

THE EMBASSY SUITES SARASOTA

Weddings



CEREMONY VENUES

Join us at Embassy Suites Sarasota, where our pool terrace reigns as the ultimate choice for your wedding ceremony. As Sarasota continues to captivate with its coastal charm, let us provide the perfect backdrop for your unforgettable wedding day!

Smaller ceremonies are held on the Pool Terrace, while larger ceremonies can be accommodated in Ringling I Ballroom.

Bayview accommodates 40 guests

Pool Terrace accommodates 50 guests

Ringling Ballroom 100 guests



RECEPTION VENUES

Welcome to the Ringling Ballroom, a lavish venue boasting over 2,800 square feet of adaptable event space, which can be conveniently partitioned into three smaller rooms. Positioned to offer breathtaking views of Sarasota Bay, the Ringling Ballroom sets the stage for a truly memorable celebration.

Enhancing your experience, the ballroom includes a dedicated pre-function area, providing an intimate setting for you and your guests to savor private cocktails before your grand entrance.

With a seating capacity of up to 130 guests, the Ringling Ballroom is poised to accommodate your every need, ensuring an unforgettable occasion for all.



Siesta Key Package

\$120 *per person*

HORS D'OEUVRES

Choice of Two Hot or Cold Hors d'oeuvres - One per Person of Each Selection

SELECT SALAD

SPINACH + GREENS

Baby Spinach & Micro Greens, Bleu Cheese, Pecans, Teardrop Tomatoes, Balsamic Dressing

TRADITIONAL CAESAR

Chopped Romaine Lettuce Leaves, Marinated Tomatoes, Parmesan, Croutons, Homemade Caesar Dressing

Champagne Toast

SELECT ENTRÉE

Filet Mignon

Short Rib

Pan-Seared Salmon

Herb-Roasted Chicken Breast

SELECT ENTRÉE COMPANION

Roasted Garlic Mashed Potatoes, Glazed Carrots, Green Beans, Red Wine Sauce Horseradish

Mashed Potatoes, Wild Mushroom Ragout, Frizzled Onions, Cabernet Demi

FOUR-HOUR RESORT BAR

Smirnoff Vodka, Beefeater Gin, Bacardi Superior Rum, Sauza Silver Tequila, Jim Beam Bourbon, Dewar's Scotch, Seagram's Whiskey, Imported and Domestic Beer, Sparkling Wine, Sauvignon Blanc, Chardonnay, Cabernet Sauvignon

Upgrade to signature bar for \$5 per person

Additional hour for \$11 per person

Embassy Suites offers full-service packages for weddings that can be tailored to your tastes and needs.
prices are subject to a 24% service charge and a 7% tax

Lido Key Package

\$135 *per person*

HORS D'OEUVRES

Choice of Four Hot or Cold Hors d'oeuvres - One per Person of Each Selection

SELECT SALAD

SPINACH + GREENS

Baby Spinach & Micro Greens, Bleu Cheese, Pecans, Teardrop Tomatoes, Balsamic Dressing

TRADITIONAL CAESAR

Chopped Romaine Lettuce Leaves, Marinated Tomatoes, Parmesan, Croutons, Homemade Caesar Dressing

Champagne Toast

SELECT TWO ENTRÉES

Filet Mignon

Short Rib

Pan-Seared Salmon

Herb-Roasted Chicken Breast

SELECT ENTRÉE COMPANION

Roasted Garlic Mashed Potatoes, Glazed Carrots, Green Beans, Red Wine Sauce Horseradish

Mashed Potatoes, Wild Mushroom Ragout, Frizzled Onions, Cabernet Demi

FOUR-HOUR SIGNATURE BAR

Tito's Handmade Vodka, Tanqueray Gin, Bacardi Superior Rum, Captain Morgan Spiced Rum, Patron Silver Tequila, Jack Daniels Whiskey, Jameson Irish Whiskey, Makers Mark Bourbon Imported and Domestic Beer, Sparkling Wine, Sauvignon Blanc, Chardonnay, Cabernet Sauvignon

Additional hour for \$12 per person

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prices are subject to a 24% service charge and a 7% tax

PASSED HORS D'OEUVRES

COLD

Fresh Mozzarella, Sun-Dried Tomato and Basil on a Crostini

Chilled Jumbo Gulf Shrimp

Seared Tuna Sushi on Sliced Cucumber

Tomato Bruschetta on Crostini

Curried Chicken Salad Pita

HOT

Mini Crab Cakes with Mustard Sauce

Mini Beef Wellington in Puff Pastry with Horseradish Cream

Buffalo Chicken Spring Rolls

Coconut Shrimp with Chutney Sauce

Raspberry and Almond Brie

Spinach and Feta Filo

Mini Chicken & Waffles

Catering Guidelines

VENUE INFORMATION

Venue Includes:

Tables, chairs, glassware, china, flatware, napkins, dance floor

Elevated Décor:

Please visit our preferred vendor list for elevated décor options

Tastings:

Embassy Suites Sarasota provides complimentary tastings for plated dinners for up to four people with \$10,000 in food and beverage revenue, exclusive of service charge and tax. Tastings can be scheduled Monday-Friday 12–3 pm (alternative accommodations can be requested).

Young adult bar: \$15 per person, unlimited soft drinks, bottled water, and juices.

Kids: \$37 per child ages 3-12 years old. We offer freshly breaded chicken fingers with hand-cut fries, spaghetti, and herbed meatballs or a healthy alternative upon request.

Vendor Meals: \$50 each;

Vegan, vegetarian, and GF meals are also available upon request.

MISC FEES

- **Welcome Gift Bags:** \$3.00 Per bag, plus 7% tax - Distributed at check-in by the front desk
- **Food & Beverage Sales Tax:** 7% Subject to change without notice
- **Food & Beverage Service Charge:** 24% Subject to change without notice
- **Bartender Fee:** \$125.00 Per Bar, Per Event (*One Bartender is Required Per 75 Guests*)
- **Chef Attendant Fee:** \$100.00 Per Chef (*Per Station*)
- **Butler Attendant Fee:** \$125.00 Per Butler, Per Event (*One Butler is Required Per 50 Guests*)
- **Cake Cutting Fee:** \$3 Per Person
- **Self- Parking:** \$10.00 Per Vehicle, Per Day, plus 7% tax

OUTDOOR EVENTS AND WEATHER CALLS

Indoor backup space is booked for all outdoor functions in the case of inclement weather. The decision to move an event indoors will be made based on prevailing weather conditions and the local forecast.

The scheduled function will take place indoors if the following conditions are present:

- The weather forecast shows a 40% or more chance of rain, wind gusts in excess of 12 Mph, or there is lightning in the area.
- Embassy Suites Sarasota will make a weather call by 9:00 AM the day of the event

The Sarasota noise ordinance is 10 PM; therefore, all amplified music needs to end by that time.

With the exception of a buyout, the space is open to the public, and hotel guests may be sunbathing or swimming.

OUTSIDE VENDORS

Embassy Suites Sarasota provides a preferred vendor list, and although you don't have to use the vendors on that list, they know our property very well and are an excellent resource for you!

- All vendors must provide a Certificate of Insurance (COI) to come on the property. We will provide you with the requirements to give to your vendors.
- You must provide a complete list of vendors for your event. Vendors who do not submit a COI will not be permitted on the property.

IMPORTANT DEADLINES

- 100% of the estimate of Food & Beverage must be paid (72) hours prior group's arrival.
- The menu for all private functions will utilize the Banquet / Catering Menus and will be billed at the current prices. The menu and all other details of your event(s) are to be submitted to the Hotel a minimum of 30 days before the event date and are subject to the items and conditions described in this agreement. Surcharges may apply to theme parties and private functions.
- All food and beverage requirements for group functions are subject to a 7% tax and a 24% service charge.
- The final guaranteed number of guests is required for all functions no later than 3 business days before the function. This shall not alter the total amount of revenue that will be generated from private banquet food and banquet functions.
- No food and/or beverage of any kind will be permitted to be brought into the Hotel by the group or any of the group's guests.
A cleaning fee of \$1,000.00 will be charged if prior written permission is not given.

PLATED MEALS

- Plated meals with two or more proteins require indicators/place cards.
- This can be executed in the form of escort cards with the guest's name and the table they are assigned to, and they must have a symbol as to which meal they have pre-selected.
- For multiple proteins, you must submit the quantity of each item no later than three weeks before your event.