



RICHEY EVENTS  
VENUE

## GRADUATION PACKAGE

Reception Hall from  to

- ◆ Event Décor
- ◆ Chiavari Chairs
- ◆ In-house Centerpieces
- ◆ Chargers (Gold or silver), Dinner Plate
- ◆ Water Glass, Napkin, Fork and knife
- ◆ 1 Event Attendant throughout the event
- ◆ 1 Bartender (up to 5 hours)
- ◆ Full setup and breakdown
- ◆ 1 Guest suite
- ◆ 1 Security Guard per 100 persons
- ◆ Post event Clean-up
- ◆ Table linen, overlays and sashes

Events from 5pm to 10pm,  
with entry into the venue  
allowed from 3pm on the day  
of the event.

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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