

Wedding/Reception Worksheet

Bride & Groom Name: _____

Ceremony Information:

Date of Ceremony: _____ Time of Ceremony: _____ Number of Guests: _____

Includes Minister (Circle One) YES / NO

Extras: Flowers, Professional Photography, Brides Tent, Music on the Beach, Rehearsal

Reception Information:

Entrée: (See Wedding Menu)

Menu A - \$29.00 / Menu B - \$33.00 X _____ = \$ _____
(# of Guests)

Menu C - \$40.00

Appetizers: (See Wedding Menu)

Extras-\$2.00 ea./ Special-\$3.00 ea. X _____ = \$ _____
(# of Guests)

Beverages: (Soft Drinks & Coffee Included)

Beer & Wine (Estimate \$10 per person) X _____ = \$ _____
(# of Guests)

Champagne Toast (\$3.50 per person) X _____ = \$ _____
(# of Guests)

Corkage Fee Wine (If Applicable) \$13 per bottle X _____ = \$ _____
(# of Bottles)

Corkage Fee Champagne (If Applicable) \$15 per bottle X _____ = \$ _____
(# of Bottles)

Full Hosted Bar Min. Amount Here = \$ _____

Subtotal \$ _____

Tax (7.10% & Gratuity 18%) X 25.10% (0.2510) \$ _____

Site Services & Fees:

Site Fee Per Person: \$25 X _____ = \$ _____
(# of Guests)

Wedding Ceremony Fee (See Wedding Ceremony Info) = \$ _____

Extras

Music = \$ _____

Flowers = \$ _____

Cake = \$ _____

Heaters = \$ _____

Event Coordinator = \$ _____

TOTAL \$ _____