

# THE VENUE

at Beach Weekend



Phone: 850-716-1900

Address:

109 Brooks St SE

Ft. Walton Beach, FL 32548

Email: [venue@beachweekend.com](mailto:venue@beachweekend.com)


*Congratulations on your recent engagement!*

EXPLORE OUR SERVICES AND LET US HELP YOU CREATE  
AN UNFORGETTABLE CELEBRATION THAT REFLECTS  
YOUR UNIQUE LOVE STORY, LEAVING YOU WITH  
CHERISHED MEMORIES THAT LAST A LIFETIME.

YOUR JOURNEY TOWARDS A BEAUTIFUL AND MEMORABLE  
WEDDING BEGINS HERE.



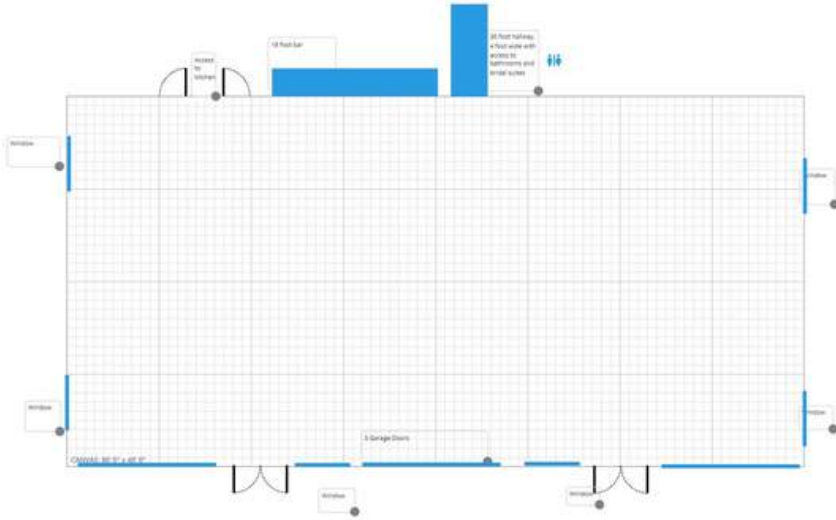
# PRICING OVERVIEW

<p>Starting Costs</p>	<p>Wedding Base Price based on a seasonal schedule, please see seasonal pricing - 7% County Tax, 18% Service Fee, and 4% Booking Fee</p>	
<p>Capacity and Time</p>	<p>200 Formal Seating, 300 Cocktail Mix of Formal &amp; Cocktail Seating 10AM to 10PM</p>	
<p>Our Spaces</p>	<p>9000sqft - Main Hall, Finishing Kitchen, Bridal Suites, Covered Patio, Waterfront Lawn</p>	
<p>What we provide: Inclusive Pricing</p>	<p>Reception seating for up to 150 guests</p> <p>Standard White Linens</p> <p>Setup , Breakdown, and Cleaning Services</p> <p>Custom In-House Bar Available</p> <p>Preferred Vendor List</p> <p>Special pricing for Beach Weekend vessels and vacation home rentals - dates permitting</p>	 <p>Reception Hall</p>



# THE DETAILS

## The Venue Space



- The Venue is 1 acre on the water
- 9,000 Sq. Ft. Total
- 6,000 Sq. Ft Heated and Cooled
- 150 Ft Wide - Water Frontage
- 100 Ft Deep - Lawn Area
- 40 parking spots on-site

Main Hall Facility Layout - 80' x 40'- Not pictured; Kitchen, Bridal Suites, Patio, Lawn

## Seasonal Pricing Starting Costs

January, February, June, July & August	\$8000.00
March, April, & December	\$9000.00
May, September, October & November	\$10,000.00

## Investment



Safety Deposit. Due with signed Contract	20% of Event Space Total
First Payment, Due with signed Contract	20% of Balance
Second Payment, due 6 months prior to event*	50% of Remaining Balance
Final Payment, due 60 days prior to event*	Entire Balance

\*See Venue Representative for Additional Payment Schedule



# STOCK ITEMS

All items provided with Base Rental

<p><b>Seating &amp; Tables</b></p>	<p>For up to 150 guests.</p> <ul style="list-style-type: none"><li>● 10 - 8ft Farmhouse Tables</li><li>● 10 - 5ft Round Tables</li><li>● 10 - 24in Cocktail Tables</li><li>● 5 - 8ft Buffet Tables</li><li>● 1 - 4ft Round Cake Tables</li><li>● 1 - 5ft Sweetheart Table</li><li>● 150 Metal Café Chairs, Black</li></ul>	 <p>Farmhouse Table with Café Chair</p>
<p><b>Linens</b></p>	<p>Traditional white linens provided for 5ft rounds</p> <p>Table Covers are provided for buffet, and cocktail tables only.</p> <ul style="list-style-type: none"><li>● 10 Cocktail Coverers, White or Black</li><li>● 10 Round Table Cloths, White 120"</li><li>● 10 Spandex Buffet Covers, White or Black</li></ul>	 <p>Buffet Table with White Draped Linen</p>



# ADDITIONAL RENTALS

## Glassware and Tableware

Glassware; Wine, Highball, Martini, Water Goblets, Steamless Champagne Flutes	\$1.00 per piece
Plates; 11 in, 6 in. White China	\$1.50 per piece
Chargers: Black Metal, White Scalloped	Black - \$5.00 per piece White - \$2.00 per piece
Silverware; Butter Knife, Steak Knife, Fork, Spoon	\$0.75 per piece

## Additional Linens Beyond Provided Amount

Draped Linens; 120" Round, 90"x 132" Rectangle, White	\$25.00 per piece
Spandex Table Covers; Cocktail, Banquet, White or Black	\$15.00 per piece
Linen Napkins, 16" Black or White	\$2.50 per piece
Specialty Linen Rentals	See Venue Representative

## Décor and Other Rentals

Outdoor Bar, White	\$450.00
Greenery Box Wall	\$300.00
Outdoor Market Lights	\$600.00
Ceremony Benches	\$50.00 per piece





# ADDITIONAL SERVICES

Bar Service	Please see Bar Package
Furniture Removal	If patio furniture or indoor seating needs to be removed from property a removal fee of \$500.00 will be applied to rental invoice.
Servers and Bussers	The Venue does not provide servers or bussers. These are a service that we do require you to hire via your caterer or a professional service provider.



# BAR SERVICE PACKAGES

Please refer to our Bar Packages for a detailed overview of our offerings and additional options for your bar.

Non-Alcoholic	A hassle free option of tea, lemonade, soda and choice of juices <b>\$10.00 per guest</b>
Beer & Wine	A simple, modest bar program. Thoughtfully curated beer and wine selections to compliment your big day <b>\$20.00 per guest</b>
Call	This beverage program is well rounded and something for everyone <b>\$25.00 per guest</b>
Top Shelf	This is our premium package; a full bar option <b>\$30.00 per guest</b>



# FAQ'S & RULES

We respectfully ask that you carefully read this section!

Venue Hours	<p>The Venue hours are 10am - 10pm. <b>Music is off, personal items are removed, and guests depart by 10PM.</b> Vendors may stay later to pack up items, as long as times have been arranged with your Venue representee. Your rental period is your time to setup personal decorations.</p>
Throwables	<p>No confetti, birdseed, rice or floating lanterns allowed inside or outside; real flower petals not artificially colored are allowed with prior approval from Manager. Sparklers are not allowed on property.</p>
Enhancements	<p>Your Venue Representee is happy to assist with coordinating upgrades for our available décor. All personal décor or outsourced rental items are the sole responsibility of the guests for setup and removal. The Venue does not setup, clean, or move any items not provided by The Venue.</p> <p>All requests for additional items, services, and staff must be placed at a minimum of 30 days prior to event.</p> <p>Requests made after final payment is due must be paid day of invoice sent.</p>
Wedding Planners	<p>To ensure a flawless event, a <b>professional</b> wedding planner is required to assist you with rehearsal, ceremony, and reception details. The Venue will communicate through your planner as much as possible to avoid any possible confusion for events. We ask that you communicate through your planner as much as possible! See Venue Representative for in house coordinator!</p>
Accommodations	<p>Due to the popularity of Beach Weekend Properties, prevailing rental rates and minimum-night stay requirements may still apply for guests who may wish to stay with Beach Weekend for the event. Please reach out directly to the Beach Weekend vacation property manager to find rates and availability.</p>
Rehearsals	<p>Rehearsal times may be booked (30) thirty days prior to event.</p> <p>Location and times are subject to space and availability. Rehearsals are not a dinner. No alcoholic beverages permitted. All guests must leave property after ceremony program is complete.</p> <p>We ask that all trash be removed as to keep the space clean for the next couple!</p>
Food & Beverage	<p>Due to health regulations, liquor ordinances and liability insurance, it is required that all food come from a licensed and insured catering company.</p> <p>The company will understand that The Venue provides a finishing kitchen and onsite preparation of food is not allowed. All alcohol on the property will be handled by Venue employees only and will remain behind the bar for the duration of the event.</p> <p>Alcohol will not be served prior to the ceremony. The Venue bartenders are experienced and have the ability to end service for a customer or event. Beer, Wine, and Liquor is to be purchased The Venue - see Bar Package. Please see your contract for more information.</p>





# FAQ'S & RULES

continued

We respectfully ask that you carefully read this section!

Tours	<p>We love to see our couples!</p> <p>However, as an event venue we host events on all days of the week. Due to this we ask that you schedule meetings at least 48 hours in advance.</p> <p>Tours can be scheduled during office hours; Monday - Thursday 9am-3pm.</p>
Dogs & Other Pets	<p>Dogs are only allowed to be on property for the duration of the ceremony. Prior to ceremony and after, animals are not allowed. We recommend looking at our partners list under pet-care for local animal sitting services!</p>
Candles	<p><b>The use of any type of open flame is prohibited in all buildings and throughout the site.</b></p>
Courtesy Protocol	<p>The Venue reserves the right to request any person or group of people acting unruly, aggressive, and contrary to rental regulations to leave the premises. Assistance from law enforcement agencies will be required if this request is not met immediately.</p>
Children	<p>Children under the age of 16 must be supervised by at all times.</p>
Smoking	<p>The Venue is a fully non-smoking property. We ask that you inform your guests of this. Discarded cigarettes found on property will incur an additional fee subtracted from safety deposit.</p>
Decorations	<p>Only removable non-damaging adhesives and drafting tape may be used to affix decorations and/or signs. Any other decorations, signage, electrical configurations or construction must be pre-approved by The Venue. Decorations may not be hung from light fixtures. All decorations must be removed without leaving damages directly following the departure of the last guest, unless special arrangements have been made between the guest and The Venue. Note - No masking tape, duct tape, electrical tape, transparent tape or double stick tape is allowed. All other decorations must be freestanding.</p>
Early Dropoff	<p>We do not permit early drop-off or early access under any circumstances. We are day-of-only facility due to the high volume of events.</p>
Safety Deposit	<p>The Safety Deposit is fully refundable after the event given there are no damages to the building &amp; property or violations to the contract.</p>



# PREFERRED VENDORS

Our preferred vendors are hand-selected based on their exceptional quality, reliability, and dedication to creating unforgettable experiences. These professionals are highly recommended and undeniably the best in the area.

To explore our curated list of top-tier professionals, be sure to check out The Venue Look Book, where you'll find detailed information on our preferred vendors. When you choose one of our trusted partners, you're ensuring that every detail of your event is handled with expertise and passion.

## Event Planners

*Madison Leigh Events	O: 405.664.9619	<a href="http://www.madisonleighevents.com">www.madisonleighevents.com</a>
*Addison Kay Weddings	O: 601.899.2555	<a href="http://www.addisonkayweddings.com">www.addisonkayweddings.com</a>
*The Eventful Planner	O: 850.939.4216	<a href="http://www.theeventfulplanner.com">www.theeventfulplanner.com</a>
*Chelsea McBrien Wedding & Events	O: 850.530.1122	<a href="http://www.chelseamcbrienwweddings.com">www.chelseamcbrienwweddings.com</a>
*Exquisite Weddings & Events	O: 850.685.2055	<a href="http://www.exquisiteweddingsllc.com">www.exquisiteweddingsllc.com</a>

## Day-of-Coordinator VS Full-Time Wedding Planner

A Day-of Coordinator steps in about 4-6 weeks before your wedding to ensure everything you've planned runs smoothly. They focus on logistics, managing the timeline, coordinating with vendors, and handling any issues on the big day. This is perfect for brides who've done all the planning themselves but want professional help to execute it.

A Full-Time Wedding Planner works with you from the very beginning, helping with budgeting, vendor research, design, and overall coordination. They provide guidance and support throughout the entire process, making them ideal for brides who feel overwhelmed or want expert help bringing their vision to life. The main difference is that a Day-of Coordinator executes your plans, while a Full-Time Planner helps you create them.



# PREFERRED VENDORS

## Catering

*The Eventful Planner	<a href="http://www.theeventfulplanner.com">www.theeventfulplanner.com</a>	O: 850.939.4216
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## Photography

*MPH Photography	<a href="http://www.mph-photos.com">www.mph-photos.com</a>	O: 850.686.9048
*ADINA Photography	<a href="http://www.weddingsbyadina.com">www.weddingsbyadina.com</a>	O: 561.239.1098
*Proart Photovideo	<a href="http://www.proartphotovideo.com">www.proartphotovideo.com</a>	O: 850.737.4646
*Autumn & Co Photography	<a href="http://www.autumnsphotography.com">www.autumnsphotography.com</a>	O: 251.236.2423

## Videographers

*Proart Photovideo	<a href="http://www.proartphotovideo.com">www.proartphotovideo.com</a>	ig: @georgesalajeau
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## DJs & Bands

*HighLight Weddings & Entertainment	<a href="http://www.highlightweddingsandentertainment.com">www.highlightweddingsandentertainment.com</a>	O: 850.665.0055
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# PREFERRED VENDORS

## Florals

*Exquisite Weddings & Events	<a href="http://www.exquisiteweddingsllc.com">www.exquisiteweddingsllc.com</a>	O: 850.685.2055
*Lady Basil	<a href="http://www.ladybasil850.com">www.ladybasil850.com</a>	O: 850.830.3433

## Rentals

*The Big Day Event Rentals	<a href="http://www.thebigdayrentals.com">www.thebigdayrentals.com</a>	O: 850.862.3176
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## Transportation

*A Bride's Ride	<a href="http://www.abridesride.com">www.abridesride.com</a>	O: 850.450.0460 O: 850.316.0635
*Holloway Yacht Charters	<a href="http://www.hollowayyachts.com">www.hollowayyachts.com</a>	O: 850.809.2248

## Accommodation

*Beach Weekend Rentals	<a href="http://www.beachweekendrentals.com">www.beachweekendrentals.com</a>	O: 850.739.7479
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# NEXT STEPS

Please schedule a meeting with us at your next convenient date and time. Reach out to:

Suzy	P: 850.716.1900	E: suzy@beachweekend.com
Kristine	P: 850.716.1900	E: kristine@beachweekend.com

