



WEDDINGS

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HOTEL SARANAC WEDDINGS

Imagine greeting your guests in the elegant and Grand Ballroom, the region's most iconic, historic reception venue. Let the unique spaces of Hotel Saranac create a wedding story that is all your own. Your guests will enjoy the vibrant urban downtown location surrounded by rustic Adirondack wilderness.

Your menu will be custom designed using local and seasonal ingredients, cutting edge trends, and of course your personal preferences. Hotel Saranac's event coordinators and on-site culinary team work closely with you to plan, prepare and execute the details of your event, creating an extraordinary, personalized experience for you and your guests.

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Ballroom Wedding Food and Beverage Minimums

Non - Holiday

Monday through Thursday \$5,000

Friday \$10,000

Saturday \$13,000

Sunday \$8,000

Holiday or Special Event Date \$13,000

This is the minimum a wedding must spend on the food & beverage for their event in the ballroom, prior to tax and administrative fee. All food and beverage chosen for your unique menu will be applied towards this minimum.

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The restoration of this historic hotel has created unexpected and beautiful spaces perfect for elopements, receptions small to large, rehearsal dinners, wedding brunches or showers. Menus can be exclusively designed for each of these events.



WEDDING RECEPTION PACKAGE

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~ 68perperson ~

5 HOUR WEDDING PACKAGE INCLUDES:

Cocktail Hour: Two Stationary Displays and Three Passed Hors D'oeuvres

Dinner Reception: Sparkling Wine Toast, Two Course Plated Dinner, Coffee & Tea Station

Linen napkins and floor length table linens (white or black available)

House centerpieces or candle lit tables (gold or clear votive candle holders available)

Round or banquet tables and elegant chairs

Maitre d' sliced and served wedding cake prepared by your preferred bakery

Access to Hotel Saranac preferred vendor list

Special group rates for overnight rooms, based on availability. Block can be set up 12 months out

Suite upgrade to Bride & Groom (with a room block)

Hilton Honors bonus points on group block and catering to use towards a future vacation

0-100 guests: Grand Ballroom, Oak Room, Great Hall Foyer area included

101+ guests: Grand Ballroom, Oak Room, Great Hall Foyer area included plus additional rental of the Great Hall Bar and North Terrace is required at an exclusive rental price of \$1,000

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PACKAGE WITH 4-HOUR BEER & WINE BAR

~ \$96 per person ~

4 Beer Selections (2 Domestic & 2 Premium)

4 House Wine Selections (2 Red & 2 White)

Assorted Sodas

Seasonal Fruit Infused Water Station

PACKAGE WITH 4 HOUR SELECT BAR PACKAGE

~ \$118 per person ~

4 Beer Selections (2 Domestic & 2 Premium)

4 House Wine Selections (2 Red & 2 White)

Mixed Drinks with Select Brand Liquors

Signature Cocktail

Assorted Sodas

Seasonal Fruit Infused Water Station

**Premium Bar Packages Available*

All pricing listed is per guest unless otherwise noted. Minimums apply. All rates are subject to current New York State Sales Tax and 21% Administrative and Service Fees to include 15% disbursed to service team as gratuity; taxable 6% retained by hotel as administrative fees.



Event Guidelines

- § No food or beverage, apart from wedding cakes or cookies, may be brought into, or taken out of Hotel Saranac. Any cakes or cookies brought into the Hotel must come from a licensed baker.
- § We will not serve alcohol to any intoxicated person, minors, or for a period longer than 5 1/2 hours to any one group of people, per New York State liquor laws. No 'shots' served. If you would like alcohol to be served longer than 4 hours, sufficient food and beverage must also be purchased in that 4th hour for guests to consume and the bar package will change to consumption pricing.
- § Event amenities provided by Hotel Saranac include: table linens & napkins, candlelit tables or house centerpiece, complimentary cake cutting, access to house A/V (for a fee). If rental equipment is necessary, additional charges will apply.
- § If you wish to provide your hotel guests with welcome bags, a gift bag distribution is provided by the hotel bellmen at \$3 per bag. Bags must be provided to your Event Manager at least 48 hours prior to your guests' arrival date.
- § All displays & décor are subject to approval by Hotel Saranac and must be provided at least 48 hours prior to your event.
- § Music (D.J. or Band) must be kept to a reasonable level & end promptly at 11pm. Events booked past 11pm, are subject to hotel approval.
- § You are responsible for coordinating guest entrée selections and providing this list along with your seating chart to the hotel at least 7 days prior to event.
- § You are also responsible for preparing place cards in alphabetical order and providing named or numerical table markers at least 48 hours prior to event.
- § All events are subject to prevailing New York State sales tax (currently 8%) & 21% administrative fee.
- § Please follow the timing arranged on your Banquet Event Order, if your timing needs to be changed, please contact us as soon as possible.
- § A reset fee of \$150.00 will apply if the event set up is changed within a 24-hour period of the start of the event.
- § Six-Five months prior to your event you may schedule a menu tasting if you so desire.
- § Menu prices are subject to change as determined by market price fluctuation, prices will be guaranteed no more than 90 days prior to event.



Event Guidelines

Special Add-Ons:

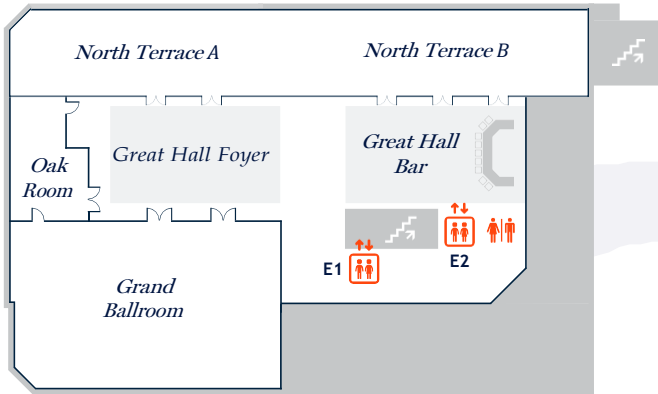
- § Additional courses, stations or late-night snacks available, prices vary.
- § Getting ready menus available, prices vary.
- § Reserve The Ember Room for the bridal party to get ready in the morning-of \$150.
- § Rehearsal Dinner, Welcome Reception and Farewell Breakfast Menus available, prices vary. Events are subject to food & beverage minimums and function room rentals separate from wedding reception.
- § Table side wine service, specialty cocktails or other specialty bars available, prices vary.
- § Vendor Meals are \$50 each. A separate area designated by your Sales Manager will be set aside for vendors.
- § Children 12 and under, children's menus are available, prices vary. Guests 21 and under, non-alcoholic beverage price will apply.
- § Reserve entire 2nd floor private for max 5 hour reception (this includes the Great Hall Bar and North Terrace) \$1,000. 101+ guests: Additional rental of the Great Hall Bar and North Terrace is required at an exclusive rental price of \$1,000.
- § Reserve North Terrace Side A privately for max 5 hour reception \$500. (Great for groups 0-100!)
- § Ceremony options are available in the Grand Ballroom, Great Hall and North Terrace for additional fee depending on the space selected, guest count and setup needs.
- § Beautiful up-lighting against the walls of the Grand Ballroom (many assorted colors available) \$150.
- § Projector and screen for a slide-show \$150. House Speakers for an ipod or laptop \$150. Music and management of play-list not provided by the hotel.

Important Dates:

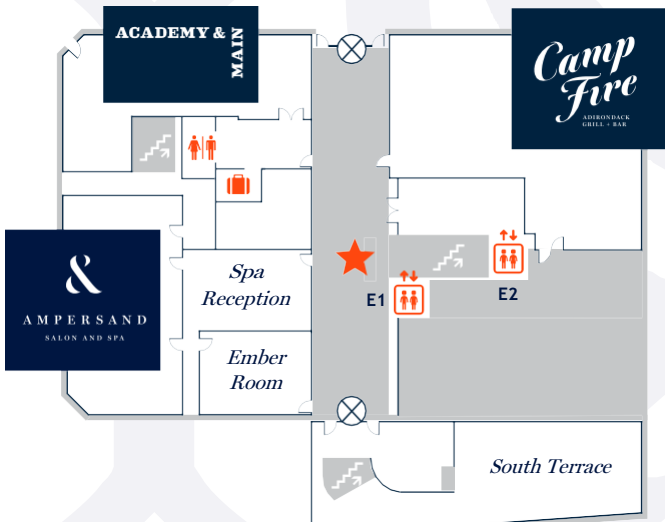
- § A signed contract, committing to a minimum food and beverage order and non-refundable \$1,200 deposit is required to confirm an event date and space.
- § A 25% deposit is due 6 months prior to your event. 90 days prior to your event 50% of the event total is due. The balance minus all deposits is due 30 days prior to your event. Any further acquired charges based on your final guest count are due 7 days prior to event. All payments are non-refundable once received.
- § A guaranteed final guest count, complete with individual entrée counts, is due at least 7 days prior to your event. This count may not decrease once given. If no guaranteed count is received, the original booking amount will be used. If the number of guests in attendance exceeds guaranteed count, actual number of guests will become the basis for final charge.
- § Events that do not meet the Food & Beverage minimum established for that day will have balance invoiced as a Meeting Room Rental Charge.

Hotel Saranac Function Spaces

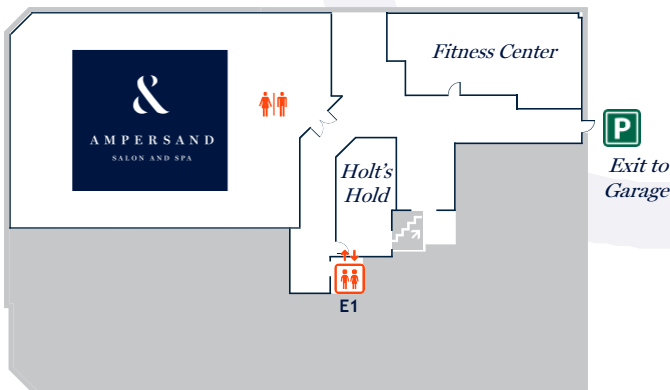
LEVEL TWO



LEVEL ONE



LOWER LEVEL



- Elevator
- Stairs
- Luggage Storage
- Restrooms
- Hotel Reception
- E1** Lower Level - Level 2
- E2** Level 1 - Level 6

ROOM DIMENSIONS & CAPACITY

Room	Dimensions	Square Footage	Maximum Occupancy
Grand Ballroom	62'10 x 38'5	2362	180
Oak Room	29'8 x 17'8	461	32
Holt's Hold	28'6 x 17'	462	12
Ember Room	19'8 x 25'5	485	30
North Terrace	140'8 x 20'2	2698	+/- 150
Great Hall	93'3 x 29'	2624	+/-150

LOCATION



3 Daily Commercial Flights from Boston (2 hours)

TRANSPORTATION

- Adirondack Regional Airport (12 minutes)
- Lake Placid Airport (20 minutes)
- Burlington International Airport (2 hours)
- Albany Airport (2.25 hours)
- Montreal International Airport (2 hours)
- Westport Amtrak Train Station (60 minutes)
- Hertz Rent A Car (12 minutes)