



RICHEY EVENTS
VENUE

EMERALD PACKAGE

Reception Hall from _____ to _____

- ◆ Deluxe Event Décor
- ◆ Chiavari Chairs
- ◆ In-house Centerpieces
- ◆ Chargers (Gold or silver), Dinner Plate
- ◆ Water Glass, Napkin, Fork and knife
- ◆ Event Attendant throughout the event (1 for every 100 guests)
- ◆ 1 Bartender (up to 5 hours)
- ◆ Full setup and breakdown
- ◆ 1 Guest suite
- ◆ Security Guards (1 for every 100 guests)
- ◆ Post event Clean-up
- ◆ Table linen, overlays and sashes
- ◆ Gift Table
- ◆ Decorated Cake Table
- ◆ Decorated Sign in Table

Extras

- ◆ Top rated DJ
- ◆ Waiters (1 for every 50 guests)
- ◆ Cake for every guest (multiple designs & flavors available)
- ◆ Unlimited Tea and Lemonade through the dinner
- ◆ Catering which includes your choice of an Entrée served with 2 sides, and a choice of bread or tortilla. Menu upgrades are available

Events from 5pm to 1am, with entry into the venue allowed from 3pm on the day of the event. We would also provide 2 hours free 2-3 days prior to the event for rehearsals.

Please contact the venue directly for pricing and availability details.

Additional Services _____

First & Last Name _____ Phone _____

Total (\$) _____ =PPL _____ Event _____ Date _____

Today's Date

Customer Signature

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