

From:
 Port Town Brewing Company
 (310) 809-6667
 Events@PortTownBrewingCompany.com

Bill To:	
Project:	
Type:	Wedding
Date:	
Time:	5:00pm-10:00pm
Location:	Port Town Brewing Company
	285 West 7th Street
	San Pedro, CA 90731



Project Proposal

Item	Quantity	Price	Total
* Number of Guests	100		
* Port Town Brewery Venue: Reception Area ONLY * \$1000 Down Payment to Secure Venue * 5 Hours of event time * 2 Security Guards (required for all events) * Maintenance * Rental Setup and Delivery * Set Up and Take Down Crew * Overhead Cascading Lighting * Facilities/Month Of Coordinator * Initial consultation and walkthrough * Room Layout and Diagrams * Ordering of Rentals and oversee of delivery and pick up * Vendor Approval (All vendors will need to provide a POI 14 days before the event) * Scheduled in person meeting to discuss timeline and venue details (to take place 30-45 days before event date) * Venue management from start to finish of event * Schedule and manage security and maintenance * Month of Wedding Coordinator Duties (please see attached)	1	\$2,500.00	\$2,500.00

* Full Buy Out * Private Indoor Reception Location * 5 Rustic Cocktail Tables * \$2500 Drink Minimum			
* Ceremony Add On * X back wood chairs with ivory cushions * Water Station * Ceremony Rehearsal Coordination	0	\$550.00	\$0.00
* Add On Hours * Includes Venue, Bartenders, Coordinator, and Maintenance Staff	0	\$550.00	\$0.00
* Beer and Wine Host Bar Package (4.5 Hours of Service) * 4 types of beer, 2 white wines, 2 red wines, 1 Champagne (venues selection) * Additional Bar Hours may be added on for \$7 per person/per hour	100	\$25.00	\$2500.00
* Beer and Wine Cocktail Hour Bar Package (1 Hour of Service) * 4 types of beer, 2 white wines, 2 red wines, 1 Champagne (venues selection) * The duration of the event will be a non-host bar with the same options available for purchase at the discounted rate of \$6 per drink	0	\$12.00	\$0.00
* Non-Host Bar	0	\$0.00	\$0.00
ITEMS INCLUDED IN PACKAGE			
151 - 200 Guests	0	\$8,750.00	\$0.00
100 - 150 Guests	0	\$7,500.00	\$0.00
75 - 100 Guests	1	\$5,850.00	\$5,850.00
50 - 75 Guests	0	\$5,200.00	\$0.00
* Wedding Cake/Dessert Bar: * Wedding Cake or Dessert Bar from Gina and the Bean * Complimentary Cake or Dessert Bar Tastings * Cake Cutting and Plating * 2 Tier Cake up to 60 people, 3 Tier Cake up to 120 people, 4 Tier Cake up to 200 people. 6" Cutting Cake Included with Dessert Bar. * Please inquire for dessert bar substitution and potential price increase			
* Bartender (1 for parties up to 100 people, 2 for parties up to 200 people)			
* Soda, Iced Tea, and Lemonade * Coke, Diet Coke, Sprite, Iced Tea, Lemonade			
* X-back wood chairs with ivory cushions			

* Farm Tables (8 feet x 3 feet) * Sit 8-10 guests per table * Up to 12 provided for each event * 3 Tables provided for Guest Book/Gift Table, Cake/Dessert Table, and Sweetheart Table * Additional Farm Tables may be rented for \$99 per table			
* Tasting Room Cocktail Tables * Only included in full buyout. Cocktail Tables and Linens must be rented for an additional charge without full buyout.			
* Polyester Cloth Napkins			
* China, Glassware, and Dinnerware			
* Candle Centerpieces * One per table * Mixture of 12 different height glass cylinder vases (at 6", 7" and 10") with floating candles in each			
* 1 Bridal Bouquet * Your choice of style			
* 5 Bridesmaids Bouquets * Your choice of style			
* 1 Grooms Boutonniere * Your choice of style			
* 5 Groomsmen/Additional Boutonniere's * Your choice of style			
* Gold Beaded Chargers			
		SUB-TOTAL	\$10,850.00
		TAX	\$1,030.75
		GRATUITY	\$1,953.00
		REFUNDABLE SECURITY DEPOSIT	\$1,000.00
		2 Week Signing Discount	-\$1,000.00
		TOTAL	\$13,833.75