

-**Pricing** includes bartender and servers for up to 5 hours

-**Custom** beer, wine, and non-alcoholic wines available upon request.

## Premium Package

(\$10 extra per person)

### **Premium Liquors:**

Ketel One-Bombay Sapphire-Captain Morgan  
Private Stock- Maker's Mark-Crown Royal-  
Chivas Regal-Patron

### **House Wines:** (choice of 4):

Cabernet Sauvignon-Merlot-Moscato  
Pinot Grigio-Pinot Noir

### **Domestic Beer:** (choice of 2):

Bud Light-Coors Light-Michelob Ultra-Miller Lite

### **Import Beer:** (choice of 3):

Heineken-Corona-Stella Artois-Amstel Light

## Alcohol Beverage Policy

The Buxton Inn's liquor license allows the Inn the ability to sell and serve alcoholic beverages for consumption on premise. It is not permitted to bring liquor, beer, or wine into The Buxton Inn. ID's are checked, and The Buxton Inn has the right to refuse service for anyone who is exhibiting signs of intoxication. No one under the age of 21 is permitted to consume alcohol on the premise of The Buxton Inn.

· **Cash Bar** - Guest individually pay for their own drinks, service fee of \$50.00

· **All courtyard events that are cash bars or single pay** - If credit card processing is required there is a \$50.00 fee per processor that is required

# Food Packages

---

## Buffet Options:

(must have 20 guest or more)

### **Choice of one Cold Appetizer:**

- Vegetable Crudité
- Fresh Fruit Tray with Dip
- Assorted Domestic Cheese and Crackers
- Warm Pita with House Hummus

### **Choice of two Hot Appetizers:**

- Assorted Mini Quiches
- Stuffed Mushrooms
- Spanakopita
- Coconut Shrimp
- Brie and Tomato Crostini

### **Choice of one Salad:**

- Traditional House Salad with choice of Dressing
- Caesar Salad

### **Choice of two Entrees:**

- Rosemary Pork
- Chicken Broccoli Divan
- Chicken Florentine
- Pot Roast
- Maple Glazed Salmon
- 5 Cheese Pasta

### **Choice of two Sides:**

- Roasted Potatoes
- Buxton Long Grain Rice
- Buxton Whipped Potatoes
- Sautéed Broccoli and Carrots
- Squash and Zucchini Medley
- Seasoned Green Beans

## Plated Options: (choice of three)

Choice of one cold and two hot appetizers. Each entrée served with the same two sides. Side Salad can be added for \$4per person with the choice of Traditional or Caesar

Maple Glazer Salmon - 7oz Filet Mignon (cooked to medium) - Crab Cakes – Chicken Florentine  
Seafood Chesapeake\*

Chicken Broccoli Divan\* - Portabella Stuffed Mushrooms (can be prepared vegan) - Lasagna \*

(\*items do not come with sides)

## **Duos Available for \$10 extra per person**

Filet Mignon and choice of Crab Cakes or Shrimp Skewer

Chicken with Alfredo sauce and Beef Tenderloin with béarnaise sauce

Maple Glazed Salmon and choice of Crab Cakes or Shrimp Skewer





# Deposits, Fees and Addition Information

---

**ROOM SET UP:** The event space will be set up to your specifications by our staff. White table linens are included. Additional colors of linens can be provided for an additional charge. Additional set up fees may be applied for special set up requests. All fees will be predetermined.

**STAFFING:** Your event will include all the necessary staff to ensure that you are truly able to relax and enjoy the event. An automatic 22% gratuity is added to each final bill for the staff. Any additional gratuity you wish to give your event staff is very much appreciated, but left to your discretion.

**PLACE CARDS:** The Buxton Inn will provide basic place cards. If special seating charts, favors, guestbook placement, and toasting glasses are wanted we ask that they be delivered to the Inn a day prior to your wedding and coordinated with our event planner.

**WEDDING CAKE:** The Buxton Inn provides cutting servers free of charge. The delivery of the wedding cake needs to be coordinated with the event planner no later than 2 weeks in advance. If special set up is required, the provider of the cake will need to be in house the day of to set up. Only the wedding cake is allowed to be brought in. No other food or beverage items are permitted.

**OVERNIGHT ACCOMMODATIONS:** The Buxton Inn has 26 guest rooms. Room blocks are available, and wedding parties are given preference. If you are interested in a room block or reserving rooms for your wedding, please request more information from our Events Coordinator.

**FOOD ALLERGIES:** Being a "scratch" kitchen, we make all foods from scratch as much as possible. All of our food is prepared in a kitchen that handles shellfish, nuts, raw eggs, and wheat products. We do, however, take every effort to ensure that preparations for guests with food allergies are met.

**FINAL COUNTS:** Final event details are due no later than 14 days prior to the event, and the final guest count is due 7 days prior to the event date. This allows for professional planning to insure the event is executed properly.

**MENU TASTING:** Inclusive of your event fee is a food tasting for selections on your menu. Menu tastings are presented Tuesday thru Thursday from 2pm- 4pm. Up to 4 people and 4 selections is complementary. There is an additional cost per person for groups larger than 4.



**COSTS AND DEPOSITS:** A non-refundable deposit is due upon booking and does depend on the space you choose for the wedding. For inside spaces the deposit is \$500.00 and for the courtyard it is \$1000.00. Our Events Coordinator can discuss this with you. The first payment, which is approximately 50% of the estimated cost is due 4 weeks prior to the wedding. The remainder is automatically charged 5 days prior to the wedding date. A valid credit card is required to be kept on file from the time of booking till the wedding date. Along with gratuity for the staff (22%), sales tax is on all food and beverage which is 7.25%.

**EVENT AGREEMENT:** An event agreement is required to be filled out and signed at time of booking. The agreement covers cost, deposits, planning requirements, alcohol policy, and cancellation policy along with other planning stipulations. Our Events Coordinator will review the agreement with you in its integrity.

**Theft or damage:** Any items that come up missing or damaged during an event by someone from the event will be billed to the person expensing the event.

**Late notice cancellations:** Any meals prepared and ordered that are cancelled after the 7-day final guest count will still be charged to the person expensing the event. In the event of cancelling an event, the cancellation policy applies per the agreement that was signed by the person expensing the event.

**Cancellation Policy:** The minimum of either \$500.00 for day time events (7am-3pm), \$1,200.00 for evening events (starting after 3pm), and \$5,000.00 for outdoor events taking place in the courtyard will be charged in full if the event is cancelled 30 to 15 days in advance. After the 15 days the Historic Buxton Inn, LLC will charge either the full amount indicated in the event plan or the minimum amount. Prior to the 30 days the cancellation policy is the following: 90 days to 180 days prior 50% of the amount of the minimum. 31 days to 89 days prior 75% of the amount of the minimum.

An automatic gratuity of 22% of all food and beverage will be added to your final invoice. The entire service charge is the property of The Historic Buxton Inn, LLC, not the property of any one employee and will be dispersed at the discretion of the Historic Buxton Inn, LLC. As required by law, all food, non-alcoholic beverages, and service charge are subject to local and state taxes.

\*All event fees and costs are set by management at the Buxton Inn to help ensure quality and consistency with all events. The Buxton Inn holds the rights to adjust any of the fees at any time.

