

EVENT: _____



At The California Citrus
State Historic Park

LOCATION: Citrus Park

EVENT DATE/ TIME:

PHONE:

EMAIL:

GUEST COUNT:

COORDINATOR:

Ceremony & Reception Reception Only Custom

QUANTITY	DESCRIPTION	PRICE
<input type="checkbox"/>	Venue Includes:	
	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
	Required Additions:	
<input checked="" type="checkbox"/>	Cleaning Fee	\$250.00
<input checked="" type="checkbox"/>	Day of Coordinator	\$995.00 and up (Pay Separately)

	Upgrades & Additions:	
<input type="checkbox"/>	Additional Hours: \$200.00 ea.	
<input type="checkbox"/>	Additional Security: \$150 ea.	
<input type="checkbox"/>	Additional Chair & Table Rental Fee for Over 150 Guests: \$5.00 pp	
<input type="checkbox"/>	Bridal Suite Rental: \$250.00	
<input type="checkbox"/>	In House Catering: \$_____ pp	
<input type="checkbox"/>	Food Tax: 8%	
<input type="checkbox"/>	Service & Gratuity: 18%	

<input type="checkbox"/>	Approved Outside Catering Fee: \$350.00 Must attach license & insurance	
<input type="checkbox"/>	China Plates: \$0.45 ea.	
<input type="checkbox"/>	Cake Plates: \$0.40 ea.	
<input type="checkbox"/>	Flatware: \$0.25 ea.	
<input type="checkbox"/>	Water Goblets: \$0.50 ea.	
<input type="checkbox"/>	Drink Station: \$1.95 pp (Choice of 3: Lemonade, Tea, Punch, Infused Water)	
<input type="checkbox"/>	Coffee Station: \$1.95 pp (Regular or Decaf)	
<input type="checkbox"/>	Linens \$10 - \$15 ea. Color:	
<input type="checkbox"/>	Linen Napkins \$0.65 ea. Color:	
<input type="checkbox"/>	Servers & Bussers: \$150 ea.	
<input type="checkbox"/>	Bartender: \$150 ea. Does not include alcohol	
<input type="checkbox"/>	DJ: \$900.00-\$1,500.00	
<input type="checkbox"/>	AV Equipment <input type="checkbox"/> Podium <input type="checkbox"/> Microphone <input type="checkbox"/> Speaker	
<input type="checkbox"/>	Bar Package: \$_____ pp	
<input type="checkbox"/>	Outside Alcohol Permit: \$50.00	
<input type="checkbox"/>	Portable Bar Rental (Prices Vary Per Package)	
<input type="checkbox"/>	Upgrade Bar Glassware: \$200.00	
<input type="checkbox"/>	Champagne Toast w/ Flutes: (Based on Guest Count)	
<input type="checkbox"/>	Décor Store: \$500.00	

Prices subject to change on availability.

This proposal includes the conditions noted:

SUBTOTAL:

PAID:

TOTAL:

Signature of Approval

Date