

RAMADA & Conference Center

Dear Bride-to-Be:

Thank You for your Interest in the RAMADA!

I'm including information for planning your wedding at the RAMADA. Our Event Management team is anxious to assist you in all of your needs. Planning a wedding can be a very arduous task but with our assistance it will be a well-planned, well-organized and memorable event!

Please look over the information and if you have any questions please don't hesitate to call.

In order to reserve your date and time here at the RAMADA I will need the following:

1. The Room Rental to serve as deposit
2. A signed copy of the Rules and Regulations
3. A signed copy of the Event Contract
4. A signed copy of the Setup Contract
5. A credit card on file

I look forward to making this a delightful and beautiful event. If there is anything more I can do please let me know!

Sincerely,

Mika VanHoose

Director of Sales

Sales and Marketing Department

sales@ramadapaintsville.com

www.ramadapaintsville.com

800-951-4242 or 606-789-4242

RULES AND REGULATIONS

Weddings and Receptions

1. **CONTACT:** One person will be designated as a contact that will give all requests to management.
2. **DECORATING:** May be done the evening prior to the wedding or after rehearsal until midnight, providing there are no functions in progress. Pins, all types of tape, pushpins, tacks, etc. are not to be used in the ballroom.
3. **DEPOSIT:** A Non-refundable Deposit is due on the Date of Reservation with a signed contract with the RAMADA. All Contracts and papers corresponding with your wedding must be signed and on file prior to the rehearsal evening.
4. **PAYMENTS:** All additions and/or changes to your function, including food, must be made a week prior to the function date. The entire payment must be paid in advance. Your portfolio must show a zero balance on Monday prior to your wedding. Any additions/replenishments added on the evening of the Wedding/Reception must be paid at the end of the event.
5. **SECURITY:** RAMADA reserves all rights to refuse service to any person for any reason. At the discretion of the hotel, the RAMADA reserves the right to stop any function in progress prior to the contracted end time. The RAMADA reserves all rights to remove guests for any reason that we see fit. The RAMADA reserves rights to cease DJ performance if volume does NOT remain respectful of hotel guests. Regardless of the reason your event may be cancelled, your deposit is non-refundable.
6. **RESPONSIBILITIES:** The Wedding Contact will be responsible for: All wedding gifts, Personal Wedding Accessories/Decorations, All Live Floral Arrangements, contacting a Wedding Cake Specialist, Wedding Coordinator, Limo Driver, Photographer, as well as any Delivery/Pick-up of said items and ARE NOT the responsibility of the RAMADA.

I have read and understand all of the above rules.

Signature _____

Date _____

WEDDING SERVICES PROVIDED BY

Ramada

1. Table & Chairs
 2. Table Cloths (*Choice of Color: Red, White, Hunter Green, Royal Blue, Sand and Black*)
 3. Food & Beverage Setup, Service, Cleanup
 4. Table Skirting with Starlights for food, Gift, Head Table and Cake Table
 5. Sections of Tall lattice Wedding Wall Decorated with Lights & Draping
 6. Optional Stage for Ceremony
 7. Table Centerpieces @ **additional charge** *Choice of: Hurricane Globes & Pillar Candle on Mirror Tile & Crystal Stones*
 8. White Tulle & Lights Down Spiral Staircase-**ONLY**
- Note: We DO NOT Decorate the 2nd or 3rd floor Railings with Lights & Tulle*
9. Napkin Setup: *Choice of Color: (Red, White, Ivory, Hunter Green, Purple, Yellow, Royal Blue, Pink, sand, Black, Silver, Brown And Burgundy)*
 10. Candelabras @ **additional charge** *Choice of: (1) Heart-Shaped, (2) Spiral, (2) Table Top*
 11. PA System and Microphone Setup
 12. Chair Covers @ **additional charge** *Choice of Color: (White, Black and Cream)*
 13. Lamp Posts Decorated with Lights & Tulle

Wedding Services NOT provided by RAMADA

1. DJ Service/Music for Ceremony ***NOTE: DJ music MUST remain respectful of hotel guests- If RAMADA staff requests music be turned off 3x's the DJ WILL be asked to cease music production**
2. Photographer
3. Limousine or Driver
4. Wedding Cake
5. Wedding coordinator
6. Live Flowers
7. RAMADA Staff is NOT responsible for Running Wedding Rehearsal or Ceremony
8. RAMADA is NOT responsible for any damages to wedding accessories/decorations left out prior to or after Wedding Ceremony/Reception
9. RAMADA is NOT responsible for placement of wedding accessories/decorations
10. All decorating and setup will begin the morning of the event
11. We **DO NOT** cut or **SERVE** the Wedding Cake

DELUXE WEDDING SETUP & FACILITY FEES

For Wedding Ceremony and Reception Brides Can Choose From:

Beautiful Garden Atrium, Grand Argand Ballroom or the New Orleans Style Gazebo

Package includes Set-up & Facility Fees for Wedding and / or Reception

Set-up for Ceremony Includes:

Risers with Skirting, Hotel PA System, Decorative Standing Podium

and Lapel Microphone for Minister

Decorative Wedding Wall

Seating to Accommodate 400 Guests

Set-up for Reception Includes:

Skirting and Star lights for Head Table, Wedding Cake table,

Grooms Cake Table, Guest book Table, Gift Table and Memory Table

Special Set-UP for:

Hors D'oeuvres, Private Buffet, Five Star Sit Down Banquet Service,

Deluxe Beverage Station, Punch, Head Table, Choice of Folded Linen Napkins,

Risers for Live Entertainment, (20'x20' Dance Floor in Grand Ballroom), Adjustable Lighting,

TV/DVD for Videos and 8'x10' Screen for LCD Projection,

Wait Staff serves in Tuxedo Formals, Clean Up of Facility

Complimentary 1-Hour Scheduled Rehearsal

Guest Room for Bride to Dress in

Price:

For Grand Argand Ballroom & Garden Atrium \$1600

Beautiful Garden Atrium \$1000

Grand Argand Ballroom \$1000

New Orleans Style Gazebo & Grand Ballroom \$1200

EASTERN KY'S MOST COMPLETE WEDDING FACILITY

ADDITIONAL OPTIONS RENTAL FEES

QUALITY CHAIR COVERS

WHITE, CREAM and BLACK

\$1.00 EACH

ORGANZA CHAIR SASHES

VARIETY of COLORS

\$1.00 EACH

Organza's are a translucent (sheer) with a faint metallic sheen that sparkles in the light.

SATIN CHAIR SASHES

VARIETY of COLORS

\$1.00 each

Satin has a magnificent shine, and has great versatility.

TABLE CENTERPIECES

\$5.00 per table

Variety of Crystal Vases, Mirror tiles, Candles,
Silk flowers, Crystal Stones and Charger Plates.

Brides Choice Of Set Up

CANDLEABRAS

Gold Tone with exceptional Decorations and Lighting

\$50.00

BEVERAGE STATION

BEVERAGE

Based on \$1.00 per guest

Includes: Coffee (Regular & Decaf)

Assorted Pepsi Products

Ice Tea and Pitchers of Ice Water

Price also includes:

Ice, Cups, Napkins, Stirrs, Straws, Sweetener,
Creamer and Lemon Wedges

Any additional added at regular menu prices

Coffee @ \$15.00 per pot

Soft Drinks @ \$5.00 per 2-liter

Ice Tea @ \$5.00 per pitcher

Ice Tea @ \$25.00 per Urn

BEER BAR SET UP

\$125.00

Beer @ \$3.00 each

Keg @ \$250.00 each

BEER & WINE BAR SET UP

\$150.00

Beer @ \$3.00 each

Wine by the Glass @ \$5.00 each

DELUXE BAR SET UP

\$250.00

Beer @ \$3.00 each

Wine by the Glass @ \$5.00 each

Cocktails @ \$6.50 each

Mixed Drinks @ \$5.50 each

**All Alcoholic Beverages include Bartender and complete set up
Gratuity, Sales Tax and Alcohol Tax will be added to any Bar Setup**

Gratuity and Sales Tax only will be added to all Beverages

DINNER MENU

CHOICE OF 1, 2, or 3 ENTRÉE'S

Special Recipe Breaded Fish w/Hush Puppies

Top Round of Roast Beef w/Gravy

Baked Ham w/Pineapple or Raisin Sauce

Roasted Turkey w/Cornbread Dressing and Gravy

Tender Baked Chicken on a Bed of Rice

Country Fried Steak and Gravy

Southern Fried Chicken w/Homemade Gravy

Cheddar Chicken

Old Fashion Chicken-n-Dumplin's

Sauerkraut and Smoked Sausage

Breaded Tender Pork Chops

Pork Tenderloin

Smothered Chicken

CHOICE OF 2 or 3 SIDES

Creamy Whipped Potatoes

Country Green Beans w/Ham

Stir Fry Vegetables

(Broccoli, Green Beans, Carrots, mushrooms)

Garden Blend (Long Grain Rice w/Small Vegetables)

Baby Bakers(Oven Brown Potatoes)

Broccoli Casserole

Scalloped Potatoes

Glazed Baby Carrots

Broccoli Spears w/Lemon Butter or Cheese Sauce

Macaroni w/Creamy Cheese Sauce or Stewed Tomatoes

Buttered Whole Kernel Corn

Corn on the Cob

Sugar Snap Peas

ALL BUFFETS INCLUDE:

Fresh Garden Salad

Assorted Desserts

Jumbo Homemade Yeast Rolls & Butter

And Choice of:

Coffee, Iced Tea, Pepsi, Diet Pepsi, Iced Water

**Served Buffet Style for Groups of 30 or more*

**Served as a Plated Meal at additional cost*

FIVE STAR ENTRÉE'S

STEAK

(12oz) Prime Rib
(minimum of 12 guests)
Served with Natural Au Jus

(12oz) New York Strip

(12oz) Rib-Eye

(8oz) Sirloin

PORK

Maple Glazed Stuffed Roast Pork
Stuffed with Apple Almond Stuffing

Baby Back BBQ Ribs
1/2 Rack of Meaty BBQ Ribs

CHICKEN

Chicken Florentine
Breaded Chicken Breast Stuffed w/ Spinach & Cheese

Chicken Cordon Bleu
Served Grilled or Breaded

Baked Chicken on Wild Rice

SEAFOOD

Salmon Fillets on Wild Rice
4oz. Fillets Pan Sautéed

Icelandic White Cod Fish
Served w/ Hushpuppies

Fried Shrimp
10- Piece Breaded Fantail Shrimp

PASTA

Fettuccine Alfredo
Creamy House Alfredo Sauce w/ Steamed Broccoli

Lasagna
Layers of Pasta, Meat Sauce and Four Cheeses

Vegetarian Lasagna
Layers of Pasta Marinara Sauce and Four Cheeses

**All Pasta's Served With
Dinner Salad, Garlic Bread, Five-Star Dessert
& Beverage of Choice**

**All Entrée's Served With
Choice of Two-Sides, Dinner Salad, Homemade Rolls, Five-Star Dessert & Beverage of Choice
Plated and Served by Event Banquet Staff
All Menu Prices Subject to 18% Gratuity and 9% Sales Tax**

ELABORATE EXTRAS

FIESTA TABLE

*Served from a Flowing Cheese Fountain
Ringed with Assorted Nacho Chips & Tortilla Shells
Includes Diced Tomatoes, Jalapeño Peppers
Shredded Lettuce, Refried Beans, Sour Cream
Taco Seasoned Beef, Salsa & Shredded Cheese*

\$300.00

FRESH FRUIT TABLE

*Colossal Variety of Assorted Fresh Fruits
Prepared & served with
Creamy Fruit Dip*

\$400.00

CHOCOLATE FOUNTAIN TABLE

*Assorted Fresh Prepared Fruit
Ringed around a Colossal Chocolate Fountain
Choose Milk Chocolate or White Chocolate
Also includes
Angel Food Cake, Rice Crispy Treats & Pretzels*

\$300.00

Carving Station

Top Round Roast Beef, Black Oak Ham or Prime Rib

Serves up to 50pp

Price Depending on Your Choice

Elaborate Bread Table

*Assorted Array of Fresh Baked Bread
Minimum of 50pp*

\$1.25 per person

Mashed Potato Bar

Whipped Idaho and Sweet Potatoes with Assorted Toppings

\$2.00 per person

HORS D'OEUVRES

MEATBALLS

Swedish Meatballs in Brown Gravy
Italian Meatballs
(in Sweet & Sour Sauce or BBQ Sauce)

CHICKEN

Ramaki
(Chicken Livers Wrapped in Bacon & Broiled)
Buffalo Wings (Spicy or BBQ)
Breaded Chicken Fingers
w/Honey Mustard or BBQ

SEAFOOD

Chilled Jumbo Shrimp
w/Tangy Cocktail Sauce
Breaded Shrimp
w/Tangy Cocktail Sauce

CHILLED

Ham Roll Ups
w/flavored Cream Cheese
Fresh Veggie Tray
w/Ranch Dip
Fresh Fruit Tray
w/Creamy Fruit Dip
Fruit Ball w/ Graham Crackers
Fresh Fruit & Cheese Kabobs
Cheese Ball w/ Assorted Crackers
Chicken Salad Croissants

Assorted Cubed Cheese & Cracker Tray
Assorted Finger Sandwiches
(Chicken Salad, Ham Salad, Pimento Cheese, Tuna Salad)
Celery Wedges
W/Herb Cream Cheese Filling
Angel Eggs
Macaroni Salad
Rotini Salad
Zesty Potato Salad
Pineapple Chicken Salad
Seafood Salad Delight

HEATED

Angel Biscuits
w/Country or City Ham
Egg Rolls
w/Sweet & Sour Sauce
Deep Fried Breaded Mushrooms
w/Marinara Dip

Jalapeno Hot or Mild Poppers
Mozzarella Cheese Sticks
Cocktail Franks in BBQ Sauce
Spinach Artichoke Dip
w/ Tortilla Chips

ELABORATE EXTRAS

Fiesta Table

Nacho Cheese Fountain
Ringed W/Nacho Chips & Tortilla Shells
Jalapenos, Diced Tomatoes, Lettuce, Sour
Cream, Shredded Cheese, Chili Peppers,
Salsa, Refried Beans, Taco Beef.

Fruit Table

Colossal Variety Of
assorted Fresh Fruits
Served With Creamy fruit Dips

Chocolate Fountain Table

Milk or White Chocolate Fountain
Ringed With Fresh Fruit
Angel Food Cake, Pretzel Sticks,
Rice Crispy Treats & Creamy Fruit Dip

Mashed Potato Bar

Whipped Idaho and Sweet Potatoes
Served with Assorted Toppings

Carving Station

Top Round Roast Beef ,
Black Oak Ham or Prime Rib

Elaborate Bread Table

Assorted Array of Fresh Baked Bread

ASSORTED

Chips-n-Dip
Nachos-n-Cheese
Petit Fours

12" Pizzas (Choice of Toppings)
Cheesecake Bites (Choice of Dip)
Trail Mix

Party Mints
Mixed Nuts
Pretzels