

# Wellington Place Event Center

## CLIENT EVENT DETAILS:

<b>TYPE OF EVENT:</b>	<u><b>NAME</b></u>	<b>EVENT DATE/ TIME:</b>	
<b>Wedding &amp; Reception:</b>	Groom:		
		<b>PHONE:</b>	
	Bride:	<b>EMAIL:</b>	
<b>Event Coordinator:</b>	<b>Team Angela/Erika</b>	PHONE: 70.310.5846	EMAIL : <a href="mailto:info@wellingtonlv.com">info@wellingtonlv.com</a>

### EVENT INFORMATION (Please verify)

<b>PACKAGE:</b>		<b>EVENT START TIME:</b>	
<b>CAKE</b> (Butter Crème Frosting) Select color:  White <input type="checkbox"/>  Ivory <input type="checkbox"/>	<b>SELECT CAKE</b> Name: _____  Or Number: _____  Cake Topper:  Own <input type="checkbox"/> or Roses <input type="checkbox"/>	<b>SELECT CAKE FLAVOR AND FILLING</b>  Flavor (s) select up to two: _____  Filling: _____  Additional Details: website: <a href="http://www.vegasweddingreception.com">www.vegasweddingreception.com</a>	
<b>WP CEREMONY ONLY</b>  Select one:  Unity Candle <input type="checkbox"/>  Sand Ceremony <input type="checkbox"/>	<b>MARRIAGE LICENSE</b>  Please make sure to bring the Nevada Marriage License to Wellington Place 24 hours prior to your Ceremony.	<b>WP WEDDING CEREMONY FLOWERS</b> Please indicate color of roses and ribbon  Bride's Bouquet: _____ Groom: _____ Best Man: _____ Maid of Honor: _____ Bridal Court: _____	
___ CEREMONY PHOTOS	*All Photos Provided on CD/ Ready to print. (not proofs)		
<b>DVD:</b>			
<b>MAILING ADDRESS</b>	_____ If applicable- please indicate the complete mailing address to send disc of photos and/or DVD		
<b>DJ / MC SERVICE:</b>	<b>BAR:</b> _____ Champagne & Cider Toast (All Guests) Complimentary soft drinks, iced tea, lemonade, bottled water and coffee		
<b>EVENT DÉCOR:</b>	Please Confirm Base Color: <input type="checkbox"/> White <input type="checkbox"/> Black or <input type="checkbox"/> Ivory Please Confirm Accent color of choice: _____ (Example: teal, hot pink, red, purple, navy blue, royal blue, grey, eggplant, burgundy,		

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	olive, mint, chocolate, black, dark red, gold, orange, yellow, etc.)	
	<b>CENTERPIECES INCLUDED: Floating Candles</b>	
<b>GARTER</b> <b>TOSS BOUQUET</b> <b>CHAMPAGNE FLUTES</b> <b>CAKE CUTTING SET</b> <b>GUEST BOOK</b> <b>CARDS BOX</b>	___ Own or ___ from WP package ___ Own or ___ Upgraded add \$35 (6 Roses Bouquet) ___ Own or ___ Regular from WP ___ Own or ___ Regular from WP ___ Own or None ___ ___ Own or None ___	
<b>PARTY FAVORS:</b>	If applicable: please bring to Wellington Place 24 hours prior to your Event.	
<b>TRANSPORTATION:</b>	<b>PICK UP:</b> Please check with your Hotel for Guests Pick up Area.	<b>TIME:</b>
	Serving "The Strip Or Downtown Las Vegas"	<b>PICK UP LOCATION:</b>
		<b>RETURN LOCATION:</b>
<b>MENU:</b>  <b>Appetizers Menu (Select Three)</b>  <input type="checkbox"/> Fresh Vegetable Galaxy Display with Dill Ranch <input type="checkbox"/> Guadalajara Pinwheels with Smoked Turkey Breast <input type="checkbox"/> Jumbo Shrimp w/ cocktail sauce <input type="checkbox"/> Domestic Cheese Display with Gourmet Crackers <input type="checkbox"/> Sweet and Sour Cocktails Meatballs <input type="checkbox"/> Stuffed Mushrooms on Caps Florentine  <b>Entrees (Select Two)</b>  <input type="checkbox"/> <b><u>Baron of Beef Sirloin</u></b> Slow Roasted with zesty peppercorn crust and Served with Au Jus and Crème Frappe (a light horseradish cream) <input type="checkbox"/> <b><u>Tuscan Grilled Boneless Chicken</u></b> Marinated in Italian Herbs and grilled with Multi colored Bell peppers <input type="checkbox"/> <b><u>Margarita Boneless Chicken</u></b> Flame seared with fresh lime, splash of tequila and cilantro <input type="checkbox"/> <b><u>Marcela Wine Country Chicken ---</u></b> Sweet Red Marsala Wine with Sliced Mushrooms <input type="checkbox"/> <b><u>Virginia Baked Ham --</u></b> Accompanied by Cinnamon Apples <input type="checkbox"/> <b><u>Tilapia Florentine</u></b> Tender sole filet, baked in Chardonnay butter, topped with creamed baby spinach leaves <input type="checkbox"/> <b><u>San Gimignano Pasta</u></b> Penne Pasta, Hot & Sweet Italian Sausages, Crushed Tomato Marinara Garnished with Roasted Tuscan Vegetables - Olive Oil Brush		

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**Accompaniments (Select Two)**

- Potatoes Lyonnaise (w/ grilled onion)
- Green Beans Amandine
- Roasted Garlic Red Potatoes
- Bouquetierre of Fresh Vegetables
- Honey Ginger Glazed Baby Carrots
- Rice and Herbs Pilaf
- Penne Pasta w/ Alfredo Sauce

**Salads (please select two)**

**Salad Maison**

*Tossed Mixed Greens Salad w/ Herb Vinaigrette*

**Pasta Salad Primavera**

*Freshest Vegetables and bright color Pastas in a light Vinaigrette flavored with herbs*

**Traditional Caesar Salad**

*Crisp Romaine Lettuce, Shaved Parmesan Cheese and Garlic Croutons tossed with Caesar Dressing*

**Fresh Fruit Salad Ambrosia**

Fresh Dinner Rolls and Butter

Chocolate Fountain with Desserts Station

Notes:

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