



173

Carlyle House

HISTORIC DOWNTOWN NORCROSS

A SPECIAL EVENTS FACILITY

173 South Peachtree Street, Norcross, GA 30071
Ph: 770-662-5800 Fax: 770-662-0077
www.173carlylehouse.com

ABOUT US

Thank you for your interest in the **173 CARLYLE HOUSE**, a special events facility located in Historical Downtown Norcross, specializing in Ceremonies and Receptions.

The house, nestled on two acres of glorious magnolia trees, was built in the late 1800's and has been beautifully renovated, while keeping the turn-of-the century structure, with sparkling chandeliers in the large banquet room and all five of the more intimate sized rooms. Enjoy the use of the entire facility for your event. Your guests will love mingling in the old house, sitting in the rocking chairs on the front porch while eating appetizers, before joining you in the ballroom for your reception.

We are located just six miles north of I-285, two and a half miles north of I-85, and one mile from the intersection of Buford Highway and Jimmy Carter Boulevard and provide ample paved parking.

The house is operated by the Janousek family, who have been affiliated with the hospitality and food service industry for over five decades. Our gourmet specialties are prepared on premises by Chef William Janousek. Chef Janousek first apprenticed in Paris, France and later served as Executive Sous Chef for the Hotel Alcron in Prague, Czech Republic. For the past 40 years Chef Janousek has been a member of the Atlanta culinary scene, with positions as Executive Chef for Anthony's Restaurant in Buckhead and also Dunwoody Country Club. His is best known for the delicious continental cuisine that was served for nineteen years at the family's flagship restaurants, **Janousek's** in Roswell, Georgia and **GW Janousek's** in Norcross. The restaurants were sold in 2003 to allow for full concentration on the special event facility **173 Carlyle House**.

The 173 Carlyle House has received numerous awards over the years:

Couples Choice Award: 2020, 2019, 2018, 2017, 2016, 2015, & 2014

Weddingwires Brides Choice Award: 2013, 2012, & 2011

The Knot Best of Weddings: 2020, 2019, 2016, & 2015

Wedding Spot Best of Winner: 2020, 2019, & 2018

Weddingwire Rated: 2010

Best of Gwinnett: 2012 & 2006

Golden Hammer Award: 2005

We treat all of our clients with individual attention, creating special menus tailored to your event. We are confident that you will find the quality of our food and service unsurpassed in the metropolitan Atlanta area. We look forward to serving you in the future.

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FACILITY CAPACITY

- 300 guests for reception inside the whole facility only. More if the terrace is used.
- 200 guests seated all together using the Ballroom only.
- 400+ guests using the terrace outside and the inside.
- Terrace outside 300+ for seated ceremony and 200+ outside dining on the terrace alone.

RENTAL RATES

- Rental Fee (based on the month, day, and time): \$1,000.00 - \$1,500.00
- Ask for pricing for rehearsal dinners and special pricing for both rehearsal and wedding.
- The entire Rental Rate and a signed contract is required to reserve the date and time of your function. This includes the dance floor, tables, Chiavari Chairs, white linens, linen napkins, glassware, china, silverware, hurricane glass with a candle on a mirror, set up and clean up.
- 4 Hours use of the facility for reception and exclusive use of the grounds during your rental time only.
- Maximum stay for day time events is 4:30PM.
- Evening events begin at 6:00PM or later.
- Additional Hours are \$600.00 per hour.
- Catering deposit of \$1000.00 is due at the first planning session. One half of the estimated event cost should be paid three (3) months prior to the event. All food cost plus alcoholic beverages are to be paid one (1) week prior to event.
- Saturday night functions must meet a \$5,200.00 food minimum, plus dessert, beverages, service charge and sales tax.
- All functions must meet a food minimum of \$27.00p.p., plus beverages, dessert, sales tax, and service charge.
- Venue Coordinator fee of \$400.00 for reception only, \$500.00 for ceremony and reception.

ADDED CEREMONY - \$750.00

- Indoor Wedding Ceremony: Includes 200 chairs, \$750.00.
- Outdoor Seated Wedding Ceremony: Includes 75 chairs, additional chairs are available for \$3.75 per chair, \$750.00
- For last minute change from outdoors to indoors, \$150.00 Transfer Fee
- The fees includes 45 minutes for the rehearsal the night before the ceremony and all set up and break down. Rehearsal time is determined by the Carlyle House one month prior to the event. Typically the night before either 4:00-4:45 or 4:45-5:30.
- The bridal party/outside vendors, *only*, are allowed to arrive 2 hours before the ceremony start time to get ready, set up, or take pictures.

Wedding Ceremonies must start 30 minutes after starting time stated on the contract. Any flowers used down the aisle outside must be real, inside flowers down the aisle must be fake. No real candles on the floor going down the aisle.

FOOD
&
BEVERAGE

BEVERAGES

- \$5.50 per person for unlimited coffee, tea, water, and soft drinks when served with Carlyle House's Beer and Wine charged on consumption.
- \$9.50 per person for tonic, soda, orange juice, cranberry juice coffee, tea, water, and soft drinks. Client provides hard liquor 2 days in advance. Carlyle House's beer and wine charged on consumption. Lemons and Limes are included.
- \$7.50 per person for unlimited coffee, tea, water, and soft drinks when served without alcoholic beverages.
- \$1.50 per person for homemade fruit punch.
- \$1.50 per person for enhanced coffee station with whipped cream, flavors, and chocolate shavings.

ALCOHOLIC BEVERAGES

DOMESTIC BEER

- \$4.00 per bottle

IMPORTED BEER

- \$5.00 per bottle

***CRAFT/LOCAL BEER PRICES UPON REQUEST

CHAMPAGNE TOAST

- \$22.00 per bottle. For a toast one bottle will serve about 10 guests.

WINE

- \$22.00 per bottle for House Wine.
- Premium wines available at an additional cost.

BARTENDER

- \$125.00 for an additional bartender behind the first bar is required with more than 125 guests or serving hard liquor.
- \$250.00 for additional bar and bartender.

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WEDDING CAKE

- Cake for up to 75 people \$450.00
- Cake for up to 100 people \$600.00
- Cake for up to 150 people \$750.00
- Cake for up to 200 people \$950.00
- Cake for up to 250 people \$1,200.00
- \$1.25 per person for cake cutting fee for cakes not provided by Carlyle House with a \$150.00 maximum. Cakes brought in by an outside source will be set up by the person delivering them.
- All prices include cake table presentation with: cake knife, white plates, overlay, white lights, cake riser, and cake cutting service. - These prices are based on a traditional cake (flavors available upon request) with butter-cream icing, and a choice of filling.

GROOM'S CAKE

- Cake for up to 75 people \$450.00
- Cake for up to 125 people \$650.00
- Cake for up to 150 people \$750.00
- \$0.75 per person for cake cutting fee for cakes not provided by us.
- All prices include cake table presentation with: cake knife, cake plates, and cake cutting service.
- These prices are based on a traditional cake with butter-cream icing and a choice of filling and design.

MISCELLANEOUS COSTS

- Hand-Passed Hors D' Oeuvres (\$125.00 for each 75 guests)
- Votive Candles (\$1.00 each, includes candle and holder)
- Specialty Linens (starting @ \$20.00 per overlay)

All prices are subject to 20% Service Charge and 6% Sales Tax.

The 173 Carlyle House reserves the right to make substitutions based on product availability.

Prices are subject to change if a certain product is not available.

Due to current health regulations food may not be taken off the premises after it has been prepared and served on a buffet/food stations.

NO outside food or beverages are allowed on the premises.

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PARTY TRAYS & DISPLAYS

****Combination trays available upon request****

Small Orders for 30 – 50 People

Large Orders for 75 – 100 People

GARDEN FRESH VEGETABLE CRUDITÉ

Seasonal Assorted Vegetables

Small \$150.00 Large \$200.00

SEASONAL SLICED FRESH FRUIT DISPLAY

Seasonal Assorted Fruits

Small \$175.00 Large \$250.00

DOMESTIC CHEESE BOARD

Garnished with Fresh Seasonal Fruits & Assorted Crackers

Small \$175.00 Large \$275.00

BAKED BRIE EN CROUTE

w/ Preserves & Crackers (1 kilo Wheel)

\$90.00 each

LAYERED NACHO DIP (hot or cold)

Large \$175.00 each

COLD SPINACH DIP

Large \$175.00

WARM CRAB & ARTICHOKE DIP

Served with an array of Party Bread & Imported Crackers

Large \$175.00

COLD CRABMEAT DIP

Served with and array of Party Bread & Imported Crackers

Large \$175.00

DRY ROASTED, HONEY GLAZED or an ASSORTMENT of DELUXE MIXED NUTS

\$20.00 per pound

HUMMUS & ROASTED RED PEPPER DIP

Served with Carrots, Celery, and Pita Bread

Large \$200.00

ANTIPASTO PLATTER

Olives, Salami, Prosciutto, provolone cheese, parmesan cheese, almonds, artichoke hearts, cherry tomatoes, roasted red peppers, and toast points

Large \$625.00

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CARLYLE HOUSE SPECIAL CANAPE'S

All Hors d'Oeuvres served with appropriate condiments

COLD HORS D'OEUVRES

Plan on 2 per quests

*Deviled Eggs
Chicken Salad in Tart
Tomato stuffed with Chicken Salad
Wrapped Asparagus w/ Choice of
Parma Ham, Roast Beef or Smoked Salmon
Honey Dew wrapped in Turkey Pastrami or Parma Ham
Smoked Salmon in Puff Pastry
Garlic Mousse on Cucumbers
Wedge of Lettuce Skewers
Andouille Sausage Whip on Toast Points
Many other European Style Canapé's available
(Bite size pieces of Bread with Potato Salad and Chef's choice of assorted Hard Salami, Ham,
Turkey, Roast Beef or hard-boiled Eggs)
\$2.00 a piece*

HOT HORS D'OEUVRES

Plan on 2 per quests

*Cheese Puffs
Italian Meatballs
Swedish Meatballs
BBQ Meatballs
Beef Kabob
Chicken Satay
Franks in a Blanket
Fried Mozzarella
Vegetable Spring Rolls
Chicken Salad stuffed Tomatoes
Southern Style Chicken Tenders
Stuffed Mushroom Caps with Veal
Spanakopita (Feta Cheese & Spinach)
Pirogui (Veal & Mushroom or Spinach or Cheese and Potato)
Pimento Cheese on Toast Points
\$2.00 a piece*

HOT HORS D'OEUVRES continued

Plan on 2 per quests

BBQ Shrimp

Fried Shrimp

Shrimp Cocktail

Garlic Sautéed Shrimp

Coconut Breaded Fried Shrimp

Caprese Salad Skewers

Mini Crab Cakes

Glazed Sea Scallops wrapped with Bacon

Stuffed Mushroom Caps with Fresh Atlantic Crabmeat

Mini Bite Size Baked Brie En Croute with Preserves

\$2.25 a piece

Mini Beef Wellington

Mini Chicken Wellington

Shrimp wrapped with bacon

Barbecued Baby Back Ribs

Dates stuffed with blue cheese wrapped with Bacon

Hawaiian King BLT Sliders

\$2.50 a piece

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APPETIZERS or BUFFET

FRESH COASTAL SEAFOOD

Market Availability

***Other seafood selections available upon request*

JUMBO GULF SHRIMP

Served on ice with Cocktail Sauce, Crackers and Lemon OR

Butterfly Gulf Shrimp Fried/ Sautéed

\$36.00 per dozen

ASPIC GLAZED WHOLE POACHED SALMON

Decorated w/Herb Cream Cheese Mousse, Onions, Capers, Chopped Egg,

Smoked Salmon, Lemons & Toast Points

Serves 100 - 150 People

\$325.00

NORWEGIAN SMOKED SALMON

Pre-Sliced

Served w/ appropriate Condiments

Small \$225.00 Large \$350.00

CARVING STATIONS

All items are carved within the reception area by a member of the Culinary Team. Appropriate Breads & Condiments will be presented. Servings of all meats are based on 2 different meats. One must serve all the guests the second can serve less. If one meat only, there will be a \$100.00 carving fee for the attendant.

TOP ROUND OF BEEF

*Serves up to 80
\$275.00*

HERB CRUSTED NEW YORK STRIP LOIN

*Serves 30-40
\$300.00*

ROASTED RIBEYE

*Serves 35-45
\$300.00*

TENDERLOIN OF BEEF (CHATEAU BRIAND)

*Serves 20-25
\$350.00*

SALMON WELLINGTON

*Serves 15-20
\$200.00*

CHEF'S OWN PORK TENDERLOIN

*Serves 30-40
\$250.00*

CARLYLE HOUSE STYLE PORK LOIN

*Serves 100
\$300.00*

SUGAR CURED VIRGINIA BAKED HAM

*Serves 100
\$300.00*

MAPLE-HONEY GLAZED BREAST OF TURKEY

*Serves 60-70
\$275.00*

ON THE BUFFET

Below selections are served from the Main Buffet for the full amount of expected guests.

CHICKEN PICCATA

*Sautéed Chicken with Lemon Butter, White Wine & Capers
\$5.25 per person*

CHICKEN PARMESAN

*Boneless Breaded Chicken Breast Covered with Motto Sauce and Mozzarella Cheese
\$5.50 per person*

CHICKEN WELLINGTON

*Boneless Chicken Breast Stuffed with Ground Veal and Mushrooms in a Puff Pastry
\$5.50 per person*

CHICKEN ALMONDINE

*Broiled Chicken with Almonds and Mushroom Sauce
\$5.25 per person*

CHICKEN MARSALA

*Sautéed Chicken with Mushroom and Marsala Wine
\$5.25 per person*

GRILLED LAMB CHOPS

*Grilled Rack of Lamb with 17 Spices and Served with a side of Mint Jelly
\$10.00 per person*

GRILLED ATLANTIC SALMON

*Grilled Fresh Salmon Served with a side of Dill Sauce
\$5.25 per person*

FRIED CHICKEN

*Crunchy and Juicy, Bone in Whole Pieces of Chicken Battered and Fried
\$6.75 per person*

ACTION STATIONS

All action stations are prepared and served within the reception area by a member of our Culinary Team.

PASTA STATION

*Choose of 2 pastas, 2 sauces, and Julianne Vegetables
\$7.50 per person*

SELECTIONS OF PASTA:

Served warm or cold

*Penne, Cheese Tortellini, Ravioli, Rotini, Angel Hair, Linguine,
Fettuccini, Spinach Fettuccini, or Bow Tie*

Prepared with a choice of one of the following sauces:

Tomato-Basil, Flame Roasted Red Pepper, Alfredo and Hot Louisiana Brown Sauce.

Your selection can also be enriched with, Crab, Grilled Salmon, Parma Ham and Andouille Sausage or accented with Fresh Sautéed Vegetables, Sautéed Mushrooms, String Beans, Carrots, Sun-dried Tomatoes or Artichokes, ask per pricing depending upon item.

Add chicken or shrimp for \$1.50 more per person

SMASHED MARTINI POTATO BAR

Our famous homemade Southern style Mashed Potatoes served elegantly in a martini glass with fabulous assorted toppings such as portabella mushroom gravy, cheese, bacon, sour cream, and chives.

\$7.50 per person

SWEET POTATO MARTINI BAR

Our famous homemade Southern style Candied Sweet Potatoes served elegantly in a martini glass with fabulous assorted toppings such as: marshmallows, brown sugar, and nuts.

\$7.50 per person

HOMEMADE SOUTHERN MARTINI GRITS BAR

Our famous homemade Southern style Grits served elegantly in a martini glass. With portabella mushroom Gravy, Cheese, Shrimp Jambalaya, and Cajun mix with andouille sausage

\$8.00 per person

BISCUIT BAR

Homemade biscuits served with a choice of butter, jellies, baked ham, cheese, and white gravy

\$8.00 per person

SIDE DISH SELECTIONS

Side dish selections are per person

POTATOES \$3.50 per person

*Stuffed New Red
Garlic Roasted Red
Garlic Mashed
Scalloped
Potato Salad
Sweet Potato Casserole
French Fries
Sweet Potato Fries*

RICE \$3.50 per person

*Plain white
Chef's Wild Rice Risotto
(Mixture of White and Wild Rice with Vegetables)
Spanish Rice
(With Red Bell Peppers and Onions)
Saffron Rice*

NEW ORLEANS RICE \$4.00

(With Sausage and Shrimp)

PASTA

Below selections are served from the Main Buffet and are per person

*Cold Pasta Primavera \$3.50
Hot Pasta Primavera w/Mixed Medley \$3.50
Plain selection (one plain pasta and one sauce) \$3.25
New Orleans Pasta (with andouille sausage and shrimp) \$4.75
Macaroni and Cheese \$3.75
Cheese Tortellini \$4.00
Beef Ravioli \$4.50*

SIDE DISH SELECTIONS cont...

HOT VEGETABLES \$3.50 per person

Mixed Medley
Squash Casserole
Ginger Carrots
Cauliflower (fried or roasted)
Broccoli served steamed
Chef's Fresh Green Beans with almonds or bacon
Black Eyed Peas
Fried Okra
Fried Green Tomatoes
Brussel Sprouts
Steamed Asparagus
Sautéed Mushrooms

SALADS

FRESH GARDEN GREENS \$3.75 per person

Fresh Mixed Greens
Carrots, Cucumbers, and Tomatoes
Choice of Dressings:
(Choose from Vinaigrette, Raspberry Vinaigrette, Honey Mustard, Ranch, Italian, and Blue Cheese)

SPINACH SALAD \$4.00 per person

With Mushrooms, Eggs, and Bacon Bits
Honey Mustard or Vinaigrette Dressing

TRADITIONAL CAESAR SALAD \$4.00 per person

Romaine Lettuce, Mushrooms, Croutons, and Parmesan Cheese

GREEK SALAD \$4.25 per person

Romaine Lettuce, Tomatoes, Cucumbers, Onion, Feta Cheese, and Olives

STRAWBERRY SALAD \$4.25 per person

Mixed greens, strawberries and glazed pecans

WEDGE OF LETTUCE \$4.25 per person

Iceberg lettuce, bacon, tomato, and blue cheese dressing

FETA AND WATERMELON SALAD \$4.25 per person

Romaine Lettuce, Feta cheese, and Fresh Watermelon

PLATED DINNER MENU

*All Dinners include a choice of one salad,
Rice or potatoes, green beans or mixed medley, and rolls.*

SALAD

FRESH GARDEN GREENS

*Choose from Vinaigrette, Raspberry Vinaigrette, Honey Mustard,
Ranch, Italian, and Bleu Cheese*

TRADITIONAL CAESAR SALAD

Romaine Lettuce, Mushrooms, Croutons, and Parmesan Cheese

SPINACH SALAD

*With Mushrooms, Eggs, Bacon Bits and
Honey Mustard or Vinaigrette Dressings*

BEEFSTEAK TOMATO

(Extra \$2.75 per person)

*Served on a bed of Boston Lettuce w/Red Onions,
Fresh Mozzarella, Fresh Basil & Balsamic Vinaigrette*

STRAWBERRY SALAD

(Extra \$1.75 per person)

Mixed greens, strawberries and glazed pecans

SINGLE ENTRÉE SELECTIONS

BREAST OF CHICKEN OR BEEF WELLINGTON

*Veal & Mushroom Stuffing served with Cabernet Sauce
\$30.50 & \$34.00*

CHICKEN PICCATA

*Sautéed Chicken or Veal with Lemon Butter, White Wine & Capers
\$30.00*

CHICKEN MARSALA

*Sautéed Chicken or Veal with Mushroom and Marsala Wine
\$30.00*

CHICKEN ALMONDINE

*Broiled Chicken with Almonds and Mushroom Sauce
\$30.00*

12 oz. PRIME NEW YORK STRIP STEAK

*Broiled & Glazed w/Green Peppercorn Sauce
or Chef's Seven Pepper Sauce
\$40.50*

HERB CRUSTED FILET MIGNON 8 oz. /10 oz.

*With Cabernet Sauce or Béarnaise Sauce
\$36.00 / \$41.00*

CHEF'S OWN PORK TENDERLOIN MEDALLIONS

*With Portabella Mushroom Sauce
\$31.50*

GRILLED ATLANTIC SALMON

*Cucumber Dill Sauce or Hollandaise Caper Sauce
\$31.50*

TWIN ENTRÉE SELECTION

PETITE FILET MIGNON & CHICKEN PICCATA

\$36.50

PETITE FILET MIGNON & CHICKEN MARSALA

\$36.50

PETITE FILET MIGNON & GRILLED SALMON

\$38.00

PETITE FILET MIGNON & SHRIMP SCAMPI

Cognac Sauce and Jumbo Shrimp in Garlic Butter

\$38.50

SLICED TENDERLOIN of BEEF & LOBSTER TAIL

Caramelized Shallot Merlot Sauce

\$51.50

CHATEAU BRIAND w/CABERNET MUSHROOM SAUCE

Accompanied by Garlic Roasted Lamb Chops w/ Mint Jelly

\$50.50

CHICKEN PICCATA & SHRIMP SCAMPI

\$36.50

PORK TENDERLOIN MEDALLIONS

*Topped w/ Portabella Mushroom
& Crab Cakes in a White Wine Sauce*

\$35.50

DESSERT SELECTIONS

\$4.00 for one or \$5.50 for mini assorted

STRAWBERRY ROMANOFF

BANANA FOSTER

NEW YORK CHEESECAKE

PECAN PIE with ICE CREAM

KEY LIME PIE

APPLE STRUDEL with ICE CREAM

CHEF'S CHOCOLATE CANAGE CAKE

CHOCOLATE MOUSSE CUPS

PEACH COBBLER

ASSORTED MINI DESSERT DISPLAY

SERVICE REFERRAL LIST

FLORIST:

Maria Schendzels.....843-452-9017
Eden's Flowers.....470-275-5131

DISC JOCKEYS:

Black Tie Entertainment.....Rich Leggitt...770-582-0525.....www.btevents.com
Complete Weddings & Events....Patrick Davis...770-425-3535..rich@cmatlantadj.com

BANDS:

Emerald Empire Band.....Ansley.....706-540-2806.....ansley@emeraldempireband.com
The Atlanta Wedding Band.....404-272-0337....booking@atlantaweddingband.com

INSTRUMENTS:

David Clarke – Pianist770-873-7636
Mike LeVasseur – Pianist404-641-6575
Deedi Henson – Harpist404-939-3180
Kathy Schmeelk – Harpist770-972-8151
Susan Pitard-Acree – Violinist.....770-931-8567Violins Solos and Ensembles
Mike Kelly – Jazz Guitarist.....770-476-9488

PHOTO AND VIDEO:

Christina & Marie.....hello@christinamphoto.com
Renee TSE.....TSE@tsegallery.com
Sergey Zavgorodniy – Photographerwww.lumipixelphotography.com
Video.....thatweddingninja@gmail.com
Tom – Video.....tom@rootedpine.com
Gary Lun – Photographerwww.garylun.com
Candace Photography.....hello@candacephotography.net
Jennifer M Studios.....jen@jennifermstudios.com

MINISTERS:

Chaplain Jeremiah O'Keefe-West
Irish Minister/Non-Denominational.....404-261-5059.....www.okeefe-west.com
Rev. Donna Jernigan770-314-7440
Rev. Marilyn Odom.....770-469-7322
Ken & Karen Blackwell.....678-473-9103
Mike Lowe.....770-821-7712
Rev. Ken Taylor770-316-9908

SERVICE REFERRAL cont...

TRANSPORTATION:

Steven Toye MTI Limo Bus & Shuttle..... 470-823-3489

William (Vintage T-Bird)..... 678-464-0298

MTI Limo and Shuttle.....404-669-0900..... broadcast@mtilimos.com

HOTEL ACCOMMODATIONS:

*****Be sure to say you were recommended by Carlyle House to receive special pricing.***

Hilton Atlanta NE.....678-533-3326

5993 Peachtree Industrial Blvd

Norcross, GA 30092

Van Service & Indoor/Outdoor Pool

Marriott Atlanta Norcross 770-441-6515

475 Technology Pkwy

Norcross, GA 30092

Van Service & Indoor/Outdoor Pool

Courtyard by Marriott.....404-344-4414

3209 Holcomb Bride Rd.

Norcross, GA 30092

Van Service

PARTY FAVORS

Napkins, cups, koozies, and much more.

Insignia Promotions..... 678-323-1406

Email..... Orders@Insigniapromo.com

Website www.Insigniapromo.com

PERSONALIZED CUSTOM SLIDESHOWS

Slideshows, Custom Memory Photo Books, Wedding Guest Books, for Rehearsal Dinner, Couples Showers, Wedding Showers, Engagement Parties.

Snap Shot Media.....Kathy Cox - 404-376-6225

Jen Cerone - 770-598-8122

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Website Snapshotmedia.org