

## **The Fontainebleau Inn**

Terri and John Van Soest  
2800 State Route 228, Alpine N.Y. 14805  
email: [Innkeeper@FontainebleauInn.com](mailto:Innkeeper@FontainebleauInn.com)  
[www.FontainebleauInn.com](http://www.FontainebleauInn.com)  
607-594-2008

### **2023 Pricing and Policies**

**Wedding Rental Charge for 2023 (May through October)      \$10,500.00 plus 8% Sales Tax**

#### **This Pricing Includes:**

Eight beautiful overnight guest rooms for two nights.

Six hours of ceremony / reception time, providing exclusive use of the banquet area, common rooms, covered patio, gardens and grounds. Additional hours cost \$400.00 plus tax, billed to the nearest 1/4 hour.

Covered outdoor patio area overlooking the lake, used for cocktail hour, dancing and ceremony rain location. Includes tent sides and heat as required.

Tables and Mahogany Chiavari chairs. Indoor banquet room seating capacity is 150 guests.

Experienced event-planning assistance and coordination, including during the event.

Ample hours of prep and decorating time for caterers, florists, and musicians.

A complimentary Salon room and bath for dressing, hair, and make-up.

Interior sound system with cordless microphone for background music and toasts.

Rehearsal and use of patio for rehearsal dinner for up to 30 guests.

Our banquet room has air conditioning and heat, modern restrooms, and is fully insured. The entire facility is fully protected by a back-up power generator.

**Appointments:** Please note that the Inn is our home. If you or someone involved with your event needs to visit the Inn for any reason, please give us the courtesy of a call or email to schedule. Thank you for your consideration.

## General Policies

**Overview:** Food service must be provided by an outside caterer from our approved list. We provide beverage services, subject to some minimum charges (see our Alcohol Information below for details).

**Seating:** Our maximum inside seating capacity is 150 people. Tables and chairs are available as follows:

180 Mahogany Chiavari chairs with white padded seats for indoor and patio seating  
12 Oval Tables (8' long, 30" wide, seat 7- 10)  
18 Round Tables (4' across, seat 6)  
7 Round Cocktail Tables (3' across, seat 4)  
10 Rectangular Tables (four 6', six 8', all 30" wide, for head and buffet tables, etc.)  
Assorted table combinations for cake, gifts, D.J. etc.  
150 White Vinyl Ceremony Chairs

**Hours:** Events may take place between 2:00 p.m. and 11:00 p.m.

**Catering:** Your food service must be supplied by a caterer from our approved list:

<u>Business</u>	<u>Phone #</u>	<u>Email</u>	<u>Website</u>
Word of Mouth	607-387-3052	<a href="mailto:wordofmouth37@gmail.com">wordofmouth37@gmail.com</a>	wordofmouthflx.com
Macro Mama's	607-387-9111	<a href="mailto:macromamas@gmail.com">macromamas@gmail.com</a>	macromamas.com
Serendipity	607-273-2145		<a href="http://serendipitycatering.biz">serendipitycatering.biz</a>
Hope's Events	607-319-4091	<a href="mailto:adam.ciaschi@mail.com">adam.ciaschi@mail.com</a>	hopeerich.com
Sweet and Saucy	607-562-3135	<a href="mailto:sjd30@yahoo.com">sjd30@yahoo.com</a>	sweet-n-saucy.com

**Ceremony:** You are welcome to have your ceremony at the Inn. If the entire time of the event, including the ceremony, exceeds 6 hours, additional hours will be billed as described in our pricing above. White ceremony chairs are part of our package, including set-up and breakdown. We also provide a 10'x10' musicians' tent and a portable sound system available if needed.

The Lawrence Chapel, next door to the Inn, is a charming site for your ceremony. It will accommodate 150 people. The Schuylar County Historical Society owns and manages the site. Their phone is 607-535-9741, or contact Jane Lesyk by email at [janeleszyk@gmail.com](mailto:janeleszyk@gmail.com).

**Music:** You may choose your own entertainment for your event (DJ, band, etc.). Because the Inn is in a residential lake community, we will work with the service you choose to maintain appropriate sound levels.

**Rehearsals:** You may rehearse your ceremony and host an informal rehearsal dinner as part of our package. We ask that the rehearsal not take more than 1.5 hours and that the number of participants be limited to 30 guests. Dinners may be 3 hours, and must end by 9:00 p.m.

### **Bed and Breakfast Rooms**

Our package includes use of eight beautiful guest rooms for two nights (maximum occupancy 18). Breakfast buffet for the room guests is also included each morning. All rooms have queen beds and private baths, wifi, air conditioning, hair dryers, irons and ironing boards. One room is handicapped accessible on the first floor. An additional 4% Room Tax of \$120.00 is applicable based on a \$1500.00 per-night value of the rooms portion of our rental package. Additional nights for the use of all rooms are available for \$1200.00 per night plus sales and room tax.

### **Beverage Service**

The Inn has a liquor license from New York State and must serve all alcoholic beverages. We try to be as flexible as possible in providing the style of service you desire, while maintaining a responsible atmosphere.

You have the choice of offering (1) a complimentary full open bar including liquor, or (2) complimentary wine and beer. Both options use a consumption-based billing structure. Your final beverage charges will be based upon which items you choose to serve, your final guest count, the length of your party, and how much your guests drink. The advantage of this method is you will only pay for what is consumed. Each party is different, but our experience is that final bills generally fall in the \$30 to \$36 per person range for all beverage charges, plus tax, before gratuity.

The final beverage bill will be the sum of two components: Base Fee, and Consumption Charges:

**Base Fee:** We charge a **base fee of \$5.00 per person** on your final guest count, which covers costs for bartenders and staff, glassware, unlimited non-alcoholic beverages, ice, and supplies for a six hour event. Additional event time is billed at \$1.00 per guest per hour, billed to the nearest 1/4 hour (note this fee applies only to guests over 5 years old).

**Consumption Charges:** We charge for the quantity of complimentary beverages actually consumed at your event (i.e. bottles, kegs), based upon the prices listed below or from our current Wine & Beer List. Consumption charges are subject to a **per person minimum of \$25.00**. If the actual per-guest consumption charges fall below this minimum, we bill the minimum per guest instead of the actual quantities consumed.

Both the Base Fee and Consumption charges are subject to a **guest count guarantee of 100**.

### **Consumption Prices:**

Beer, Wine, and Champagne: See our current Wine & Beer list for options and prices, available on our website.

Liquor: Liquor charges are based on the actual amounts consumed, billed to the nearest tenth of each bottle used at the prices below:

Top Shelf per liter bottle	\$100.00
Bar Brand per liter bottle	\$65.00

**Please note** – In order to discourage over-consumption of alcohol, the Fontainebleau Inn refuses to serve shots. We reserve the right to cut off anyone exhibiting signs of inebriation.

**Catering Labor Charge:** The final beverage bill is subject to a 10% Catering Labor Charge. This charge is not a gratuity, and is not paid as such to only the staff that serve your event. Instead, it funds fair living wages and associated overhead for all Inn employees who support the operations of the Inn and the events we host. This charge is subject to NYS Sales tax.

**Gratuity:** Gratuities for catering servers are customary. We will recommend a gratuity range of 8% to 10% of the final beverage bill, which we believe is appropriate in the context of the Catering Labor Charge and our commitment to fair wages. Gratuities are determined at the discretion of the customer, are paid entirely to the service staff that work your event, and are not subject to NYS Sales tax.

### **Booking Your Event**

**Deposits:** The Inn requires a **Reservation deposit of \$3,000.00** to reserve a date. A **second deposit of \$3,000.00** is due by January 15<sup>th</sup> of the event year. Both of these payments will be deducted from the final bill at the time of the event. Note we do not accept credit cards, so all payments must be by cash or check.

### **Cancellation**

If you cancel your reservation and we are able to rebook your reserved date with what we judge to be a comparable event, we will refund any deposits paid, less a non-refundable fee of \$500.00. Comparability will be based on the size and scope of both reservations. Due to the lead time in event bookings, early cancellations are much more likely to result in refunds.