



Payne-Corley
HOUSE





Event Planning

An Event Specialist will work with you from the very beginning to personalize your event and ensure your unique style is expressed on this special day. We put genuine care and attention into each wedding we plan. Our goal is to make this important time in your life one you will remember with fondness for years to come.

Menu Selections

Our Executive Chef has an extensive and impressive culinary background and welcomes the opportunity to help you create a menu that reflects your personal tastes.

During your site visit, our Event Specialists will present you with a wide variety of menu options. The Payne-Corley House can accommodate many different types of events:

Strolling Receptions (up to 250 guests with a dance floor)

Strolling Receptions are a popular choice for many weddings and offer a great way for guests to mingle during your celebration. We provide seating around the dance floor in our ballroom along with standing cabaret tables. Outdoor seating is also available on our veranda and gazebo. Your menu can include Passed Hors d' oeuvres, Carving, Pasta and Sauté Stations along with an array of Displayed Selections.

Plated Events (up to 170 guests with a dance floor)

Your guests may enjoy a set menu that you have pre-selected or we can accommodate a la carte dining service.

Buffet Events (up to 130 guests with a dance floor)

A buffet dinner offers seating for all your guests and a variety of different salad and entrée selections.

Beverage Selections

Our Event Specialists are happy to assist you in determining which beverage options will best suit your event. We offer full bar, beer and wine only or non-alcoholic bar service. Bar service can be charged on consumption or we do have package pricing available.

Additional Offerings

The Payne-Corley House offers in-house décor packages and centerpieces to enhance your wedding reception. We can also provide you with an extensive referral list of cake bakers, florists, photographers, entertainers, ceremony officiants and hotel accommodations for your out of town guests.

Special Touches

On your wedding day, we take care of all the details.

- ~ Event Orchestration from arrival to departure*
- ~ Set up of any personal items (photographs, favors, guest book, etc.)*
- ~ Light refreshments and water for the wedding party prior to the ceremony.*
- ~ Personal attendant for the bride and groom throughout the reception*
- ~ To-go basket and bottled water upon departure*



WEDDING RECEPTION

| | |
|---------------------------------------|--------|
| <i>Friday Evening</i> | \$1250 |
| <i>Saturday Day -10am -3:30pm</i> | \$1450 |
| <i>Saturday Evening –After 6:00pm</i> | \$2250 |
| <i>Sunday Day -10am -3:30pm</i> | \$1000 |
| <i>Sunday Evening –After 6:00pm</i> | \$1250 |
| <i>Holiday Dates or Weekends</i> | \$2250 |
| <i>Each Additional Hour</i> | \$500 |

***Afternoon Event – Rental Rate Based on a 3 Hour Reception*

***Evening Events – Rental Price Based on a 4 Hour Reception*

Rental Includes:

- ❖ *Gold Chavari Ballroom Chairs*
- ❖ *Floor Length White Satin Stripe Linens*
- ❖ *Dance Floor*
- ❖ *Candles and Votives for Outdoor Tables*
- ❖ *China and Silverware*
- ❖ *Candelabras for Ballroom Tables*

**Above rates reflect high demand months. Reduced rates available during off peak months.*

CEREMONY (IF APPLICABLE) \$900

- ❖ *One Hour Rehearsal on Thursday or Friday Evening*
- ❖ *Thirty Minutes Allotted for Ceremony*
- ❖ *Bridal Suite and Groom's Quarters Available 1 ½ Hours Prior to Ceremony Start Time for Photos (Additional Photography Time, Based on Availability at \$250.00 per Hour)*
- ❖ *Wedding Coordinator to Direct Ceremony and Personally Assist Bride the Day of the Event*
- ❖ *175 White Wood Padded Garden Chairs*

MINIMUMS

Food and Beverage Minimums Apply and Vary Based on Season, Time of Day and Day of the Week. Please Consult your Event Specialist for Specific Information.

MENUS

*Menus are Custom Designed - Beginning at \$27.00 Per Person for Afternoon Events
- Beginning at \$29.00 Per Person for Evening Events*

WEDDING CAKE

*Bride Makes Arrangements for all Cakes
Cake Cutting of \$1.50 per Person Applies if Bride does not use a Preferred Vendor*

MISCELLANEOUS CHARGES

*Security guard (Off Duty Gwinnett County Sheriff Deputy) required for all Events at \$175.00
20% Taxable Service Charge and Applicable Georgia Sales Tax*