

WEDDING GUIDELINES

MENU TASTINGS:

Your Personalized Tasting May Be Scheduled 60-90 Days Prior To Your Wedding. Up To Two Guests May Attend.
Timings take place Between the Hours Of 2:00Pm To 4:00 Pm.
Dates for tasting must be approved from the Executive Chef fourteen (14) days in advance.
Minimum Spend Of \$10,000 In Food and Beverage is required to have a tasting
Additional Guest's Price Is \$180.00 Per Person ++

Guest Can Choose The Selected Amounts From The Wedding Menus
(Depends On The Package Selected) Passed Hors D'oeuvres
(3) Starters From The Plated Option
(3) Entrees From The Plated Option
Alcoholic Beverages upon request
Wines Upon Request

PREFERRED VENDORS:

Wedding vendors should be hired from the resort's preferred vendor list. If a vendor is not on the list, then they must provide the following: certificate of insurance and business license. Outside vendors must be approved by hotel's catering department prior to being contracted. We request all vendors to deliver, flowers, cakes, audio visual, etc. No later than two hours prior to your scheduled event. All items must be removed following the event, unless arrangements have been made with your catering sales manager. A surcharge may be included should items be left behind without resort approval. Resort is not liable for items left behind.

ADDITIONAL FEES:

\$250.00 Clean Up Fee for Confetti Use Per Ballroom Section
\$250.00 Fee for Set and Strike of Banquet Chair Covers
A \$3.00 per item delivery charge applies to any gifts delivered to guestrooms. Items are not handed out through the front desk at check-in. If there's a room set-up change, once the room has already been set on the day of the event, there will be a charge of \$1,000.00.
\$150 per Bartender
\$150 per Attendant

DEPOSIT SCHEDULE:

The resort requires a nonrefundable deposit at the time of contract signing. After which, please refer to your contract for the scheduled deposits and cancellation policy.

PAYMENT PROCEDURES:

All payments made by the group are to be made in u.s. dollars, by certified check, cashier's check, or credit card. Payment via american express, master card and visa will be accepted with credit card authorization form completed and returned with a copy of the front and back of card. When submitting payment by check, please include the "event name" and date of event on the check. Payments must be received from the group in accordance with the payment and deposit schedule herein. Payment in full will cover 100% of all estimated charges including room rental, food, beverage, service charge, and tax costs. Any remaining balance is due at the close of the event via the above payment options.

FUNCTION TIME:

Functions are based on a maximum of a five (5) hour function. Additional hours are available at an additional charge.

GENERAL INFORMATION:

All food and beverage items must be purchased exclusively by the Wyndham Grand Jupiter at Harbourside place and consumed in the designated event areas. It is not permitted to bring outside food on hotel property.
The Wyndham Grand Jupiter prohibits the removal of food and beverage from our premises or functions.
The Wyndham Grand Jupiter is the only licensed authority to serve and sell alcoholic beverages on premises.
Outside alcoholic beverages are not permitted on hotel property, unless authorized by your conference services manager.
The hotel will require appropriate ID for anyone who appears to be under the age of 21.
Florida liquor law requires all alcoholic service to end at 2:00am.

GUARANTEES:

Your guaranteed guest count is due by 12:00 noon, (5) business days prior to your wedding day. This number shall constitute a guarantee and is not subject to reduction. If the attending number of your guests exceeds your guarantee count, every effort will be made to serve your guests. In this case, menu substitutions may be necessary. Wyndham Grand Jupiter will prepare four percent (4%) above your food guarantee for functions up to 250 guests and three percent (3%) for functions over 250 guests. Wyndham Grand Jupiter is not responsible for any meals exceeding the three/four percent (3/4%) overage, however we will accommodate such occurrences to the best of our ability. Wyndham Grand Jupiter catering reserves the right to change menu items as necessary to accommodate the additional number of guests.

BUFFET STATIONS:

Food preparation for banquet buffets is based on (1) serving per person.
The minimum number of people required for a buffet is outlined in our catering menus.
The time limit for buffets and receptions is outlined in our catering menus.
Food can be refreshed for extensions on this time limit at a cost per person.

SERVICE CHARGES:

All food and beverage prices are subject to a 23% service charge and 7% sales tax. (note: service charge is taxable)
If additional servers and staff members are required for an event, a \$45.00 per hour, per server of staff member will apply.

OUTDOOR EVENTS:

The scheduled function will take place indoors if the following conditions are present:
Weather report of a 30% or more chance for precipitation provided by weather.com
Temperatures are below 65 degrees. Wind gusts are in excess of 15 mph.
The resort will decide by 8:00pm the evening prior for breakfast, by 7:00am the day of the event for lunch, and by 12:00pm for evening functions the hotel reserves the right to make the final decision