

The background of the entire page is a soft-focus photograph of several large, light pink roses. The petals are delicate and layered, with some showing a slight yellowish center. The lighting is bright and even, creating a romantic and elegant atmosphere.

*The*  
**ENCORE**  
HALL

WEDDING VENUE  
CELEBRATIONS

2022



# Receptions

## **DISPLAYS**

*Presented for up to 1 Hour*

## **CHEESE BOARD**

Selection of Local, Domestic & Import Cheeses with Dried Fruits, Freshly Sliced Breads, Crostini and Crackers

## **CHARCUTERIE**

Assorted Meats, Salamis, Pickled Red Onion, Cornichons, Grain Mustard

## **ANTIPASTO**

Artistic Display of Domestic and International Cheeses, Fresh Grilled Vegetables, Feta Cheese Napa Valley Olives, Balsamic Vinaigrette Hummus, Grilled Pita Bread, Assorted Cured Meats, Flatbreads, Crackers, Sliced Baguettes

## **FROM THE GARDEN**

House Pickled & Fresh Vegetables Featuring Seasonal Varieties, Smoked Tomato Ranch & Bleu Cheese Dips

## **FESTIVE CHIPS & DIPS**

Salsa Fresca, Edamame, Gorgonzola And Toasted Walnut, Artichoke And Spinach, White Bean And Roasted Garlic Dips, Baguettes, Pita Chips, Crackers And Tortilla Chips

## **FRESH FRUIT DISPLAY**

Seasonal Melons, Berries, Stone and Tropical Fruits



# Receptions

## **VEGETARIAN**

- Crispy Herbed Polenta Croustade
- Mediterranean Eggplant & Goat Cheese in a Tomato Cone
- Truffle Mushroom Arancini with Parmesan Aioli
- Artichoke & Boursin Fritters with Citrus Aioli
- Taleggio Grilled Cheese Panini
- Crispy Vegetable Spring Roll with Trio of Sauces
- Pear & Brie Crispy Purses with Honey and Dried Fruits
- Caprese Cones with Tomato, Mozzarella, and Basil in a cone
- Sweet Potato Fritters with Maple Dipping Sauce

## **POULTRY & PORK**

- Madras Curry Chicken Mousse on Beet Chip
- Mini Croque Monsieur – Ham, Brie, and Truffle
- Petit Ruben with Sauerkraut, Swiss Cheese, & Russian Dressing
- Roasted Chicken Empanada with Chipotle Crème
- Beggars Purse with Pesto, Provolone, Salami, & Roasted Red Peppers
- Mini BLT Slider

## **SEAFOOD**

- Smoked Salmon & Goat Cheese Truffle
- Shrimp Cocktail with Traditional Cocktail Sauce
- Mini Baja Fish Tacos with Pineapple, Cilantro, and Cabbage Slaw
- Taylor Bay Scallop Ceviche with Citrus Vinaigrette
- Lemongrass Thai Shrimp with Caramelized Lime
- Baby Crab Cakes with Smoked Chile Lime Aioli

## **BEEF & LAMB**

- Filet & Truffle Potato – Tenderloin, Potato, Truffle
- Lamb Kofta Kebabs with Yogurt-Cucumber Sauce



# Dinner Service

## **CHILLED SOUP OPTIONS**

*(upgrade + \$4 per person)*

Chilled Gazpacho - *Herb oil*

Cucumber & Dill

## **WARM SOUP OPTIONS**

Clam Chowder

Butternut Squash and Roasted Garlic Bisque

## **APPETIZER OPTIONS**

*(upgrade + \$8 per person)*

Shrimp Cocktail with Traditional Cocktail Sauce

Mushroom & Feta Tartelette

Heart Shaped Ricotta Ravioli with Crème

## **SALAD COURSE**

*Please Select One*

- Baby Greens, Seasonal Vegetables, Edible Flower Petals, *Balsamic Vinaigrette*
- Boston Bib Lettuce, Heirloom Tomato, Olive Tapenade, *Sherry Vinaigrette*
- Mixed Baby Greens, Dried Cranberry, Candied Pecan, Farm Fresh Chevre, *Maple Vinaigrette*
- Hearts of Baby Iceberg, Teardrop Tomato, Crisp Pancetta, Red Onion, *Roquefort Dressing*
- Vine Ripe Heirloom Yellow and Red Tomato, Fresh Mozzarella, Basil, *Herb Olive Oils*
- Summer Strawberries, Baby Spinach, Pistachio and Feta, *Balsamic Vinaigrette*
- Romaine Lettuce, Croutons, Hard cook Egg, Dakin Bacon, Creamy Buttermilk Black Pepper Dressing
- Greens, Asian Pears, Saga Bleu Cheese, Candied Walnuts, Local Honey, *Red Wine Vinaigrette*

## **INTERMEZZO**

*(upgrade + \$4.00 per person)*

Lemon, Lime, Blood Orange, Raspberry Sorbet

Watermelon and Lime Granita





# Dinner Service

## SINGLE ENTRÉE OPTIONS

Parmesan Crust Breast Of Chicken  
Tomato Concasse, White Wine Sauce  
Sea Salt And Herb Roasted Creamer Potato, Seasonal Vegetables

Chicken Roulade with Corn, Spinach, Fetta, Roasted Potatoes,  
Grilled Asparagus, Corn Salsa

Roasted Herb Statler Chicken Breast  
Pan Jus, Forest Mushroom Risotto, Seasonal Vegetables

Pan Roasted Statler Chicken, Corn Bread  
Roasted Golden & Red Baby Red Potatoes, Pancetta & Roasted  
Cauliflower

Apricot Grilled Chicken, Mango Tomatillo Salsa, Jasmine Rice and  
Farm Fresh Green Beans

Pan Roasted Salmon Fillet; Beurre Blanc  
Wild Rice Pilaf, Sautéed Organic Kale And Garlic

Crusted Chatham Haddock. Crème Fraiche, Dijon Mustard  
Roasted Garlic Whipped Potato, Seasonal Vegetables

Tomato Braised Short Rib, Horseradish Mashed Potato, Broccolini,  
Tomato Onion-Jus

Pan Seared Cider Brined Pork Chop  
Maple Sweet Potato Mashed, Braised Red Cabbage and Shoreham  
Apples, Cider Reduction

Grilled Sirloin Steak  
Peppercorn Mélange Demi Glace, Sour Cream Dijon Red Potato  
Mashed

Grilled Flatiron Steak, Sweet Potato Mash, Lemon Pepper Green  
Beans, Calabrian Herb Sauce

\*Pan Seared Tenderloin, Porcini Dust, Green Peppercorn Demi  
Smashed New Potato and Sour Cream, Seasonal Vegetables

*\* Upgrade: + \$8 per guest*



# Dinner Service

## DUET ENTRÉE OPTIONS

Herb Breaded Chicken Breast and Sliced Pork Loin  
Parmesan Smashed Red Potatoes, Haricot Verts

Grilled Chicken Bruschetta and Roasted Salmon  
with Dill Mustard Cream, Rice Pilaf  
Roasted Brussels Spouts

Chicken Breast Française and Grilled Shrimp  
with Tomato-Olive Compote  
Over Roasted Potatoes, Broccolini

Red Wine Braised Beef Short Ribs and Herb Crusted Chicken  
Peppercorn Cream, Herb Mashed Potatoes  
Green Beans Almandine

Honey Roasted Salmon and Sliced Tenderloin  
Fresh Dill Mustard Cream Sauce  
Herb Risotto, Grilled Asparagus

Braised Beef Short Ribs and Trout  
Roasted Heirloom Tomato Confit,  
Arborio Rice Cakes, Creamed Corn, Grilled Sweet Peppers

\*Petite Filet and Crab Cake  
with Bourbon & Peppercorn Remoulade Sauce  
Olive Oil Poached Red Potatoes, Corn Salsa

\*Sliced Sirloin Steak and Crab Cake  
Roasted Chicken Breast with Roasted Salmon

\*Jumbo Garlic Shrimp and Porcini Dusted Filet Mignon  
Madera Demi Glace, Rosemary and Garlic Roasted Creamer  
Potatoes

*\* Upgrade: + \$8 per guest*



# Beverages

## **BAR SUPPORT SERVICE**      **Included in All Programs**

Coke, Diet Coke, Sprite, Tonic, Club Soda, Ginger Ale, Orange Juice, Sour Mix, Pineapple Juice, Cranberry Juice, Assorted Bar Fruit and Includes (1) Bartender per 85 guests

## **MOCK - BELLINI BAR**      + \$6 per guest for 1 Hour

Sparkling White Grape Juice, Strawberry, Peach, Raspberry, Pineapple and Mango Puree, Seasonal Berry Garnish

## **MOCK - BLOODY MARY BAR** + \$8 per guest for 1 Hour

Tomato Juice, Hot Sauce, Worcestershire Sauce, Fresh Horseradish, Celery Salt, Black Pepper, Lemon, Lime, Pickled Vegetables, Pearl Onions, Olives, Carrot Sticks and Celery Stalk

## **GOURMET COFFEE BAR**      **Included in All Programs**

Regular, Decaffeinated Coffee, Herbal Teas, Shaved White, Dark And Milk Chocolate, Cinnamon, Rock Sugar Sticks, Whipped Cream, Flavored Syrups, and Biscotti

## **ICED COFFEE BAR**    + \$5 per guest, maximum of 2 Hours

Regular, Decaffeinated Coffee, Assorted Coffee Syrup Flavors, Sugar, Sweeteners, Cream

## **SIGNATURE DRINK OPTIONS**

- Mango Mule – Mango Fruit Puree, Ginger Ale, Lime Juice and Club Soda
- Ginger Peach Soda – Ginger, Peaches and Sparkling Water
- Raspberry Bee's Knees – Raspberry, Lemonade and Mint
- Strawberry Fields – Hibiscus Syrup, Strawberry Syrup, Club Soda
- Berry Burlesque – Lime Juice, Honey, Black Currant Puree, Ginger Beer
- Rosemary Blueberry Smash – Rosemary, Lemon Juice, Honey, Sparkling Water, Blueberries
- Lavender Lemonade – Lemon Juice, Honey, Dried Lavender
- Basil Lemonade – Lemon Juice, Basil Infused Syrup

**Or Create one of your very own, options are endless!**



# Late Nights

**INCLUDED IN CORAL AND SWEET PROGRAMS  
CAN BE ADDED TO ROYAL PROGRAM + \$8 PER GUEST**

**COTTON CANDY**

Select up to three flavors (both savory and sweet)

**SNO CONE BAR**

Shaved Ice with Three Syrup Flavors (Attended)

**POPCORN BAR**

Warm Butter with Assorted Drizzle and Toppings

**GOURMET POPCORN BAR**

Selection of Three Flavors (options presented during planning)

**RETRO CEREAL AND MILK**

Frosted Flakes, Fruit Loops, Monster Boo Berry and Cocoa Puffs,  
Whole Milk, 2%, Skim Milk

**OUT OF THE PARK**

Salted Peanuts, Mini Beef Hot Dogs, Soft Pretzel Sticks with  
Mustard, & Cracker Jacks

**CHIPS & DIPS**

Tortilla Chips with Fresh Guacamole & Salsa, Kettle Chips with  
Spring Onion Dip

**S'MORES**

Graham Crackers, Marshmallows, Hershey Milk and Dark  
Chocolate Bars

**GOURMET OPTIONS**

**UPGRADE TO CORAL AND SWEET PROGRAMS + \$4 PER GUEST**

**CAN BE ADDED TO ROYAL PROGRAM + \$12 PER GUEST**

**CANDY STAND STATION**

Lemon Heads, Juju Bees, Gummie Bears, Chocolate Covered  
Raisins, Malted Milk Balls,  
Tootsie Roll Midgees, Mixed Nuts with To-Go Containers

**AMISH SWEETS**

Local Amish Bakeries Treats to include Brownies, Cookies and  
Hand Pies

**GOURMET S'MORES**

Graham Crackers, Flavored Marshmallows,  
Peppermint Chocolate Bark, White Chocolate Bark, Sea Salt Dark  
Chocolate Bark





# Enhancements

## **ENCORE SIGNATURE TABLE SETTINGS**

Chocolate Crushed Taffeta Floor Length Linens  
Ivory Windowpane Damask Linen Overlays and Napkins  
Assorted Enhancement Linens  
Black Lanterns, LED Candles, Champagne Votives  
Encore Table Numbers

## **ENCORE LUXURY TABLE SETTINGS**

Chocolate Crushed Taffeta Floor Length Linens  
Champagne Regal Jacquard Damask Linens and Napkins  
Assorted Enhancement Linens  
Black Lanterns, Trio Candle Set, LED Candles, Champagne Votives  
Encore Table Numbers  
Upgrade: \$5 per guest

## **KINGS TABLE SETTINGS**

Upgrade: \$250  
Ivory or Champagne Velvet Floor Length Linens, Assorted Runners  
Ivory or Champagne Velvet Napkins with Gold Chargers  
Black Lanterns, Trio Candle Set, LED Candles, Champagne Votives  
On Riser (upgrade + \$250)  
Ivory Chiffon Pipe and Drape Backdrop (upgrade + \$250)

## **INSIDE CEREMONY ENHANCEMENTS**

Water Station  
Large Decorative Easel  
Arbor (upgrade + \$100)

## **OUTSIDE CEREMONY ENHANCEMENTS**

Water Station  
Large Decorative Easel  
Chocolate Resin Padded Chairs

## **LIGHTING ENHANCEMENTS**

Cake Table Pin Spot (upgrade + \$100)  
Sweetheart Table Pin Spot (upgrade + \$200)  
Dancefloor Design (upgrade + \$500)  
Custom Monogram (upgrade + \$300)  
Dance Floor Custom Vinyl Design – Pricing Based on Design  
Dance & Motion Lighting (upgrade + pricing based on length of event and style)



# Frequently Asked Questions

**What is the policy regarding alcohol services at The Encore Hall?** The Encore Hotel and Hall and Hall is located in a dry township which means that alcohol cannot be sold by us *however* it can be served on premise via a host bar for your guests. Encore Hall provides the bartenders and the bar support products, all you need to do is bring us the alcohol beverages you'd like on the bar or served during dinner. No cash bar service can be provided on property. There are a few additional pieces to this part of your event planning we will review during your site and throughout the planning to make sure you have a flawless beverage program. All events hosting alcohol service on property require security staff – provided and arranged by Encore. *Quick note – most weddings save between \$3,000 - \$5,000 by being able to purchase their alcohol wholesale versus purchasing a required bar package via the venue.*

**Can we access the hall the day before our event for set up and rehearsal?** Setup and rehearsal times are guaranteed 30 days prior to your event date based on Hotel and Hall availability. If ballroom is not available due to another event we will provide an alternative location or arrange for access to the Hotel and Hall by 9am the day of your event. Your event coordinator will be present during the ceremony rehearsal to assist with questions about the Hotel and Hall and ensure ceremony needs are confirmed. Our team does not handle decorating however we are happy to place decor in the appropriate location the day of the event.

**What is the payment structure?** Your initial deposit is \$3500.00 and is due with the contract, this deposit is non-refundable however in the event the date needs to move, the deposit will move to a new booking provided it is within 6 months of the original date. Two additional 25% of the contracted minimum are due over the life of the contract and will be outlined in the contract. The final guest guarantee, final event details are due 14 days prior to your event date, based on these details your final payment must be made at that time. All payments may be made by check, wire transfer or credit card. Final payments may **ONLY** be made via cashier check or credit card.

**Are additional taxes applied?** Room rental fees are tax-exempt by law but other services such as catering, place settings, and labor may be subject to sales tax. Service charge is taxable in the state of Ohio.

**What time does my event need to conclude?** The Encore Hall and the Berlin Encore Hotel and Hall enforce a noise ordinance at 11:00 P.M. The hall and wedding party lounges will be locked at midnight.

**Do you offer room blocks for our guests?** Yes, a Guest room block will be set and will be part of your initial contract. The Hotel and Hall will provide a block up of up to 30 guest rooms (standard King or 2 queen rooms) for the night of the wedding and up to 15 rooms (standard king or 2 queen rooms) for the night prior to your wedding for any guests arriving early. Room types are not guaranteed, and group discounted rates apply to standard room types only. Upgrade requests will be quoted prevailing rates based on availability. This is a guaranteed rate **ONLY** – and available for up to 30 days prior to your event date. At 30 days prior the guaranteed rate will be dropped from our system and any additional requests will be offered prevailing rates based on availability. Any suites or specialty rooms need to be requested at time of contract to ensure availability.



# General Information

**DEFINITIONS:** As used herein, the following terms shall have the following meanings: "Event"—the banquet, reception or other private function forming the subject of this Agreement; "Hotel and Hall"—Encore Hotel and Hall & Hall, "Patron"—the person, corporation, entity, organization or association contracting with Hotel and Hall for the Event.

**FOOD & BEVERAGE:** Due to licensing requirements and quality control issues, all food and nonalcoholic beverages to be served on the Hotel and Hall property must be supplied and prepared by the Hotel and Hall. Prices are guaranteed 90 days prior to the date of your event. The Hotel and Hall does not permit any service of alcoholic beverages after 10:30pm in the event space.

**PROVISIONS OF BEVERAGES:** Neither Patron nor any of Patron's guests or invitee may bring any beverage of any kind into the Hotel and Hall from off premises. The Hotel and Hall reserves the right to inspect and control all private functions. The Patron is liable for damages on the Hotel and Hall's premises and fixtures. The Hotel and Hall cannot assume responsibility for personal property and equipment brought into the banquet area. Patron accepts responsibility to adhere to rules and regulations of the Ohio Liquor Commission pertaining to the serving and consumption of alcohol by minors.

**SERVICE & LABOR FEES:** All food, nonalcoholic beverage, room rental and audio visual prices are subject to 20% service charge and applicable sales tax. Ohio State Law requires taxes to be applied to the service charge. All Carving and Action Stations that require a chef or attendant will be charged \$100 each for a maximum of two (2) hours. All service of Alcoholic beverages must be handled by certified Bartenders and provided by licensed and insured companies vested by Hotel and Hall.

**PRICE INCREASES:** Prices quoted herein are subject to proportionate increases to meet increased costs of supplies or operation at the time of the Event due to increase in costs of commodities, labor, taxes or currency values subsequent to the signing of an Agreement and Patron agrees to pay such increased prices. Alternatively, Hotel and Hall, at its option, may in the event of such increased costs make reasonable substitutions in menu items and Patron agrees to accept such substitution.

**GUARANTEES:** Notify your event coordinator prior to 10:00 am (EST), fourteen (14) days prior to your function with the guaranteed number of guests for your event. This will become the final guarantee and is not subject to reduction. Should your guarantee not be received by the specified time, the expected number initially submitted will become the guarantee. If the actual attendance exceeds the guarantee number, you will be charged for the number served. If the guarantee for your event increases less than fourteen (14) days of your event, the Hotel and Hall may not be able to prepare the same menu but will provide comparable menu at its discretion. Meals will be prepared for your guarantee only. The event space **can** be set for up to 3% over your guarantee but is not guaranteed.

**DEPOSIT:** The Hotel and Hall requires a non-refundable deposit with your signed contract to confirm arrangements for your event. Your event is not considered definite until the deposit has been received.

**PAYMENT IN ADVANCE:** Full pre-payment of the event is required fourteen (14) days prior to arrival. Refer to your contract for additional specifics regarding payment.

**ADDITIONAL SET-UP CHARGES:** In the event that a particular labor-intensive function room set-up is required by Patron, the Hotel and Hall will assess a labor charge per person. Once function room is as per written instructions from Patron, set-up charges requested by Patron will be assessed a fee per man hour.

**OVERTIME CLAUSE:** Should the scheduled starting of a function be delayed by more than one hour (60 minutes) without prior notification from the Patron, an overtime labor charge will be applied to Patron's account. The charges will also apply if function does not end at scheduled time. Due to local noise ordinance event time can not exceed 11:00pm.





# General Information

**DECORATIONS/ENTERTAINMENT:** Use of confetti cannon is permitted with approval only and must be provided by insured rental company, no live flames may be present if confetti cannon is requested. Smoke and haze/fog machines and indoor pyrotechnics are prohibited. Affixing anything to the railing, walls, floors, columns or ceilings in any function room without prior approval is prohibited. The Hotel and Hall staff will handle ALL installation of banners. Appropriate Labor Charges will apply to functions if more than the standard cleanup is required at the conclusion of the event because of confetti, excessive trash or cleaning.

**GIFTS:** Our Wedding Concierge will arrange for your gifts and any additional items like flower arrangements, decorations, the cake top and knife, and other miscellaneous items to be packed appropriately and delivered to your selected guestroom. Any items that do not belong to Encore Hotel and Hall & Hall must be removed at the conclusion of the reception. Encore Hotel and Hall & Hall shall not be responsible for missing or misplaced items left in the Hotel and Hall. Rental items may be required to be removed at the end of the event based on next day use.

**DIAGRAM AND SEATING ARRANGEMENT:** Please provide the Event Coordinator with the diagram five business days prior to the reception. Please bring the seating arrangement including alphabetized place cards, table numbers diagram with number of guests per table, and a list of guests per table to the final event meeting the week of the wedding. The diagram should include the table numbers, number of guests at each table and any special needs such as wheelchair space or highchair and booster placement. Tables are generally set for 6 - 10 persons.

**DANCE FLOOR:** Encore Hotel and Hall & Hall will set tables based on diagram to provide an appropriately sized area for dancing for your event. Larger dance floors or special color dance floors may be rented.

**CONDUCT OF EVENT:** Patron undertakes to conduct the Event in an orderly manner, in full compliance with applicable laws, regulations and Hotel and Hall rules. Patron accepts full responsibility for the conduct of all persons in attendance and for any damage done to any part of the Hotel and Hall's premises during any time such premises are under the control of Patron, or Patron's agents, invitee, employees or independent contractors employed by Patron. Certificates of the issuance of each such policy shall be delivered to Hotel and Hall at least five (5) days prior to the Event. Each such policy shall name the Hotel and Hall as additional insured. Such insurance shall be considered primary of any similar insurance carried by any of the contracted parties.

**SECURITY:** All events providing Alcohol service to their guests are required to have security present for the length of bar service. In addition, If required, in the sole judgment of Hotel and Hall, in order to maintain adequate security measures in light of the size and nature of Event, the Hotel and Hall may require security for events not hosting Alcohol services. All Security Personnel shall be supplied by the Hotel and Hall, changes will be applied to the Patron's final event charges and will be required to be paid in full prior to event date.

**SIGNATURE OF PATRON CHECK:** The Patron sponsor agrees that by signing the Patron's check for services, food, beverage, and any additional services, the Patron is acknowledging the fact that there is no dispute over such services and charges and the individual signing the check is responsible for payment of the total amount Patron hereby waives trial by jury in any litigation arising out of or in any way connected with the Agreement or any breach thereof.