



## **FLORIDA LOVES WEDDINGS & EVENTS**

*Exclusive Event Properties On Florida's West Coast*

### **PRIVATE HOME SPECIAL EVENT PACKAGE**

Hosting a celebration at a private home offers a unique opportunity for personalization and privacy. Because such venues are primary residences and not commercial event facilities, **Catering By Robert / Event Concepts . FL** provides an all-inclusive Private Home Special Event Package that addresses the logistical requirements of such locations.

Our basic package includes all tables, chairs, their set-up, and delivery, along with a basic open bar service (you furnish the alcohol), and a fully customizable multi-entrée dinner buffet. We even include a selection of ceremony structures and aisle décor. Such items as chair covers, floor length linens, accent fabrics, and up to 15 different guest table centerpieces are also a part of this package.

It is our goal to make your private residence event as seamless as one held at a high end hotel, banquet facility, or resort . . .  
with our guarantee for a higher level of personalized service.

### **Inclusive Services, Décor, Cuisine, Beverages**

#### **COMPLIMENTARY EVENT PLANNING SERVICES**

We offer expert advice, no matter the distance. This includes all vendor contacts and coordination. From the day you reserve our services, we are there for you 24/7 with advice, direction, and new ideas. We handle all rental and vendor services. We will be glad to work with your selected Planner, but request that they be present for all planning, décor, and final detail meetings.

#### **KEEPING IN TOUCH WITH YOU**

We stay in touch with our clients via a weekly emailed newsletter, *Wake Up Call* with profiles of past events, planning tips, and notices of upcoming food tasting opportunities. We offer quarterly, client only, open houses or private showings where you can taste a variety of foods and see your actual décor before your event.

#### **CLIENT MEETINGS**

Because our locations are private residences that are consistently rented out or occupied by owners, we may not be able to have direct access to the property. Every effort will be made to make remote site visits for logistical purposes before your event.

**Catering By Robert & Event Concepts-Florida**  
**(813) 960-7092 / EMAIL: [cateringbyrobert@aol.com](mailto:cateringbyrobert@aol.com)**

[www.cateringbyroberttampa.com](http://www.cateringbyroberttampa.com)



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### **CONCIERGE SERVICES**

Need suggestions for hotel rooms for guests not staying at the event site? Want ideas for local activities during your event? Need to know how much alcohol to purchase for your event?

We are here to help in any way we can.

### **BASIC EVENT TIME**

Five Hours of Event Time that includes ceremony, social hour and main reception, if all are held on site. You are not charged for set up or breakdown time. Additional event time may be purchased.

### **EVENT DESIGNER**

Services of an Event Designer who will assist you in selecting your décor options either within our packages or BEYOND with custom upgrades, such as chiavari chairs, luxurious fabrics . . . fresh floral centerpieces . . . Specially-designed canopies, structures

### **EVENT LOGISTICS**

From valet parking, shuttle services, tent placement, scheduling and placement, we address every aspect of your event.

### **CEREMONY INCLUSIONS**

#### **Arbor, Gazebo, or Chuppah**

Decorated with flowing fabrics in wedding colors and custom silk flower accents. Includes a small table for unity candles or sand ceremony.

#### **Walk-way Aisle**

Lined with a choice of three options:

Black wrought iron hooks with hanging starfish or black lanterns; Silver or Black Candelabra Stands with Pillar Candle or Shepherd's Hooks with hanging lanterns or containers for your fresh flowers.

#### **Placement of Covered Ceremony Chairs**

(later used for reception).

#### **Full On-Site Logistics Planning**

Includes layout design that addresses your vision while protecting the integrity of the venue.



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### RECEPTION INCLUSIONS

#### Guest Seating

Folding **Chairs w/ chair covers included**,  
Includes moving guest chairs from ceremony area  
to reception setting

Option to upgrade to white, black, bamboo,  
natural, or dark wood/resin chairs OR other specialty  
chairs such as chiavari.

**Guest Tables with** choice of round or rectangular

#### Service Tables:

Bar, Gift Table, DJ table, Bar, Cake Table and  
Buffet/Food Station Tables. – all with floor length  
linens.

#### Guest Table Centerpieces

(15 styles to choose from)

#### Votive Candles holders

#### Crystal Champagne Glasses & Water Goblets

#### Upgraded China and Flatware

#### Floor Length Guest Table Linen

In choice of neutral or black

#### Neutral Chair Covers & Ties

**Floor length linen table coverings/skirting**  
for all auxiliary tables such as dj, entry,  
cake, place card, buffet, bar, gift, and head.

#### Color-coordinated Linen Napkins

#### Color Coordinated Accents

Accent Fabrics to decorate Buffets, Cake,  
and Head Tables

#### Customized & Themed Room Styling

#### Custom Silk Floral

Color Coordinated or Themed  
Centerpieces for entry table, buffets, etc

#### Themed Decorating

Food display tables and stations

#### Accent Lighting

Illuminates Food, cake, and Focal Points



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### **Creating A Successful Event**

**On-site food preparation** via inside home kitchen, auxiliary room/garage, or outdoor cooking stations

**Social Hour Hors d'oeuvres**  
**Custom Three Entrée Dinner Buffet**  
(See sample menu on last page)

**Professionally attired service personnel**

**Chefs in traditional white or black attire**

**Banquet Captain** that handles all service staffing

#### **On-Site Event Coordinator**

To oversee all aspects of the reception: monitoring vendors, deliveries, set-up, valet, guest services, etc. This person will be your "eyes" and your "ears" the day of your wedding to make sure all of your ideas and decisions are put into action.

#### **Beverage Services**

**FOUR HOUR OPEN BAR SERVICE** Includes bartender(s) with soft drinks, mixers, ice, cups, garnishes, bartenders, and liquor liability insurance. **You furnish the champagne, beer, wine, and hard liquor.** We will assist in quantities to buy. UNLIMITED SOFT DRINKS if no alcohol being served.

**Iced Tea, Ice Water served to guests at their tables.**

**Coffee Station after Meal.**

**\$4280 up to 50 guests**

**Each Additional Guest is \$59.95 pp**

**PLEASE ADD 7% tax and 22% gratuity to the above**

**ADDITIONAL MENUS AVAILABLE FOR SIT DOWN, COCKTAIL STATIONS, AI FRESCO FLORIDA, FAMILY STYLE.**

Does not include any event or overnight fees charged by individual vacation rental properties.



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### *The Dubloon*

Signature Displayed Cheese and Tropical Fruit Presentation for your social hour

#### **Salad Station with choice of:**

Signature Caesar Salad Or Fresh Garden, Mixed Baby Greens  
With Honey Mustard or Raspberry Vinaigrette dressing.

#### **Fresh Bread Display**

#### **Choice of Vegetable**

Honey Glazed Carrots, Green Bean Almandine,  
Corn with Pimentos, Black Beans with onion

#### **Choice of Rice:**

Pilaf, Red Beans w/ Rice, Yellow Rice, Cajun Dirty Rice, Wild Rice  
or Second Vegetable

#### **Choice of a Potato**

Roasted New Potatoes, Whipped Potatoes,  
Garlicky Mashed  
or Second vegetable

#### **Boneless, Skinless Chicken Entrée**

*Select One*

Brochettes with Cajun or Teriyaki Glaze, Citrus Chicken, Lemon Tarragon Chicken,  
Citrus Chicken, Tequila Chicken, or Chicken Parmesan

#### **Fresh Penne Pasta**

*Select One*

Pasta Carbonara, Tomato Basil,  
Parma Rosa Pasta, Baked Ziti, Shells with Pesto Cream Sauce or Southwest Cream Sauce  
*Key West Newberg over Pasta Shells . . . add \$1.75 per person*  
*Add \$2.25 per person for Fettuccine Alfredo*  
*Add \$3.25 per person for Seafood Alfredo*

#### **Carving Station**

*Select One*

Honey Glazed Ham  
Herb Crusted Pork Tenderloin  
Mojo Pork Tenderloin  
Roast Baron of Beef

PLEASE INQUIRE ABOUT OTHER MENUS THAT FURTHER CUSTOMIZE YOUR EVENT!