

SEPIA



Life Celebrations

3562 FINGER ROAD | GREEN BAY WI 54311 | (920) 544-1058

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SEPIA

WEDDING & EVENT VENUE

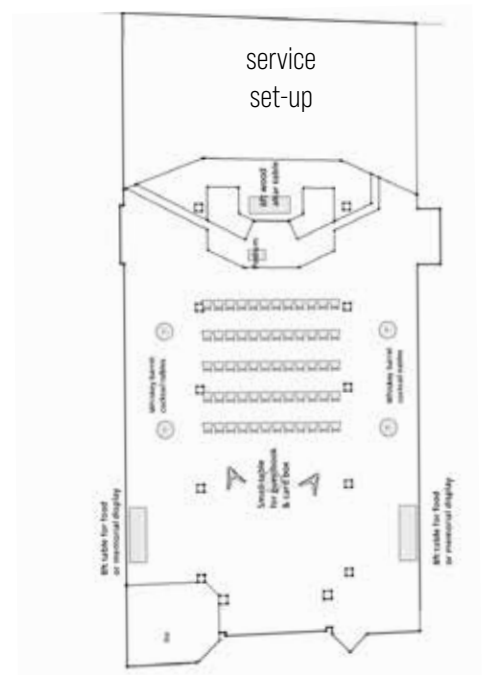
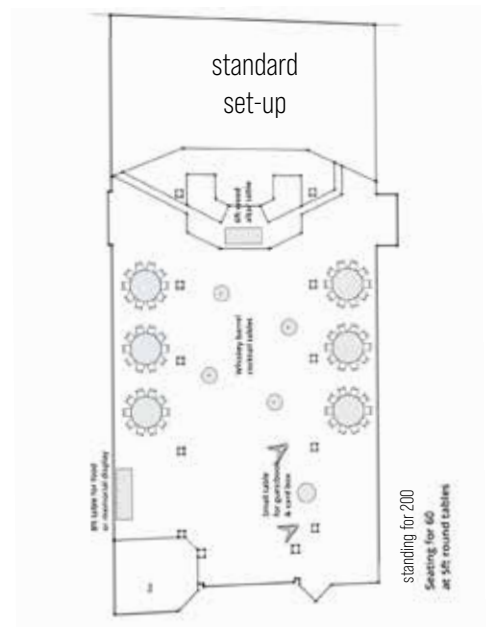
CELEBRATIONS FOR MODERN FAMILIES

Choose from our two convenient packages

PACKAGES	basic	grace
choice room layout for 60 (standard or service)	X	X
hours included in rental fee	3	6
memorial + guestbook tables	X	X
tables & chairs	X	X
whiskey barrel cocktail tables	X	X
house table linens	X	X
event attendant	X	X
bartender	X	X
self-serve water station	X	X
private outdoor terrace seating (seasonal)	X	X
self-serve coffee station		X
simple and elegant table decor & easel package		X
one Light & Simple Snack Spread for 60		X
A/V equipment		X
RATES	\$1,500	\$1,850

Add-On

Light & Simple snack spread for 60 guests -----	\$400
Additional hours -----	\$150 ea
Additional tables (complete with house linens & 10 chairs)	\$20
Additional chairs -----	\$2
Additional table decor -----	\$4 per table
floor length polyester linens -----	\$12 ea



THE DETAILS

LIGHT & SIMPLE SNACK SPREAD

INCLUDES:

Veggies & Dip Tray

Variety Cheese Tray + Crackers

Fruit Tray

Cookie Tray (4 flavors plus complimentary mini cookies)

Petite Cold Sandwiches

Includes: appetizer plates, cocktail napkins, club/toothpicks, serving utensils, serving trays/baskets

Food beautifully displayed & ready upon arrival

*No substitutions please. One snack pack feeds approximately 60 guests, Multiple spreads may be ordered.

beverage service details - 2 options available for bar service. Option 1: Host a custom bar package (you pay per drink ^{or} create a bar package that reflects your family's favorites) Option 2: Simply offer a cash bar for guests to pay for their own beverages. Bar service must be requested at time of booking to allow for proper staffing. 20% gratuity applies to host packages.

food and snack details - The Light & Simple Snack Spread is another way we've built in convenience for you. These crowd favorites give your guests something simple, yet satisfying, to snack on while visiting. It's super convenient for you because everything is plated and ready upon arrival. You may also provide your own snacks or hire a caterer to provide a meal or other selections.

event attendees - are provided to handle the following: help guest where needed, set up the venue with tables and chairs according to agreed upon layout, assist vendors and caterers with load in/out instructions, assist catering staff, keep venue and restrooms tidy, clean up at close of the event.



All events are based on availability. Please inquire about your desired date. Sepia carries a class B liquor license, and by law, must be the exclusive provider of all alcoholic beverages served on premise. No carry-ins please. All Friday and Saturdays, holidays, and holiday weekends are billed 1.5 rate. Rates shown are valid for Life Celebrations only. Active & retired military receive 5% discount on room fee. Doors are open 30 minutes prior to scheduled arrival time and close 30 minutes after.

SEPIA'S BLEND OF HISTORIC CHARM, SIMPLE BEAUTY, & INTIMATE ATMOSPHERE, MAKE IT THE PERFECT SPACE FOR YOUR FAMILY TO EXHALE, SHARE STORIES, & CELEBRATE THE LIFE OF YOUR LOVED ONE

Booking is easy

1. MESSAGE SEPIA & LET US KNOW YOU'D LIKE TO BOOK
2. UPON NOTIFICATION - A SHORT QUESTIONNAIRE IS SENT TO YOU BY EMAIL
3. COMPLETE & RETURN THE QUESTIONNAIRE - A CONTRACT IS GENERATED BASED ON THESE ANSWERS.
4. READ OVER THE CONTRACT - IF EVERYTHING LOOKS GOOD - E-SIGN IT AND MAKE YOUR 50% NON-REFUNDABLE DEPOSIT ELECTRONICALLY OR MAIL A CHECK. YOUR DATE IS NOT SECURE UNTIL SEPIA RECEIVES BOTH THE CONTRACT AND PAYMENT.
5. A CONFIRMATION EMAIL IS SENT TO YOU WHEN YOU'RE OFFICIALLY BOOKED! YOU'LL HEAR FROM US A FEW DAYS AFTER BOOKING TO START PLANNING WITH US!

SEPIA [see-pea-uh]

«black & white photographs have a romantic quality, but Sepia Tone Photographs feel more alive & elegant; oftentimes provoking images of a bygone era. an era that was more simplistic and focused on finding the beauty in everything».

~AUTHOR UNKNOWN

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