



# VENUE & DÉCOR PACKAGES

PRIVATE VENUE. PERSONALIZED DÉCOR.  
ONE UNFORGETTABLE CELEBRATION.



ADULT BIRTHDAYS • MILESTONE CELEBRATIONS • ANNIVERSARIES •  
ENGAGEMENTS • RETIREMENT • REUNIONS • HOLIDAY PARTIES



## **YOUR CELEBRATION, BEAUTIFULLY BROUGHT TO LIFE**

My Enchanted Events Venue creates unforgettable adult celebrations by combining private venue access, personalized event styling, photo-worthy décor and hands-on event support.

Our Venue and Décor Packages are ideal for:

- Adult birthdays
- Milestone birthdays
- Anniversary celebrations
- Engagement parties
- Retirement celebrations
- Family reunions
- Holiday parties
- Dinner parties
- Themed celebrations
- Joint birthdays and other special gatherings
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Choose from four experiences based on your guest count, celebration time, styling preferences and entertainment needs.

### **Prefer to Decorate It Yourself?**

DIY venue-rental packages are also available starting at \$750 plus sales tax.

Ask us for our separate Venue Rental Guide if a décor-inclusive experience is not the right fit for your plans or budget.

# Package Comparison

|                         | ESSENTIALLY<br>ENCHANTED | CLASSICALLY<br>ENCHANTED | PERFECTLY<br>ENCHANTED                                    | ABSOLUTELY<br>ENCHANTED                                    |
|-------------------------|--------------------------|--------------------------|-----------------------------------------------------------|------------------------------------------------------------|
| STARTING PRICE          | \$1,800                  | \$2,300                  | \$2,800                                                   | \$4,300                                                    |
| GUEST CAPACITY          | 50                       | 60                       | 75                                                        | 75                                                         |
| VENUE RENTAL            | 5 hrs                    | 6 hrs                    | 7 hrs                                                     | 7 hrs                                                      |
| AVAILABILITY            | Daytime Only             | Daytime or<br>Evening    | Daytime or<br>Evening                                     | Evening Only                                               |
| GUEST TABLES            | Up to 5                  | Up to 6                  | Up to 8                                                   | Up to 8                                                    |
| DESIGN COLLECTION       | Essential<br>Collection  | Expanded<br>Collection   | Expanded<br>Collection                                    | Expanded<br>Collection                                     |
| FOCAL DESIGN            | 4' Cake Table<br>Display | 6' Cake Table<br>Display | 6' Cake Table<br>Display or Arch<br>& Cylinder<br>Display | 6' Cake Table<br>Display and<br>Arch & Cylinder<br>Display |
| BALLOON DECOR           | 1 Garland                | 1 Garland                | 1 Garland                                                 | 2 Garlands                                                 |
| PROFESSIONAL DJ         | Add-on                   | Add-on                   | Add-On                                                    | ✓ 5 hrs Included                                           |
| PHOTO BOOTH             | Add-on                   | Add-on                   | Add-on                                                    | ✓ 2 hrs Included                                           |
| DEDICATED<br>WAITSTAFF  | Add-on                   | Add-on                   | Add-On                                                    | ✓ 7 hrs Included                                           |
| BEST FOR                | Intimate                 | Mid-sized                | Large or Vendor-<br>Heavy                                 | Full Experience                                            |
| RESERVATION<br>RETAINER | \$500                    | \$500                    | \$750                                                     | \$1,000                                                    |

Starting prices shown are for Sunday-Friday celebrations. Saturday, demand-date and late-night rates vary. Sales tax, applicable service fees, gratuity and the refundable incident deposit are additional.

## PACKAGE #1: ESSENTIALLY ENCHANTED

Up to 50 guests | Five-hour rental

Essentially Enchanted is designed for smaller celebrations that deserve a polished, coordinated look without the scale or cost of a large evening event.

### Investment

- Sunday-Friday: **\$1,800** plus sales tax
- Saturday and demand dates: Starting at **\$1,950** plus sales tax
- Nonrefundable reservation retainer: \$500
- Refundable incident deposit: \$300

### Weekend Rental Windows

- 9 a.m.-2 p.m.
- 10 a.m.-3 p.m.
- 11 a.m.-4 p.m.

Saturday and Sunday rentals must conclude by 4 p.m.

### Monday-Friday Availability

Monday-Friday scheduling is more flexible and subject to availability.

All Monday-Friday celebrations must conclude by midnight.

Prime-time scheduling is not offered with Essentially Enchanted.

### Best For

Intimate adult birthdays | Birthday brunches | Anniversary luncheons | Engagement gatherings | Retirement luncheons | Holiday brunches | Other intimate daytime celebrations



## ESSENTIALLY ENCHANTED INCLUDES

### Venue and Seating

- Five hours of private venue access
- Seating for up to 50 guests
- Up to five round guest tables
- Appropriate food, cake, gift, beverage and specialty tables based on the approved floor plan
- All standard venue amenities
- Dedicated venue attendant
- Bartender or hospitality attendant
- Final venue cleanup after the contracted rental period

### Included Event Styling

- Personalized design consultation
- Review of inspiration photographs and completed design selections
- Coordinated event theme and color palette
- Four-foot styled cake or dessert table
- Coordinated balloon garland
- Styled guest tables for up to 50 guests
- Floor-length base linens
- Selected overlays or runners from the Essentially Enchanted Collection
- Coordinated in-house centerpieces from the Essentially Enchanted Collection
- Coordinated chargers and disposable tableware from the Essentially Enchanted Collection
- Styled food, cake, gift and specialty tables
- Throne or peacock chair
- Room uplighting coordinated with the event colors
- Professional décor setup before client access
- Professional décor breakdown after the contracted rental period

### The Essentially Enchanted Design Collection

Essentially Enchanted clients select from a specially curated collection of attractive, versatile and lower-maintenance décor.

Premium floral arrangements, specialty linens, elaborate focal installations, additional balloon installations, fresh florals, custom purchases and décor outside the Essentially Enchanted Collection may be available for an additional fee.



## PACKAGE #2: CLASSICALLY ENCHANTED

Up to 60 guests | Six-hour rental

Classically Enchanted combines professional event styling, a flexible six-hour rental and seating for up to 60 guests. It offers the perfect balance of customization, celebration time and value for hosts who want a complete, professionally styled experience.

### Investment

- Sunday-Friday: **\$2,300** plus sales tax
- Saturday and demand dates: Starting at **\$2,450** plus sales tax
- Nonrefundable reservation retainer: \$500
- Refundable incident deposit: \$300

### Monday-Friday Availability

Any approved six-hour rental window ending by midnight.

Custom timing is subject to availability. A prime-time fee does not apply Monday-Friday.

### Standard Sunday Windows

- 9 a.m.-3 p.m.
- 10 a.m.-4 p.m.
- 4-10 p.m.
- 5-11 p.m.
- 6 p.m.-midnight

Standard Sunday windows are \$2,300 plus sales tax.

Custom Sunday prime-time placement may be available for \$2,600 plus sales tax.

All Sunday celebrations must conclude by midnight.

### Saturday and Demand-Date Windows

- 9 a.m.-3 p.m.: \$2,450
- 10 a.m.-4 p.m.: \$2,450
- 4-10 p.m.: \$2,450
- 5-11 p.m.: \$2,450
- 6 p.m.-midnight: \$2,450
- 7 p.m.-1 a.m.: \$2,600
- 8 p.m.-2 a.m.: \$2,750

Custom Saturday or demand-date prime-time placement may be available for \$2,950 plus sales tax.

Sales tax is additional to all listed rates.

Late-night pricing accounts for extended venue operations and overnight staffing.

### Best For

Adult birthdays | Milestone celebrations | Anniversaries | Engagement parties | Retirement celebrations | Reunions | Holiday parties | Professionally styled events involving an outside caterer or DJ



## CLASSICALLY ENCHANTED INCLUDES

### Venue and Seating

- Six hours of private venue access
- Seating for up to 60 guests
- Up to six round guest tables
- Appropriate food, cake, gift, beverage and specialty tables based on the approved floor plan
- All standard venue amenities
- Dedicated venue attendant
- Bartender or hospitality attendant
- Final venue cleanup after the contracted rental period

Up to two round guest tables may be replaced with rectangular head tables when permitted by the approved floor plan.

This substitution does not increase the package capacity.

### Included Event Styling

- Personalized design consultation
- Review of inspiration photographs and completed design selections
- Custom mock tablescape presented during the consultation
- Coordinated event theme and color palette
- One complete focal-area design
- Choice of a six-foot styled cake or dessert display with coordinated balloon décor, or an eligible modern arch-and-cylinder focal display
- Styled guest tables for up to 60 guests
- Floor-length base linens
- Access to eligible standard and upgraded overlays, runners and specialty linens
- Coordinated in-house centerpieces, including eligible elevated arrangements
- Coordinated eligible chargers and disposable tableware
- Styled food, cake, gift and specialty tables
- Throne or peacock chair
- Room uplighting coordinated with the event colors
- Professional décor setup before client access
- Professional décor breakdown after the contracted rental period



## PACKAGE #3: PERFECTLY ENCHANTED

### Up to 75 guests | Seven-hour evening rental

Perfectly Enchanted offers our most expansive core décor experience, additional rental time and seating for the venue's full standard capacity. It is designed for larger celebrations requiring additional guest seating, more vendor time and a longer celebration experience.

#### Investment

- Sunday-Friday: **\$2,800** plus sales tax
- Saturday and demand dates: Starting at **\$2,950** plus sales tax
- Nonrefundable reservation retainer: \$750
- Refundable incident deposit: \$300

#### Monday-Friday Availability

Any approved seven-hour rental window ending by midnight.

Custom timing is subject to availability. A prime-time fee does not apply Monday-Friday.

#### Standard Sunday Windows

- 9 a.m.-4 p.m.
- 4-11 p.m.
- 5 p.m.-midnight

Standard Sunday windows are \$2,800 plus sales tax.

Custom Sunday prime-time placement may be available for **\$3,100** plus sales tax.

All Sunday celebrations must conclude by midnight.

#### Saturday and Demand-Date Windows

- 9 a.m.-4 p.m.: \$2,950
- 4-11 p.m.: \$2,950
- 5 p.m.-midnight: \$2,950
- 6 p.m.-1 a.m.: \$3,150
- 7 p.m.-2 a.m.: \$3,250

Custom Saturday or demand-date prime-time placement may be available for **\$3,450** plus sales tax.

Sales tax is additional to all listed rates.

Late-night pricing accounts for extended venue operations and overnight staffing.

#### Best For

Larger milestone birthdays | Anniversary celebrations | Formal adult events | Elaborate themed parties | Large family gatherings | Celebrations involving caterers or multiple outside vendors



## PERFECTLY ENCHANTED INCLUDES

### Venue and Seating

- Seven hours of private venue access
- Seating for up to 75 guests
- Up to eight round guest tables
- Appropriate food, cake, gift, beverage and specialty tables based on the approved floor plan
- All standard venue amenities
- Dedicated venue attendant
- Bartender or hospitality attendant
- Final venue cleanup after the contracted rental period

Up to two round guest tables may be replaced with rectangular head tables when permitted by the approved floor plan.

This substitution does not increase the package capacity.

### Included Event Styling

- Personalized design consultation
- Review of inspiration photographs and completed design selections
- Custom mock tablescape presented during the consultation
- Coordinated event theme and color palette
- One complete focal-area design
- Choice of a six-foot styled cake or dessert display with coordinated balloon décor, or an eligible modern arch-and-cylinder focal display
- Styled guest tables for up to 75 guests
- Floor-length base linens
- Access to eligible standard and upgraded overlays, runners and specialty linens
- Coordinated in-house centerpieces, including eligible elevated arrangements
- Coordinated eligible chargers and disposable tableware
- Styled food, cake, gift and specialty tables
- Throne or peacock chair
- Room uplighting coordinated with the event colors
- Professional décor setup before client access
- Professional décor breakdown after the contracted rental period

### Important Timing Information

The seven-hour rental provides additional time for:

- Personal setup
- Catering and vendor arrivals
- A longer celebration
- Entertainment and event activities
- Removal of personal belongings and outside decorations



## **PACKAGE #4: ABSOLUTELY ENCHANTED**

### Up to 75 guests | Seven-hour evening rental

Absolutely Enchanted builds upon the complete Perfectly Enchanted experience by adding professional entertainment, an interactive photo experience and dedicated food-service support.

#### **Investment**

- Sunday-Friday: **\$4,300** plus sales tax
- Saturday and demand dates: Starting at **\$4,450** plus sales tax
- Nonrefundable reservation retainer: \$1,000
- Refundable incident deposit: \$300

#### **Sunday-Friday Evening Windows**

- 4-11 p.m.
- 5 p.m.-midnight

Sunday-Friday events must conclude by midnight.

#### **Saturday and Demand-Date Windows**

- 4-11 p.m.: \$4,450
- 5 p.m.-midnight: \$4,450
- 6 p.m.-1 a.m.: \$4,600
- 7 p.m.-2 a.m.: \$4,750

Sales tax is additional to all listed rates.

Late-night pricing accounts for extended venue operations and overnight staffing.

Prime-time placement is not offered with Absolutely Enchanted.

Best For  
Milestone birthdays | Birthday bashes |  
Anniversary parties | Retirement celebrations |  
Dances | Gala-style events | Evening celebrations  
where music and the guest experience are  
central



## **ABSOLUTELY ENCHANTED INCLUDES**

### **Complete Venue and Décor Experience**

Absolutely Enchanted includes the complete Perfectly Enchanted venue and styling experience for up to 75 guests:

- Seven-hour private evening rental
- Up to eight guest tables
- All standard venue amenities
- Dedicated venue attendant
- Bartender or hospitality attendant
- Personalized design consultation
- Custom mock tablescape
- Coordinated event theme and color palette
- One complete focal-area design
- Six-foot styled cake or dessert display, or eligible modern focal display
- Coordinated balloon décor
- Styled guest tables for up to 75 guests
- Eligible standard and upgraded linens
- Coordinated in-house centerpieces
- Eligible chargers and disposable tableware
- Styled food, cake, gift and specialty tables
- Throne or peacock chair
- Coordinated room uplighting
- Professional décor setup and breakdown
- Final venue cleanup after the contracted rental period

### **Five-Hour Professional DJ Service**

- Five hours of professional DJ service
- Professional sound and music management
- Standard event announcements and transitions
- Music for entrances, dancing, cake service and other approved activities

Specialty music edits, extensive emcee responsibilities, detailed scripts and complex cultural programming must be discussed and approved in advance.

### **Two-Hour Digital Photo-Booth Experience**

- Two hours of digital photo-booth service
- Digital photo sharing
- Standard backdrop
- Available props
- Photo-booth attendant when required by the selected setup

The photo booth has no cash value and cannot be exchanged, substituted or credited toward another service.

## **Red-Carpet Entrance Feature**

- Red-carpet entrance
- Gold or velvet rope stanchions, subject to availability
- Designated arrival or photo area based on the approved floor plan

## **Dedicated Waitstaff**

One dedicated waitstaff member is included for the full seven-hour rental to assist with:

- Setting up client- or caterer-provided chafing dishes
- Filling the lower chafing pans with water
- Lighting approved client- or caterer-provided Sterno
- Placing prepared food pans into the chafing dishes
- Replenishing prepared food, appetizers and desserts from available backup trays
- Maintaining buffet, refreshment and food-service areas
- Assisting with food and cake service
- Bussing guest tables throughout the celebration
- Clearing disposable plates, cups, utensils and napkins
- Maintaining clean and presentable dining and guest areas
- Removing trash and replacing liners as needed
- Packaging leftover food using client-provided take-home containers
- Providing additional general event-flow support

Clients or caterers must provide all prepared food, chafing dishes, food pans, approved Sterno, serving utensils and take-home containers.

Waitstaff does not cook or prepare food and does not replace a licensed caterer or full-service catering team.

Formal plated meals or events requiring extensive food service may require additional waitstaff.

When required or requested, an additional bartender or waitstaff member is \$50 per hour, per person, for the full contracted rental period.

# INCLUDED WITH EVERY PACKAGE

## INCLUDED WITH EVERY PACKAGE

Every Venue and Décor Package includes:

- Private main event room
- Separate private lounge and bar room
- Resin padded folding chairs
- Round and rectangular banquet tables
- Cocktail tables
- Appropriate tables for food, cake, gifts, beverages and specialty needs
- Twelve-foot covered food counter
- Platform stage
- Built-in draped venue backdrops
- Boxwood hedge wall
- Mirror-gallery wall
- Wood-look dance floor
- 75-inch Smart TV
- High-powered Bluetooth speaker
- Wireless microphones
- Color-changing room uplights
- Built-in party lighting
- Dimmable chandelier
- Refrigerator and freezer
- Microwave
- Water cooler
- Keurig coffee maker
- Complimentary Wi-Fi
- Climate control and ceiling fans
- ADA-accessible restroom
- Baby-changing station
- Free onsite and overflow parking

## Included Event Team

Every Venue and Décor Package includes:

- One dedicated venue attendant
- One bartender or hospitality attendant
- Basic bar tools
- Standard disposable cups
- Purchased ice
- Standard assistance with included venue operations
- Final venue cleanup after the contracted rental period

For dry celebrations, the second team member serves as a hospitality attendant and helps manage the lounge, beverage station and general guest needs.

Whenever alcohol is served or brought onto the premises, the second team member serves as the required venue bartender.

When required or requested:

- Additional bartender: \$50 per hour, per person
- Additional waitstaff: \$50 per hour, per person

Additional personnel must be scheduled for the entire contracted rental period.



## THE ENCHANTED DESIGN EXPERIENCE

### Personalized Event Styling

Your celebration begins with your ideas.

Before the design consultation, clients are asked to:

- Share inspiration photographs
- Share an optional Pinterest board
- Complete the applicable Design Guide
- Identify preferred colors, styles and important theme details
- Share any known cake, dessert, floral or vendor plans

Our team then prepares a mock guest-table design based on the submitted selections and pulls additional coordinating pieces for consideration.

During the consultation, clients may explore combinations of:

- Guest-table linens
- Overlays and runners
- Charger plates
- Disposable tableware
- Napkin styles
- Centerpieces
- Floral and decorative accents
- Candles and lanterns
- Cake stands and display pieces
- Backdrop styles
- Specialty seating
- Balloon colors
- Room-uplight colors
- In-house themed décor

## Cake and Focal-Display Design

The design consultation may also address:

- Linen color and style
- Cake-stand preferences
- Floral, candle or lantern accents
- Available theme-specific pieces
- Preferred level of decorative detail
- Minimalist versus fuller styling
- The relationship between the cake display and focal backdrop

## Balloon and Lighting Selections

Clients may submit balloon-color inspiration.

My Enchanted Events Venue will coordinate the closest available balloon colors based on current product availability.

Our team will also recommend coordinating uplight colors and record the approved room-lighting combination.

## Package-Specific Design Collections

Essentially Enchanted uses the streamlined Essentially Enchanted Design Collection.

Classically Enchanted, Perfectly Enchanted and Absolutely Enchanted provide access to the expanded eligible design collection within the quantities and styling scope of the selected package.

Some labor-intensive installations, exceptionally delicate inventory, custom purchases, fresh florals, specialty printing and décor exceeding the included package quantities may require an additional enhancement fee.

All included selections, enhancements and final design details will be confirmed in writing.



## OPTIONAL ENHANCEMENTS

Make It Extra

Available enhancements may include:

### Entertainment and Experiences

- Professional DJ
- Event host or emcee
- Character appearance
- Magician
- Party or LED robot
- Face painter
- Balloon twister

### Photo and Interactive Experiences

- Digital photo booth
- Selfie station
- Professional photography

### Styling Enhancements

- Additional focal-area design
- Additional balloon décor
- Balloon ring or arch installation
- Additional styled guest table
- Additional specialty table
- Additional centerpiece
- Specialty linens
- Marquee numbers
- Red-carpet entrance
- Throne or peacock chair

### Food and Service Enhancements

- Additional waitstaff
- Additional bartender
- Coffee or tea station
- Hot cocoa station
- Grazing display
- Refreshment bundle

### Beverage and Bar Experiences

- Beer and wine package
- Mixers package
- Mimosa bar
- Sangria service
- Crafted cocktail design
- Themed mocktail experience
- Bar snacks



Alcohol is not included in the base Venue and Décor Package rate.

Beverage-service selections, guest counts, required staffing and applicable licensing requirements must be confirmed in writing.

Ask to view our separate *Drinks & Delights Menu* for complete selections and pricing.

## IMPORTANT INFORMATION

### Reservations and Payments

A signed agreement and the applicable nonrefundable reservation retainer are required to reserve an event date and time. The retainer is applied toward the package balance and is not an additional charge.

Payments are due according to the schedule in the event agreement. The final balance must be paid no later than 30 days before the event.

Sales tax and applicable service fees are additional. Gratuity is not included.

### Refundable Incident Deposit

A separate \$300 refundable incident deposit is due one week before the event.

The deposit may be refunded following the event, less any documented deductions for damage, missing inventory, excessive cleaning, unauthorized overtime or alcohol, unpaid balances, policy violations or failure to remove personal belongings and outside decorations.

### Capacity and Rental Time

Published capacities include every adult and child in attendance. Seating capacity and available dance-floor space may be affected by the approved layout, food-service areas, vendor equipment, entertainment and selected enhancements.

Rental hours include all client and vendor access, personal setup, celebration time, breakdown and removal of belongings. All guests, vendors, food, gifts, equipment and outside decorations must leave by the contracted ending time.

Additional time is subject to availability and applicable overtime charges.

### Décor

Packages use eligible venue-owned inventory and are customized around the client's theme, colors, inspiration and completed design selections.

All décor is subject to availability, package eligibility and professional design approval.

Custom purchases, fresh florals, specialty rentals, highly labor-intensive installations and décor exceeding the package scope may require additional fees.

### Food, Catering and Alcohol

Outside food and approved vendors are welcome. Clients are responsible for arranging catering unless food or catering is expressly included in writing.

Venue staff may provide limited food or cake assistance but do not replace a caterer or full-service catering team.

Alcohol must be disclosed and approved in advance. A venue bartender is required whenever alcohol is present, including alcohol brought by guests. Clients provide alcoholic beverages unless otherwise included in writing or purchased through an eligible venue beverage package.

### Setup, Breakdown and Cleanup

My Enchanted Events Venue handles the setup and removal of included décor and final standard venue cleanup.

Clients and vendors must remove all personal belongings, food, gifts, rented equipment and outside decorations within the contracted rental period.

### Prime-Time Placement

Prime time is a custom middle-of-day rental window that prevents separate daytime and evening bookings.

Where offered:

- Sunday prime-time fee: \$300
- Saturday and demand-date prime-time fee: \$500
- 

Prime-time placement is subject to approval and is not available with every package.



## **Ready to create something beautiful?**

Let us help you create a personalized celebration designed around  
your style, your story and your guests.

**Scan the QR code to get in touch!**



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