

# CEREMONY AND CELEBRATION SITES

INDOOR				
	MAIN PARLOR	DOVER PARLOR	CHAPEL OF ST. IGNATIUS	ESTATE ROOM
Dimensions	38' x 23.5'	25.5' x 19'	57' x 31'	57' x 31'
Capacity	70 (ceremony) 100 (cocktail reception) 60 (seated meal)	35 (ceremony) 45 (cocktail reception) 30 (seated meal)	160 (ceremony)	200 (cocktail reception) 150 (seated meal)
Features	Mahogany paneling, working fireplace, access to raised terrace and Lower Garden	Mahogany paneling, working fireplace, access to raised terrace and St. Cecilia's Garden	Available for Catholic ceremonies, with approval from the Archdiocese of Boston, for Boston College graduates only.	Access to Main Parlor terrace. Large window overlooking grounds.
OUTDOOR				
	ST. CECILIA'S GARDEN	LOWER GARDEN	STONE ARCHES	PAVILION
Dimensions	69' x 58.5'	142' x 53'	73.5' x 10'	26.5' x 62.5'
	Formal garden with the capacity to seat 260 for a ceremony	Lower lawn with the capacity to seat 200 under a tent	Covered open-air space off the main building and adjacent to the Lower Garden	Stand-alone stone structure adjacent to the recreation fields with the capacity to seat 80
LODGING				
	SIGNATURE SUITES	GUEST WING SUITES	GUEST WING BEDROOMS	
	Six suites with queen-sized beds, cable televisions, Wi-Fi, and private bathrooms	Twenty-one suites with either king-, queen-, or full-sized beds, Wi-Fi, and private bathrooms	Thirty-six rooms with twin- sized beds that sleep one or two, Wi-Fi, and shared bathrooms	
	\$180 per night, plus 5.7% lodging tax	\$155 per night, plus 5.7% lodging tax	\$100 per night, plus 5.7% lodging tax	
RATES*	WEDDING FACILITY RENTAL FEE			
	Mondays – Thursdays		\$3,500	INCLUDED IN THE RENTAL COSTS: Exclusive use of the estate 24 60" round tables 12 36" round high top tables 250 white folding garden chairs with padded seats 160 banquet chairs (for indoor use only) Miscellaneous tables for bar and catering services
	Fridays		\$6,000	
	Saturdays and Sundays on Holiday Weekends		\$8,000	
	Sundays on non-holiday weekends		\$7,000	
	Wedding Weekend (starting at 5:00 p.m. Friday; check-out by 11:00 a.m. on Sunday)		\$10,000	
	Ceremony Fee		\$1,000	
	plus 6.25% sales tax			
	*Effective July 2019			

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# CEREMONY AND CELEBRATION SITES

## ALCOHOL

All alcohol menus are specifically created for each event. Costs will vary depending on selections and services. Specific information regarding pricing can be obtained from an event coordinator.

The Connors Center provides all alcohol services and does not allow any alcohol to be brought in.

## WEDDING REHEARSALS AND REHEARSAL DINNERS

Rehearsals at the Connors Center are available to couples at no additional cost. Reservations for use of space for rehearsals can be made one month prior to the wedding. Pending availability, couples may not be able to use the space for a rehearsal the day before the wedding as another wedding and/or event may be in progress.

For a nominal fee, the Connors Center is available for rehearsal dinners.

## ADDITIONAL FEES

» Any additional services required will be charged directly to the client. These may include tent and upgraded chair rentals, damage fees, police services, valet parking, coat check, etc.

» We require all events to obtain liability insurance. Sponsoring party must maintain, in full force, a fully paid policy of commercial/comprehensive general liability insurance for personal/bodily injury (including death) and property damage claims up to \$1,000,000 per occurrence.

» Sponsoring party shall include "Trustees of Boston College, their Officers, Directors and Employees" as additional insureds on this policy and shall furnish Boston College with current Certificates of Insurance that provide for thirty (30) days' prior written notice to Boston College in case of cancellation of or material change in the policy limits or coverage stated.

» Events with 150+ guests are required to hire a Town of Dover police detail. This will cost approximately \$440.00. The Connors Center will coordinate this detail and bill the couple as necessary.

## DEPOSIT

A nonrefundable deposit of 50 percent of the facility rental fee is due when the contract is signed.

One week prior to the wedding, all remaining balances are due.

## PAYMENT INFORMATION

Payments for events are accepted by credit card or check (made payable to Boston College).

## CANCELLATION FEES

60–90 DAYS NOTIFICATION:  
50 percent of remaining deposit due

30–60 DAYS NOTIFICATION:  
75 percent of remaining deposit due

LESS THAN 30 DAYS NOTIFICATION:  
100 percent of remaining deposit due.

# CONNORS CENTER ALCOHOL SERVICE

- » THE CONNORS CENTER PROVIDES ALL ALCOHOL ON THE PROPERTY. The center does not allow alcohol to be brought in for any circumstance and reserves the right to limit and control the amount of alcohol served. Proper identification must be presented at all times. All alcohol services must be accompanied by food and soft drinks.
- » All bars require a TIPS certified bartender. Caterers and/or the Connors Center will provide all bartenders and pass these staffing charges onto the client. Clients will also be charged for liquor liability insurance.
- » All bars require a liquor license (\$25.00). A police detail will also be required for all events with more than 150 guests. The client is responsible for all fees associated with police detail charges.
- » All prices are subject to a 6.25% Massachusetts Sales Tax and a 20% administrative fee. Administrative fee does not represent a tip, gratuity or service fee for wait staff, bartenders or service employees.

## BAR SELECTIONS

### CALL BAR CONSUMPTION OR CASH BAR PRICING

#### BEER (choose maximum of 4)

Bud Light	\$7.00	Harpoon	\$8.00
Coors Light	\$7.00	Jack's Abby	\$8.00
Michelob Ultra	\$7.00	Stella Artois	\$8.00
Corona	\$8.00	Seasonal Craft	\$8.00
Heineken	\$8.00		

#### WINE/\$10.00 PER GLASS (choose maximum of 4)

Novellum Chardonnay	Casalini Pinot Grigio
Haut Rian	Avalon Cabernet
Sauvignon Blanc	Cono Sur Pinot Noir

#### SPIRITS/\$10.00 PER DRINK

Bacardi Superior or Captain Morgan Rum  
Dewars Scotch Whisky  
Jack Daniels Whisky  
Makers Mark Bourbon  
Tanqueray Gin  
Tito's Vodka

*Prosecco Toast (Bollicini)*    \$7.00 per person  
*Sodas & Water*    \$2.00 per person

#### FLAT FEE PRICING FOR CALL BAR

Full Bar — \$50.00 per person\*  
Beer & Wine — \$40.00 per person\*

*\*Plus 6.25% sales tax and 20% administrative fee.*

Open bar for 4.5 hours and includes Prosecco toast, two specialty drinks and one wine pour with dinner.

### PREMIUM BAR CONSUMPTION OR CASH BAR PRICING

#### BEER (choose maximum of 4)

Bud Light	\$7.00	Harpoon	\$8.00
Coors Light	\$7.00	Jack's Abby	\$8.00
Michelob Ultra	\$7.00	Stella Artois	\$8.00
Corona	\$8.00	Seasonal Craft	\$8.00
Heineken	\$8.00		

#### WINE/\$11.00 PER GLASS (choose maximum of 4)

Kendall Jackson Chardonnay	Santi Sortesele Pinot Grigio
Oyster Bay Sauvignon Blanc	J. Lohr Cabernet Portillo Pinot Noir

#### SPIRITS/\$11.00 PER DRINK

Bulleit Bourbon  
Chivas Scotch Whisky  
Crown Royal Canadian Whisky  
Glendalough Gin  
Grey Goose Vodka  
Mount Gay Rum

*Prosecco Toast (Mionetto II)*    \$8.00 per person  
*Sodas & Water*    \$2.00 per person

#### FLAT FEE PRICING FOR PREMIUM BAR

Full Bar — \$55.00 per person\*  
Beer & Wine — \$45.00 per person\*

*\*Plus 6.25% sales tax and 20% administrative fee.*

Open bar for 4.5 hours and includes Prosecco toast, two specialty drinks and one wine pour with dinner.

*Selections subject to change based on availability.*

# EXCLUSIVE CATERERS AND RECOMMENDED VENDORS

## EXCLUSIVE CATERERS

The Connors Center works exclusively with the following list of approved caterers.

### BAKERS' BEST CATERING

150 Gould Street  
Needham, MA 02494  
617-332-4588  
cburke@bakersbestcatering.com  
www.bakersbestcatering.com

### CAPERS CATERING

30R Pine St.  
Stoneham, MA 02180  
781-279-5100  
katwood@caperscatering.com  
www.caperscatering.com

### GOURMET CATERERS

3867 Washington Street  
Roslindale, MA 02131  
617-522-2820  
jeannes@gourmetcaterers.com  
www.gourmetcaterers.com

### MAX ULTIMATE FOOD

101 Hampden Street  
Boston, MA 02119  
617-427-9799  
info@maxultimatefood.com  
www.maxultimatefood.com

### OFF THE VINE CATERING

163 Morse Street  
Norwood, MA 02062  
781-762-9770  
holly@offthevinecatering.com  
www.offthevinecatering.com

### PEPPER'S ARTFUL EVENTS

43 Hudson Street  
Northborough, MA 01532  
508-393-6844  
brenda@peppersartfulevents.com  
www.peppersartfulevents.com

## CAKES

### DESSERT WORKS

302 Providence Highway  
Westwood, MA 02090  
781-708-9088  
cake@dessertworks.net  
www.dessertworks.net

### PARTY FAVORS

1356 Beacon Street  
Coolidge Corner  
Brookline, MA 02446  
617-566-3330  
info@partyfavorbrookline.com  
www.partyfavorbrookline.com

### THE ICING ON THE CAKE

230 Adams Street  
Newton, MA 02458  
617-969-1830  
cake@tiotc.net  
www.tiotc.net

### SILVER WHISK BAKE SHOP

Owner ~ Nancy Zhou  
Stoneham, Massachusetts  
857-264-0135  
silverwhiskbakeshop@gmail.com  
www.silverwhiskbakeshop.com

### MONTILLIOS BAKING COMPANY

703 Granite Street  
Braintree, MA 02184  
781-535-5200  
weddingcakes@montillios.com  
www.montillios.com



## EVENT AND WEDDING PLANNERS

### ELEGANT AURA

Boston, MA  
Elizabeth Quill  
774-571-8327  
elizabeth@elegantaura.com  
www.elegantaura.com

### MARRERO WEDDINGS AND EVENTS

Boston, MA  
Paula Marrero  
978-304-0773  
paula@marreroevents.com  
www.marreroevents.com

### PRIMAVERA DREAMS

Luba Mitnik-Gankin  
Certified Wedding Planner  
Boston and Italy  
617-504-6944  
luba@primaveradreams.com  
www.primaveradreams.com

### ANA STEFANOVICH

Owner/Award winning event  
and wedding planner  
617-678-1154  
info@northshoreweddingsbyanna.com  
www.northshoreweddingsbyana.com



## EVENT INSURANCE

### MARKEL EVENT INSURANCE

Markeventinsurance.com  
800-236-2453

### EVENT HELPER

info@eventhelper.com  
855-493-8368



Please contact companies directly to inquire about price and availability.

# EXCLUSIVE CATERERS AND RECOMMENDED VENDORS

## FLORISTS

### FLOU(-Ə)R SPECIALTY FLORAL EVENTS

10 Roessler Road  
Suite C  
Woburn, MA 01801  
781-305-3322  
info@myflower.com  
www.myflower.com

### POSIES OF WELLESLEY

Margaret Becla  
158 E Central St  
Natick, MA 01760  
508-650-9999  
posiesofwellesley@outlook.com  
www.posiesofwellesley.com

### B. DARLING FLORALS

Beth Darling  
Holliston, MA  
617-306-1291  
beth@bdarlingfloral.com  
www.bdarlingfloral.com

### LOVELL'S FLOWERS

160 Main Street  
Medfield, MA 02052  
508-359-4191  
Lovellfloristandnursery@gmail.com  
www.lovelsflorist.com

### PETAL PUSHERS FLORAL STUDIO

325 North Main Street  
Natick, MA 01760  
508-655-2440  
jill@petalpushersstudio.com  
www.petalpushersstudio.net



## GROUP TRANSPORTATION

### BOSTON COACH

69 Norman Street  
Everett, MA 02149  
800-672-7676  
www.bostoncoach.com



## ENTERTAINMENT

### C-ZONE MUSIC

617-320-0723  
contact@czonemusic.com  
www.czonemusic.com

### THE GILDED HARPS

Felice Pomeranz  
978-443-0656  
felice@gildedharps.com  
www.gildedharps.com

### DJ ERIC MAGGS

erik.maggs@yahoo.com  
508-292-8363  
www.djmaggs.com

### PLUS ONE PRODUCTIONS

Mike Paganelli  
617-319-6619  
mike@plus1pros.com

### COMMON GOOD BAND

thecommongoodband@yahoo.com  
http://thecommongoodband.net

### EAST COAST SOUL

617-356-7802  
www.eastcoastsoul.net



## PHOTOGRAPHY

### DAVID TUCKER PHOTOGRAPHY

Boston, MA  
617-645-5432  
info@dtuckerphoto.com  
www.dtuckerphoto.com

### QIAN HEGARTY

978-393-3804  
www.qhegartyphotography.com  
qhegartyphotography@gmail.com

### ANGELINA ROSE PHOTOGRAPHY

Angelina Rose  
Sharon, MA  
401-742-7674  
Angie@Angelinarose.com  
www.angelinarose.com

### ALLEGRO PHOTOGRAPHY + VIDEO

Dave and Jo Lee  
Wellesley, MA  
888-566-3284  
info@allegrophotography.com  
www.allegrophotography.com

### SAMANTHA MELANSON PHOTOGRAPHY

samantha@samanthamelanson.com  
www.samanthamelanson.com  
www.swoonbooth.com

### THE EWINGS PHOTO + VIDEO

508-471-7988  
erica@the-ewings.com  
www.the-ewings.com



## VIDEOGRAPHY

### SH VIDEOGRAPHY

162 Newbury Street  
Boston, MA 02116  
617-840-4119  
info@shvideography.com  
www.shvideography.com



Please contact companies directly to inquire about price and availability.

# EXCLUSIVE CATERERS AND RECOMMENDED VENDORS

## LIGHTING

DESIGN LIGHT  
85 County Street  
Dover, MA 02030  
508-785-1810  
sandy@designlightco.com  
www.designlightco.com

YOUR LOVE IN LIGHTS  
Tom and Helen Kura  
Needham, MA  
781-915-4964  
helen@yourloveinlights.com  
tom@yourloveinlights.com



## TENTS

Tent rentals must be approved by The  
Connors Center to ensure appropriate  
permitting and construction of tents.

PEAK EVENT SERVICES  
36 Cabot Road  
Woburn, MA 01801  
781-503-2144  
tentsales@peakeventservices.com  
www.peakeventservices.com

ROLAND L. APPLETON  
270 South Common Street  
Lynn, MA 01905  
781-592-5523  
jjim@rlappleton.com  
www.rlappleton.com

## SEACOAST TENT RENTALS

5 Chadwick Avenue  
Plaistow, NH 03865  
603-382-3600  
info@seacoasttents.com  
www.seacoasttents.com

## SPERRY TENTS

28 Patterson Brook Road, Unit 2  
West Wareham, MA 02576  
888-825-7542  
info@sperrytents.com  
www.sperrytentsmarion.com

## SPECIAL EVENTS OF NEW ENGLAND, LLC

Tent & Party Rental Service  
800-924-8389  
info@specialeventsofne.com  
www.SpecialEventsofNE.com



Please contact companies directly to inquire about price and availability.

# PLANNING YOUR CONNORS CENTER WEDDING

## 9–12 MONTHS

- ☐ Create your wedding folder/binder
- ☐ Determine your budget
- ☐ Reserve your date
- ☐ Begin your guest list and choose your wedding party
- ☐ Research photographers, bands, florists, tents, and caterers
- ☐ Brainstorm color palettes and overall theme/style
- ☐ Purchase your wedding dress

## 6–9 MONTHS

- ☐ Hire your vendors
- ☐ Purchase invitations
- ☐ Send out save-the-dates
- ☐ Order bridesmaids' dresses
- ☐ Book your rehearsal and rehearsal dinner venue
- ☐ Create rehearsal dinner guest list
- ☐ Register for gifts

## 4–6 MONTHS

- ☐ Book transportation for bride and groom
- ☐ Book transportation for guests
- ☐ Book the honeymoon
- ☐ Purchase/rent the groom's tuxedo
- ☐ Purchase wedding bands
- ☐ Complete hair and makeup trial
- ☐ Purchase bride and groom accessories
- ☐ Choose processional and reception music/playlists

## 3 MONTHS

- ☐ Finalize catering menu, cake, and flowers
- ☐ Finalize guest list and send invitations
- ☐ Finalize guest lodging needs
- ☐ Order wedding favors
- ☐ Finalize day-of timeline and send to vendors

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## 2 MONTHS

- ☐ Confirm details with vendors
- ☐ Hold final walk-through with caterer
- ☐ Meet with photographer
- ☐ Write your vows
- ☐ Purchase gifts for parents, wedding party, and each other

## 1 MONTH

- ☐ Check in with vendors
- ☐ Confirm bar selections
- ☐ Obtain marriage license
- ☐ Confirm bridesmaids' dresses
- ☐ Plan seating chart
- ☐ Purchase guest book, toasting flutes, etc.
- ☐ Plan welcome baskets

## FINAL WEEK

- ☐ Give wedding party day-of timelines
- ☐ Assemble welcome baskets
- ☐ Drop off gift bags, wedding decor, escort cards, etc.
- ☐ Pack for honeymoon
- ☐ Give table cards, menus, favors, etc., to caterer

## THE DAY BEFORE

- ☐ Assign someone to pack up gifts/belongings after the reception
- ☐ Final check-ins with vendors and give vendors payments
- ☐ Attend rehearsal
- ☐ Present wedding party with gifts

## THE DAY OF

- ☐ Present parents with gifts
- ☐ Give wedding bands to Best Man and Maid of Honor
- ☐ Assign someone to be the photographer's contact (for gathering necessary people)

## AFTER THE WEDDING

- ☐ Write and send thank you notes
- ☐ Complete your registry
- ☐ Follow up with photographer/videographer



# CONNORS CENTER VENUE MAP



— A. PAVILION B. LOWER GARDEN C. CHAPEL D. ST. CECILIA'S GARDEN