



## TOP QUESTIONS WHEN CONSIDERING HOLDING A WEDDING AT CHATEAU CHANTAL

### 1. How many guests can we accommodate for a Wedding?

Our wedding group size is capped at the amount which we can accommodate in our B&B which is **42**.

### 1. How many rooms are in the B&B?

We have a total of 11 rooms. The breakdown is 6 Master Suites, 2 Original Suites, 2 Single Rooms and 1 Executive Apartment. Our Suites can accommodate 4 guests. Each has a queen size sleeper sofa. The apartment can hold 6 guests. **The maximum number of over-night guests is 42.** Our suites are rated for 2 guests only. The additional guests are charged \$25 per guest per night. The apartment is rated for 4. If you have 2 additional guests in a suite or the apartment \$50 per night is added to the bill.

### 3. What are the primary charges for having a wedding at Chateau Chantal?

- Hospitality Room - \$5,000
- Coordination Fee - \$1,000 - \$1,500 minimum (This may be modified depending on what will be required).
- Set up/clean up – Base charge is \$150 which covers a total of 3-hours. If more time is required it is billed out at \$100/hour with a minimum of 1 hour. Plus: Linen Fee - \$150
- Room Rental – All Rooms and Suites must be rented in order to hold a wedding at Chateau Chantal. (Cost is approximately \$2,400-\$2,700 per night depending upon mid-week vs weekend and the number of guests in each room). Two-night stays will be required for most weddings.
- Security Deposit - \$500
- Catering Fee – Price will vary based on selection. A per person cost is developed with you with Chateau Chantal contracting and coordinating this service.

### 4. Does Chateau Chantal handle Caterer and Florist arrangements?

The answer is **yes**, we may. Caterer more so than florist but we may do both if desired. We will work with you to design the menu and the wine list. We have some preferred caterers with which we work, but will consider other options. Any caterer approved must be hired and billed through Chateau Chantal with planning through our wedding coordinator. You are welcome to work with any florist but we have some general recommendations available.

### 5. Do you have a list of wedding officiates who could perform the ceremony for us?

Yes, we have a number of recommendations.

### 6. Where would a wedding ceremony be held?

The most common area is the West Patio or in the vineyard. If the weather doesn't permit an outdoor ceremony we may move everything into the hospitality room. This will require

additional set up since it is also where the reception is held. It will also alter your schedule.

### 7. May we hire a band or a DJ for our reception?

The answer is yes, with the following restrictions:

- a) The use of loud bass sounds is restricted.
- b) No music containing profanity is permitted.
- c) No speaker or sound outdoors is allowed.
- d) The reception is concluded at 11:00.

### 8. May we have the dinner out on the patio?

No, we are not allowed to have tents or structures outside.

### 9. Is wine the only beverage allowed for a reception?

Chateau Chantal wine must be served, but if an additional beverage such as beer is provided by the guests it will be added to the bar table where the wait staff may serve it to your guests. Chateau Chantal only provides the wine, coffee and tea.

### 10. What type of Payment Plan is required by Chateau Chantal?

50% of the estimated bill is due at the time of the booking. The remaining 50% balance is due 30-days prior to the event including all B&B room fees.

### 11. What happens if I have to cancel my wedding, what is your cancellation policy?

If you need to cancel your reservations you will lose all or a portion of your total deposit. This is dependent upon your date of cancellation. Chateau Chantal will use a sliding scale to determine the specific amount of your deposit that will be lost. **If you cancel within 30 days or less you may be subject to loss of 100% of your deposit. 60 to 30 days you will lose 50% of your deposit, 90 days or more you will lose 25% of your deposit.**

If additional items or services are added at a later date, all additions must be in writing and attached to the original contract. Upon agreement with the contract, Chateau Chantal will require 50% of the room cost to complete the booking. The remaining balance of all charges is due 30-days prior to the event. **If the balance has not been paid 30-days prior to the event date, Chateau Chantal reserves the right to cancel the event.**

### SPECIAL CANCELLATION NOTICE

If Chateau Chantal cancels an event due to payment issues and it is 14 or more days prior to the event, Chateau Chantal will refund the room deposit minus non-refundable deposit (\$25.00 per room and \$50.00 per apartment), and minus the coordination fee. If the cancellation occurs within 7 days or less no return of deposit will be provided.

**For additional information call:**

**Ann Pettyjohn 231-223-4110 x13**

**or 800-969-4009 x13**

**Fax 231-223-4130**

**apettyjohn@chateauchantal.com**