

BECKET'S BANQUET/WEDDING CHECK SHEET

(PRICING 8.31.23)

TABLE SET-UP/ROOM ARRANGEMENT

-HEAD TABLE (# OF ATTENDANTS) _____

-GIFT TABLE Y/N _____

-CAKE TABLE Y/N _____

-NAME CARD TABLE Y/N (NAME CARDS NEED TO BE CODED FOR MENU CHOICES)

LINEN COLOR

-NAPKINS _____

(YOUR CHOICE FROM OUR SWATCHES)

-TABLECLOTHS _____ **WHITE** _____ **BLACK** _____ **IVORY** _____

-CHAIR COVERS ___ **X** ___ **WHITE**

-CHAIR SASHES _____

-LED DOWNLIGHT COLOR _____

BAR SETUP (CHARGES WILL REFLECT WHAT HAS BEEN TAPPED, OPENED, OR REQUESTED BY HOST FOR GUESTS THEREIN. CHARGES WILL BE BASED ON OPENED PERISHABLE ITEMS REQUESTED, WHETHER FULLY CONSUMED OR NOT.

SPECIAL REQUEST FOR BAR

PRODUCTS _____

—

1/2 BARREL \$ _____ TYPE _____
(\$350 DOMESTIC, \$400 IMPORT)

PROJECTED # OF BARRELS _____

SODA INCLUDED (OR CASH)
(\$2.50/GUEST _____)

WHAT TIME WOULD YOU LIKE "OPEN" BEER/WINE/SODA/ETC...TO
BEGIN? _____ END? _____

BAND/DJ/MUSIC _____

NAME AND TELEPHONE # FOR
D.J./BAND _____

CONTRACTED PARTY IS REQUIRED TO INFORM THE MUSIC ENTERTAINMENT THAT BECKET'S MANAGEMENT IS IN CHARGE OF VOLUME CONTROL DURING THE ENTIRETY OF THE EVENT. BECKET'S MANAGEMENT WILL ALSO CONSULT THE MUSIC ENTERTAINMENT BEFORE THEY BEGIN TO SET A PROPER VOLUME LEVEL.

ADDITIONAL FEE MAY BE ADDED IF YOUR DJ/BAND REQUIRES BECKET'S TO SET TABLES FOR THEIR PERFORMANCE. DJ/BAND IS RESPONSIBLE FOR BRINGING AND HANDLING ALL THEIR EQUIPMENT NEEDS. BECKET'S IS IN CHARGE OF DJ VOLUME, AND WILL MANAGE IT IN ACCORDANCE WITH OUR GUEST'S COMFORT LEVEL. .

PLEASE INITIAL THAT YOU HAVE READ, UNDERSTAND, AND WILL FOLLOW THROUGH WITH THE ABOVE STATEMENTS. INITIALS: _____

TIMING (SETUP START 10AM, END TIME 11PM)

DECORATING _____

(WE DO HAVE SPACE FOR YOU TO STORE DECORATIONS THE DAY BEFORE)

FLOWERS DROP-OFF _____

CAKE DROP-OFF _____

BAND/DJ ARRIVAL _____

COCKTAIL HOUR _____

-OPEN BAR Y/N UNTIL WHAT TIME? _____

APPETIZERS DURING COCKTAIL HOUR Y/N _____

LATE NIGHT SNACK Y/N _____

DINNER SERVICE TIME _____

DINNER BUFFET Y/N _____

PRICED BY PIECE OR BY ITEM SERVED NOT BY PER PERSON. FINAL PRICE
BASED ON AMOUNT ORDERED AND/OR AMOUNT SERVED.

DINNER ENTRÉE CHOICES Y/N _____ PICK 3, PICK 4 ADD \$1 (EXCLUDING
A VEGETARIAN ADD-IN)

-BREAD (\$5/TABLE) Y/N _____

-SALAD Y/N (\$3.50/PERSON) _____ IF
YOU CHOOSE A SALAD COURSE, BREAD IS INCLUDED.

ENTRÉE CHOICES _____

CHILDREN ENTRÉE (\$8) Y/N _____ PICK 1 _____

CAKE CUTTING TIME _____

(\$2/PER GUEST FOR BECKET'S CAKE CUTTING SERVICE =CUT, PLATE, PASS OR
RETURN TO TABLE BUFFET) Y/N _____

CONTACT PERSON – DAY OF YOUR EVENT

THIS PERSON WILL BE IN CHARGE OF MAKING DECISIONS DURING THE EVENT AND PAYING AT
THE END OF THE EVENT. EXAMPLES OF DECISIONS THAT MAY NEED TO BE MADE ARE ANYTHING
MORE YOU MAY NEED, LIKE FOOD OR ANOTHER BARREL OF BEER, OR ANYTHING EXTRA WE DID
NOT DISCUSS/COMMIT TO DURING THE PLANNING OF YOUR EVENT.

NAME _____

PHONE _____

PARKING INSTRUCTIONS

WE REQUIRE THAT ALL OF YOUR GUESTS PARK IN THE LOT LOCATED
AT THE END OF CEAPE STREET. THIS LOT IS CLOSEST TO YOUR
EVENT. THE EASIEST DIRECTIONS TO INCLUDE IN YOUR INVITATION
ARE: TAKE MAIN STREET TO CEAPE, TURN WEST ON CEAPE AND
DRIVE STRAIGHT IN TO THE PARKING LOT. ENTRY FROM THE
RESTAURANT LOT WILL NOT BE PERMITTED. MAP TO SHARE/PRINT
@ WWW.OSHKOSHWEDDINGS.COM

WEDDING CEREMONY AT BECKET'S ATRIUM

(MAX SEATING 250)

CEREMONY INSIDE/OUTSIDE _____

\$800 TO RENT THE SPACE Y/N _____ (YOU PROVIDE CHAIRS AND SET-UP)

\$1000 TO RENT SPACE AND CHAIR SET-UP Y/N _____

PROJECTED TIME YOUR GUESTS WILL ARRIVE FOR
CEREMONY _____

COCKTAILS PRE-CEREMONY Y/N _____

-OPEN BAR Y/N _____

CASH BAR Y/N _____

CEREMONY TIME _____

NUMBER OF CHAIRS NEEDED _____

BRIDE ARRIVAL TIME _____

CEREMONY MUSIC ARRIVAL TIME _____ (MUSICIANS ARE RESPONSIBLE FOR
BRINGING THEIR OWN EQUIPMENT UNLESS EQUIPMENT RENTAL IS REQUESTED FROM BECKET'S, PRIOR TO THE EVENT).

REHEARSAL TIME _____

BEVERAGES:

A FULL CASH BAR IS INCLUDED WITH YOUR ROOM CHARGE. AS ARE BARTENDERS, DRINKWARE, ICE, ETC.

YOU MAY LIMIT OR HOST ANY PART OF THE BAR YOU WOULD LIKE (WITH NO BAR SALES MINIMUMS)

BEER PRICING IS \$350 DOMESTIC (MILLER LITE, BUD LIGHT, ETC) OR \$400 IMPORT (WE WILL WORK WITH YOU TO CHOOSE THE CORRECT AMOUNT OF BEER, EXTRA ON RESERVE ONLY CHARGED IF NEEDED)

WINE AT THE BAR (CHOOSE TIMEFRAME, DOLLAR AMOUNT, ETC) \$22/BOTTLE (750ML) (PICK 3 VARIETALS)

CABERNET
MERLOT
PINOT NOIR
PINOT GRIGIO
CHARDONNAY
MOSCATO
RIESLING

OTHER WINE OPTIONS AVAILABLE OF COURSE...JUST ASK!

COCKTAIL HOSTING:

PER CONSUMPTION, MANAGED ANY WAY YOU SEE FIT (CHOOSE MAX DOLLAR AMOUNT, AMOUNT OF TIME, WHICH TIERS, ETC)

NA BEVERAGES HOSTED: \$2.50/PERSON INCLUDES UNLIMITED:
SODA

SPECIAL REQUESTS:

I _____, UNDERSTAND AND WILL TAKE FULL RESPONSIBILITY FOR ANY DAMAGE TO BECKET'S RESTAURANT PROPERTY AND/OR CITY CENTER'S PROPERTY THAT OCCURS DURING THE CONTRACTED EVENT; FROM THE BEGINNING (FIRST GUEST ARRIVAL) UNTIL THE ENDING (LAST GUEST LEAVES).

ANY DAMAGE THAT MAY OCCUR NEEDS TO BE PAID FOR IN FULL WITHIN THE FOLLOWING SEVEN DAYS AFTER THE EVENT. YOU WILL RECEIVE A DETAILED INVOICE AND PHOTOS OF THE DAMAGE VIA MAIL.

SIGNATURE OF CONTRACTED

PARTY: _____

DATE: _____

CREDIT CARD NUMBER REQUIRED FOR PAYMENT BY CHECK:

_____ EXP _____

BECKET'S PREFERRED VENDOR LIST

VACATION RENTALS AND AMAZING PLACES TO STAY:

TJ'S DESTINATION OSHKOSH

HTTPS://TJSDESTINATIONOSHKOSH.COM

PREMIER WATERFRONT HOTEL (100 YARDS AWAY)

920.230.1900

PHOTOGRAPHY/VIDEOGRAPHY

BULLSEYE IMAGERY

<http://bullseyeimagery.net/>

jhbullvideography@gmail.com

DJ

OUR IN-HOUSE DJ SERVICE ATHEARN ENTERTAINMENT

BEST PRICING, MOST FAMILIAR WITH THE ROOM, NO START TIME,

DJOSHKOSH.COM

INFO@DJOSHKOSH

FLOWERS

HOUSE OF FLOWERS

PHONE: (920) 235-3737

CAKES/DESSERT:

TAMARA'S CAKES 920.236.9144

MAKEUP:

Bylee Cottrell

blushbybaylee@gmail.com

@blushbybaylee - Instagram

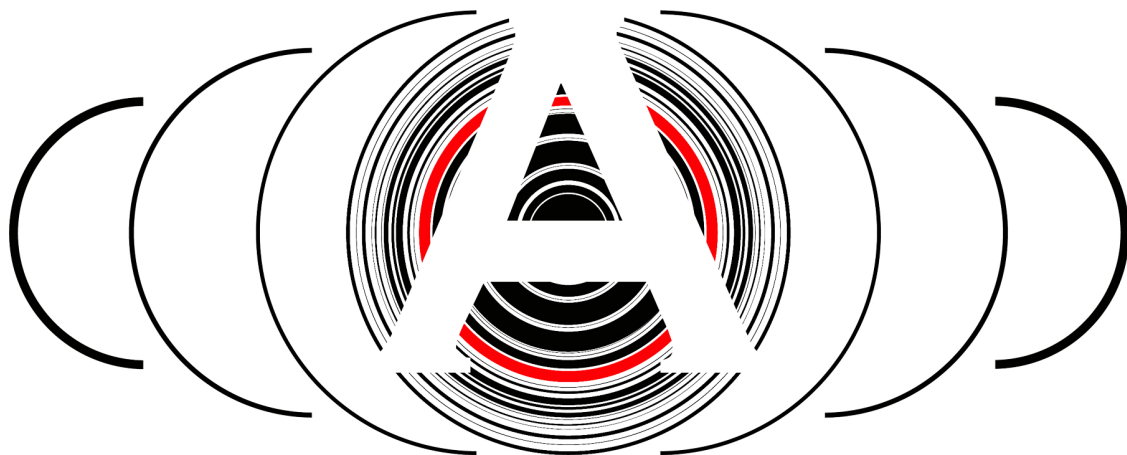
<https://sites.google.com/view/blushbybaylee/home>

BRIDAL PARTY HAIR/MAKEUP SNACKS & CATERING:

WAGNER MARKET 9203230.6328

WMGROCER.COM

**(CUTE MINI SANDWICH/FRUIT/CHAMPAGNE BOXES RECOMMENDED,
CAN DELIVER TO YOUR SALON)**



ATHEARN ENTERTAINMENT OSHKOSH WI

beckets preferred dj
great lights & sound
no contracted times (we start when you arrive, end when event ends)

customizable playlists and games
head table mic included
dj planning meeting included

\$1250.00

(+ \$250 on-site ceremony)

(book with your beackets contract to secure your entertainment)



Athearn Entertainment | 2 Jackson St., Oshkosh, WI 54901 | 920.230.3333 | Info@djoshkosh.com | www.djoshkosh.com

Wedding DJ Contract

Date of Wedding _____

Bride _____

Groom _____

Address _____

Address _____

Phone 1 _____

Phone 1 _____

Email _____

Email _____

Ceremony location: _____ Time of ceremony _____

Address _____ DJ will arrive at _____

Reception location: _____ Time of Reception _____

Address _____ DJ will arrive at _____

Total # of guests _____ DJ will play from _____ to _____

Notes:

\$ _____ 1250.00 _____ Total Charge for Services (Includes Sales Tax)
(\$1500 with on-site ceremony)

\$ _____ 100.00 _____ Deposit on Acceptance of Contract (Nonrefundable)

\$ _____ 400.00 _____ Pre-wedding meeting (2-3 weeks prior to wedding)

\$ _____ 750.00 _____ Balance due at least one day prior to event
(\$1000 with on-site ceremony)

Signed: Client _____ date _____

Client _____ date _____

Athearn Entertainment _____ date _____

- * It is understood that Athearn Entertainment is the official DJ for the services described on this contract.
- * In the event of the cancellation or postponement of this wedding, the deposit is not refundable.
- * Balance is paid in full prior to event.
- * Athearn reserves right to use any shots of event for display, portfolio or advertising.
- * Athearn Entertainment takes the utmost care with respect to song selection, and general vibe of event. However in the event the DJ fails to comply with the terms of this contract due to any events or acts outside the control of Athearn Entertainment, the company's liability is limited to refund of the deposit.



LILLY LAKESIDE
SLEEPS 10
4 BEDROOM, 3 BATHROOM



HARBOR HIDEAWAY
SLEEPS 10
4 BEDROOM, 4 BATHROOM



KALBUS COTTAGE
SLEEPS 2-4
2 BEDROOM, 1 BATHROOM



HIGHLAND FARM HOUSE

SLEEPS 12-16
4 BEDROOM, 4 BATHROOM



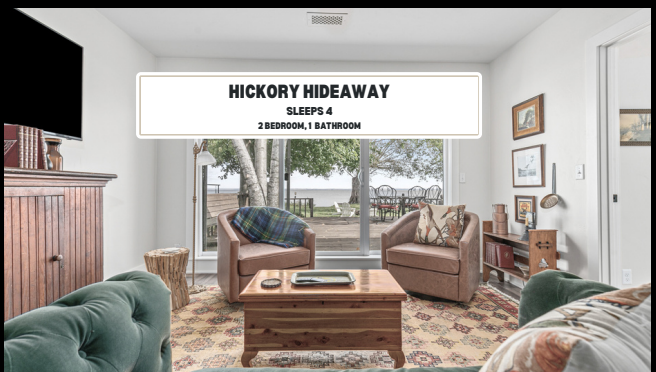
BOOK TODAY!
tjsdestinationoshkosh.com
920-252-2642
Amenities offered:
Wifi, LP for gas grills,
shampoo/conditioner/soap,
towels, toilet paper, paper towel.
Firewood available for purchase at a some locations
PROMO CODE: BECK



KALBUS HOUSE
SLEEPS 10
4 BEDROOM, 4 BATHROOM



HICKORY ON THE LAKE
SLEEPS 6
3 BEDROOM, 3 BATHROOM



HICKORY HIDEAWAY
SLEEPS 4
2 BEDROOM, 1 BATHROOM



LAKEVIEW
SLEEPS 6
3 BEDROOM, 3 BATHROOM