

BUDGET FORM

EVENT: \_\_\_\_\_



At The California Citrus  
State Historic Park

EVENT DATE/ TIME:

PHONE:

EMAIL:

GUEST COUNT:

Ceremony & Reception     Reception Only     Custom

QUANTITY	DESCRIPTION	PRICE
<input checked="" type="checkbox"/>	<b>Venue Includes:</b>	\$ _____
	5 Hour Use of Venue	Included
	Choice of Table: 60" Banquet Rounds/ Rectangle (Up to 150 guests)	Included
	Seating: Chivari Chairs (Up to 150 guests)	Included
	Room Set-Up	Included
	Door Attendant	Included
	Event Management Staff On-Site Does not replace wedding coordinator	Included
	<b>Required Additions:</b>	
<input checked="" type="checkbox"/>	Cleaning Fee	<b>\$250.00</b>

<input type="checkbox"/>	<b>Ceremony: 1 Hr.</b> Ceremony set-up includes ONLY chair set-up: <i>No decorating included</i> (Up to 150 guests)	<b>\$1500.00</b>
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	Upgrades & Additions:	
<input type="checkbox"/>	Additional Hours: \$500.00 ea.	\$ _____
<input type="checkbox"/>	Additional Guests over 150: \$10.00 pp	\$ _____
<input type="checkbox"/>	Venue Rental Prior To Event: \$200.00 per hr.	\$ _____
<input type="checkbox"/>	Additional Security: \$250.00 ea.	\$ _____
<input type="checkbox"/>	Servers/ Bussers: \$200.00	\$ _____

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<input type="checkbox"/>	<b>Bridal Suite Rental:</b> \$350.00	\$ _____
<input type="checkbox"/>	<b>Drink Station:</b> (Choice of 3: Lemonade, Tea, Punch & Infused Water)	<b>0-100 Guests • 100-200 Guests</b> \$ _____
<input type="checkbox"/>	<b>Water Station Only:</b> \$100.00	\$ _____
<input type="checkbox"/>	<b>Coffee Station:</b> (Regular & Decaf)	<b>0-100 Guests • 100-200 Guests</b> \$ _____
<input type="checkbox"/>	<b>Bartender: \$250.00 ea.</b> (Does not include alcohol)	\$ _____
<input type="checkbox"/>	<b>Bar Package:</b> (A \$1500 minimum bar is required: CC will be needed to place on file in case of amount under \$1500. The venue will charge the shortage amount at end of event.)	\$ _____
<input type="checkbox"/>	<b>Cash Bar: Bar License Fee</b> <b>OR</b> <b>BYOB: Tip Fee</b>	\$ _____
<input type="checkbox"/>	<b>Approved Outside Catering</b> <b>Fee: \$500.00</b> (Must attach license & insurance)	\$ _____
<input type="checkbox"/>	<b>ProVenue Vendor List:</b> <b>\$350.00</b> (Must attach license & insurance)	\$ _____
<input type="checkbox"/>	<b>Décor Store: \$500.00</b>	\$ _____
<input type="checkbox"/>	<b>Premium Parking 75+ Cars:</b> <b>\$250.00 over 150 Guests</b>	\$ _____

*\*In-House Day of Coordinator is required for all wedding events\**

**(Ceremony Fee 150 Guests: \$150.00 • Reception Fee 150 Guests: \$995.00)**

SUBTOTAL: \$ \_\_\_\_\_

PAID: \$ \_\_\_\_\_

**TOTAL DUE: \$ \_\_\_\_\_**

**Rental Items Paid Separately**

- Linens, Linen Napkins, Dinner Plates
- Cake Plates, Flatware, Water Goblets, DJ

*This proposal includes the conditions noted:*

\_\_\_\_\_  
Signature of Approval

\_\_\_\_\_  
Date