

1716
CONCORD'S
COLONIAL
Inn

WEDDING PACKAGES



Your History Begins with Us.

CONTACT US TODAY TO BEGIN PLANNING YOUR SPECIAL DAY!

Event & Group Planning: (978) 341-8201 • 1-800-370-9200

Email: sales@concordscolonialinn.com

48 Monument Square, Concord, MA 01742

Restaurant: (978) 369-2373 • Hotel: (978) 369-9200

www.concordscolonialinn.com



History of Concord's Colonial Inn

Centered in the heart of Concord's Monument Square since 1716, Concord's Colonial Inn has been a vital part of historic Concord and delights visitors with its authentic charm and warm hospitality. The Inn, played an integral role in America's Revolutionary War. It was from here the militiamen mustered to meet the British troops at the North Bridge nearby, which was pivotal in securing America's independence.

Concord was later the epicenter of philosophy and home to Legendary Authors like Ralph Waldo Emerson, Henry David Thoreau, Nathaniel Hawthorne, Bronson Alcott, and his daughter Louisa May Alcott, all of whom lived and wrote in Concord, and visited the Inn often. The spirit of the past is vibrantly alive at Concord's Colonial Inn and in the heart of Concord.

The Inns distinguished history attracts visitors from all over the world for business & pleasure. It is a favorite gathering place for all occasions. Join us for breakfast, lunch, dinner or Sunday brunch! Live entertainment in our Tavern, patio dining, private events, and 56 guest rooms & suites with modern day amenities. Open 24 hours a day, 7 days a week. Experience history at Concord's Colonial Inn.

We are always here to be your "home away from home".





WEDDING PACKAGES

The Hawthorne Wedding Package

The Louisa May Buffet Wedding Package

The Monument Square Brunch Wedding Package



All Packages Include:

A Five-Hour Celebration

Champagne Toast enhanced with Fruit

Dance Floor

White Table Linens & Choice of House Colored Napkins

Wedding Tasting for Two

Overnight Accommodations for the Newlywed Couple with Breakfast for Two

Guest Room Blocks for your Guests (*based on availability*)

Complimentary Private Room for any Additional Events

Showers, Rehearsal Dinners, Welcome Reception & Post Wedding Breakfasts/Brunch



Hawthorne Wedding Package

*Three Course Plated Dinner
Beginning at \$69 per person*

COLONIAL HORS D'OEUVRES COLLECTION

*Choice of One Stationary & Four Passed Hors d'Oeuvres
(See menu)*

THREE COURSE PLATED DINNER MENU

BAKERY BASKET

House Made Corn Bread & Warm Dinner Rolls

APPETIZER

(Optional 4th Course, Additional \$5)

New England Clam Chowder

Butternut Squash Bisque

Lemon Chicken Orzo

Gazpacho

Lobster Bisque

Fresh Fruit Cup with Sorbet

Crab Cakes +\$2

GARDEN FRESH SALAD

(Select One Salad)

Caesar Salad

Romaine, Shaved Parmesan,

House-made Croutons, Creamy Caesar Dressing

Farmer's Salad

Mixed Greens, Cherry Tomatoes, Cucumbers & Carrots, Shallot Vinaigrette

Cobb Salad

Romaine, Avocado, Bacon, Blue Cheese, Egg, Corn & Tomato

Waldorf Salad

Field Greens, Apples, Walnuts, Celery, Cranberry Cheese & Grapes

INTERMEZZO

(Additional \$3)

A light refreshing palate cleanser to stimulate the appetite.

Raspberry or Lemon Sorbet

PLATED ENTREES

(Select Two Entrees)

Add a 3rd Entrée for an Additional \$2 per person



POULTRY

Chicken Piccata
Lemon Caper Butter Sauce & Diced Tomatoes

Grilled Chicken Marsala
Prosciutto and Mushroom Demi Glaze

Baked Stuffed Chicken
with Cranberry-Cornbread Stuffing

Chicken Cordon Bleu
Mushroom Demi Glaze

BEEF & PORK

8 oz. Filet Mignon +\$5
Mushroom Demi-Glaze

Yankee Pot Roast
Roasted Carrots & Cippolini Onions

Marinated Bistro Steak
*with your choice of Shallot Butter,
Red Wine & Mushroom Demi or
Caramelized Onions & Peppers*

SURF & TURF

Petit Filet & Baked Stuffed Shrimp +\$12
Sauce Au Poivre

Petit Filet & Seared Sea Scallops +\$12
Herbed Butter, Demi-Glaze

SEAFOOD

Ritz Cracker Crusted Cod
Citrus Beurre Blanc

Atlantic Salmon
with Herb Butter Sauce

Grilled Center-Cut Swordfish +\$3
Artichoke Tomato Ragout

VEGETARIAN / PASTA

Sundried Tomato & Ricotta Ravioli
*Marinara, Pesto Cream Sauce or
Sundried Tomato-Madeira Cream Sauce*

Spinach and Cheese Ravioli
Marinara Sauce, Shaved Parmesan Cheese

Asparagus Risotto
Roasted Peppers, Asparagus, Truffle Oil

Truffle Risotto
Roasted Peppers, Shaved Parmesan Cheese, Truffle Oil

Portobello Caprese Tower V gf
*Fresh Mozzarella, Roasted Vegetables
and Sweet Balsamic Reduction*

Stir Fried Vegetables with Fried Tofu V gf

ACCOMPANIMENTS (Select Two Sides)

STARCH

Rice Pilaf
Roasted Garlic Herb Potato
Mashed Potatoes
Garlic Mashed Potatoes
Truffle Mashed Potatoes
Wild Mushroom OR Cranberry Risotto

VEGETABLE

Vegetable Medley with Lemon Butter
Green Beans, Caramelized Onions
Honey Glazed Carrots
Roasted Brussels Sprouts, Maple-Balsamic Drizzle
Fresh Asparagus (Seasonal)
Steamed Broccoli

DESSERT (Additional \$6 per person)

YOUR WEDDING CAKE

Traditional Flavor & Design, Sliced & Served with your choice of Chocolate or Strawberry Drizzle
Served with Vanilla Ice Cream (Additional \$2)

We Partner with Concord Tea Cakes to Create your Wedding Cake. Delivery Fee Included.
Specialty Flavors, Fondant and Intricate Design Work will have an Upcharge.

BEVERAGES

Regular & Decaffeinated Coffee and Assorted Teas

A 7% Massachusetts Meal Tax, an 18% Service Charge and a 6% taxable administrative fee will be added to the above prices.

48 MONUMENT SQUARE | CONCORD, MA 01742 | 978.341.8201 | CONCORDSCOLONIALINN.COM



Louisa May Buffet Wedding Package

*Three Course Dinner Buffet
Beginning at \$69 per person*

DINNER BUFFET MENU

COLONIAL HORS D'OEUVRES COLLECTION

*Choice of One Stationary & Four Passed Hors d'Oeuvres
(See menu)*

BAKERY BASKET

House Made Corn Bread & Warm Dinner Rolls

SERVED SOUP or SALAD

(Choose one, add both for an additional \$5)

SOUP

New England Clam Chowder

Butternut Squash Bisque

Lemon Chicken Orzo

Lobster Bisque +\$2

Gazpacho

SALAD

Caesar Salad

*Romaine, Shaved Parmesan,
House-made Croutons, Creamy Caesar Dressing*

Farmer's Salad

Mixed Greens, Cherry Tomatoes, Cucumbers & Carrots, Shallot Vinaigrette

Caprese Salad

*Heirloom Tomatoes, Field Greens, Fresh Mozzarella,
Red Onion, Pesto Oil, Balsamic Vinaigrette*

Cobb Salad

Romaine, Avocado, Bacon, Blue Cheese, Egg, Corn & Tomato

Waldorf Salad

Field Greens, Apples, Walnuts, Celery, Cranberry Cheese & Grapes

Wedge Salad

Iceberg Wedge Salad, Bacon, Bleu Cheese Crumbles, Tomato & Bleu Cheese Dressing

ENTREES

Choose two, add a 3rd entrée for an additional \$4

Chicken Cordon Bleu, Mushroom Demi Glaze
Chicken Piccata, Capers, Lemon, Tomato Butter Sauce
Yankee Pot Roast with Cipollini Onions & Carrots
Marinated Brandt Bistro Steak, Caramelized Onions and Peppers OR Mushroom Bordelaise
Ritz Crusted Cod, Citrus Beurre Blanc
Atlantic Salmon, *with Herb Butter Sauce*
Grilled Swordfish, Tuscan capers, tomatoes, olives
Mushroom OR Spinach Ravioli,
Marinara Sauce OR Sundried Tomato Madeira Sauce, Parmesan Cheese
Stuffed Portobello Mushroom, with Tomato & Mozzarella Cheese
Truffle Risotto with Asparagus & Red Peppers

Carving Station Upgrade

\$100 Carving Station Fee (50 person minimum)

Prime Rib with Horseradish Sour Cream and Au Jus \$11 per person
Turkey Breast with Pan Gravy and Cranberry Relish \$8 per person
Honey Glazed Baked Ham \$8 per person

ACCOMPANIMENTS *(Select Two Sides)*

STARCH

Rice Pilaf
Roasted Garlic Herb Potato
Mashed Potatoes
Garlic Mashed Potatoes
Truffle Mashed Potatoes
Wild Mushroom OR Cranberry Risotto

VEGETABLE

Vegetable Medley with Lemon Butter
Green Beans, Caramelized Onions
Honey Glazed Carrots
Roasted Brussels Sprouts, Maple-Balsamic Drizzle
Fresh Asparagus (Seasonal)
Steamed Broccoli

DESSERT *(Additional \$6 per person)*

YOUR WEDDING CAKE

Traditional Flavor & Design

Sliced & Served with your choice of Chocolate or Strawberry Drizzle

Served with Vanilla Ice Cream *(Additional \$2)*

We Partner with Concord Tea Cakes to Create your Wedding Cake. Delivery Fee Included.
Specialty Flavors, Fondant and Intricate Design Work will have an Upcharge.

BEVERAGES

Regular & Decaffeinated Coffee and Assorted Teas

A 7% Massachusetts Meal Tax, an 18% Service Charge and a 6% taxable administrative fee will be added to the above prices.



COLONIAL HORS D'OEUVRES PACKAGE

*Included in the Hawthorne and Louisa May Wedding Packages.
Choice of One Stationary & Four Passed Hors d'Oeuvres*

Stationary Hors d'oeuvres

Baked Brie en Croûte

Served with Baguettes and Garnished with Seasonal Fruit

Vegetable Crudité Platter

Assortment of Fresh Chilled Seasonal Vegetables
Herb Ranch & Blue Cheese Dipping Sauces

Fresh Fruit, Melon & Berries

Honeydew, Cantaloupe, Pineapple, Grapes and Watermelon
Garnished with Seasonal Berries, Yogurt Dipping Sauce

International & Domestic Cheese Platter

Cheddar, Pepper Jack, Blue, Munster and Cranberry Wensleydale
Served with Assorted Crackers & Garnished with Seasonal Fruit & Berries

Spanish Tapas

House-Made Guacamole and Fresh Salsa, Served with Tortilla Chips

Mediterranean Tapas

Hummus and Olive Medley, Served with Pita Chips

Antipasto + \$3

Italian Cured Meats, Marinated Mushrooms & Artichokes, Roasted Peppers and Olives,
Grilled Vegetables, Marinated Fresh Mozzarella and Crostini

Butler Passed Hors d'oeuvres

COLD

Bruschetta, Tomato, Basil, Parmesan, EVOO, Saba*
Black Olive Tapenade Crostini, Parmesan Cheese, Basil Oil*
Fresh Mozzarella, Tomato, Basil Skewer, EVOO, Balsamic Glaze*
Asparagus Wrapped with Prosciutto, Sweet Balsamic Drizzled
Ahi Tuna Wontons, Seaweed Salad, Pickle Ginger, Sesame Soy Sauce +\$1
Herb Crusted Beef Tenderloin, Crouton, Horseradish Crème, Pickled Red Onion +\$1
Lobster Salad Crostini, Lemon Aioli +\$2

HOT

Goat Cheese & Leek Stuffed Mushroom*
Artichoke Beignet, Tomato Aioli*
Vegetable Spring Roll, Soy Orange Dipping Sauce*
Mini Chicken Quesadillas, Tomato Salsa
Buffalo Chicken Bites, Blue Cheese Dressing
Scandinavian Meat Balls
Coconut Shrimp, Sweet Chili Dipping Sauce
Petit Crab Cakes, Old Bay Tartar Sauce
Mini Beef Wellington, Creamy Horseradish Sauce +\$1
Bacon Wrapped Scallops +\$1

* Vegetarian Options



Monument Square Brunch Wedding Package

*Beginning at \$44.95 per person
Minimum of 50 guests*

BRUNCH BUFFET MENU

STARTERS

Seasonal Fresh Fruit, Yogurt and Granola
House Made Corn Bread & Assorted Muffins

BREAKFAST ITEMS

Scrambled Eggs
Bacon & Sausage Links
Colonial Inn Crispy Potatoes

BREAKFAST ENTREE *(Choice of One)*

Quiche Florentine
with Spinach, Tomatoes & Cheese

Quiche Lorraine
with Ham & Swiss Cheese

Quiche Au Gratin
with Broccoli and Cheddar Cheese

Egg Frittata
with Bell Peppers, Onions, Tomatoes and Cheese

SALADS *(Choice of One)*

(Choice of Two - Add an additional \$2 per person)

Caesar Salad

*Romaine, Shaved Parmesan, House-made Croutons
with Creamy Caesar Dressing*

Farmer's Salad

*Mixed Greens, Cherry Tomatoes, Cucumbers, Carrots
with Shallot Vinaigrette*

Tomato & Mozzarella Salad

with Microgreens, Drizzled with Balsamic Vinaigrette

Spinach Salad with Cranberries

Goat cheese, Walnuts & Balsamic Vinaigrette

LUNCHEON ENTRÉES *(Choice of Two)*

(Choice of Three – Add an additional \$3 per person)

Chicken Florentine
*Spinach and Mushrooms, Creamy White Sauce
with Garlic, and Parmesan Cheese*

Chicken Piccata
*Lemon Butter Sauce
with Capers and Diced Tomatoes*

Chicken Marsala
Prosciutto and Mushroom Demi Glaze

Atlantic Salmon

Herb Butter Sauce

Ritz Cracker Crusted Cod

with Citrus Beurre Blanc

Ravioli *(Choice of Ravioli & Sauce)*

Served with Shaved Parmesan Cheese

RAVIOLI CHOICES: Ricotta, Spinach & Cheese,

Sundried Tomato & Ricotta, or Mushroom

SAUCE CHOICES: House Marinara, Pesto Cream Sauce

Sundried Tomato-Madeira Cream Sauce, or Cream Sauce

* Dietary Restricted Entrees Available Upon

DESSERT

(Additional \$6 per person)

YOUR WEDDING CAKE

Traditional Flavor & Design

Sliced & Served with your choice of Chocolate or Strawberry Drizzle

Served with Vanilla Ice Cream *(Additional \$2)*

We Partner with Concord Tea Cakes to Create your Wedding Cake. Delivery Fee Included.

Specialty Flavors, Fondant and Intricate Design Work will have an Upcharge.

BEVERAGES

Chilled Fruit Juices

Regular & Decaffeinated Coffee, and Assorted Hot Teas

Brunch Station Upgrades

Belgian Waffle Station* \$5 Per Person

Whipped Cream, Maple Syrup, Butter & Fresh Strawberry Compote

Omelet Station* \$5 Per Person *(50 person minimum)*

Selection of Onions, Mushrooms, Peppers, Spinach, Cheese, Ham, Bacon & Tomatoes

Smoked Salmon Display \$7 per person

Cream Cheese, Onions, Eggs & Capers

Carving Station Upgrade* *(50 person minimum)*

Prime Rib with Horseradish Sour Cream and Au Jus \$11 per person

Turkey Breast with Pan Gravy and Cranberry Relish \$8 per person

Honey Glazed Baked Ham \$8 per person

**\$100 Chef Attendant Station Fee (one attendant per 75 people)*

SPECIALTY BRUNCH BEVERAGES

Served by the Gallon in glass carafes, 18-20 Glasses Each Order

Mimosa \$90

Upgrade to Build your own Station \$50/per 50 guests

Includes Orange Juice, Cranberry Juice & Pomegranate Juice

with assorted fruits included strawberries, blueberries, raspberries & oranges

Bloody Mary \$100

Includes lemons, limes, olives, horseradish, Worcestershire, bacon, celery, cucumbers, asparagus, cheese & salami skewers, peppers, assorted hot sauces

Red or White Sangria \$100

Ask about our seasonal special!

A 7% Massachusetts Meal Tax, an 18% Service Charge and a 6% taxable administrative fee will be added to the above prices.

48 MONUMENT SQUARE | CONCORD, MA 01742 | 978.341.8201 | CONCORDSCOLONIALINN.COM

BAR & BEVERAGE MENU

Cocktail Service

- Cocktail & beverage service is provided at no additional charge for less than (15) guests.
- A Designated Cocktail Server is recommended for events with more than (15) guests, \$30 Fee

Private Event Bar (\$50 Set-Up Fee)

Recommended for events with over (20) guests.

Fee will be waived if \$300.00 in beverage revenue is Generated excluding all taxes and fees.

Hosted Bar Options, Billed on Consumption

- **Full Bar**, based on a pre-determined length of time
- **Limited Bar**, your choice of beverage(s), Wines, beers, and/or cocktails, to offer guests. Based on a pre-determined length of time.
- **Table-Side Wine Service with Dinner**
Your choice of red & white wine, butlered to your guests during dinner. One bottle yields about five glasses. You will only be billed for wine bottles opened. See Banquet Wine Menu for selections.

Alcoholic Beverages

Mixed Drinks/Cordials \$8-\$12

Martinis \$11-\$13

Gourmet Hot Chocolate Bar \$5.50 each

Served with Miniature Marshmallows,

Chocolate Curls & House-Made Whipped Cream

Specialty Beverage Stations

Specialty stations are priced per gallon, each serves 18-20 glasses

Fruit Punch (Non-Alcoholic) \$40

Hot Mulled Cider (Non-Alcoholic) \$40

Hot Mulled Cider (With Alcohol) \$85

Egg Nog (Non-Alcoholic) \$40

Rum Spiked Egg Nog \$75

Bellini (Strawberry or Peach) \$80

Mimosa \$90

Bloody Mary \$100

Sangria (White or Red) \$100

Kir Royal \$100

Pitchers of Non-Alcoholic Beverages

\$12 per pitcher (*One Pitcher Serves 6 people*)

- *Iced Tea*
- *Lemonade*
- *Fountain Soft Drinks*

Bottled Soft Drinks \$3 each

Pepsi, Diet Pepsi, Sierra Mist, Iced Tea, Lemonade

Bottled Water

Small 12oz / \$3 each ~ Large 28oz / \$6 each

BOTTLED BEER SELECTIONS

Seasonal selections available, please ask your catering manager about the current selections.

Amstel Light \$6

Coors Light \$5.50

Corona \$5.50

Downeast Cider (GF) \$6.50

Ghostfish Vanishing Point Pale Ale (GF) \$6.50

Heineken \$6

Miller Lite \$5.50

Sam Adams Lager \$7

Stone Delicious IPA (GF) \$7

Wachusett Blueberry \$7

Night Shift Brewing Rotating IPA \$7.50

Wormtown Rocket \$7.50

American Pale Ale \$7.50

A 7% Massachusetts Meal Tax, an 18% Service Charge and a 6% taxable administrative fee will be added to food and beverages prices. Pricing is per person unless otherwise noted, and menu subject to change. 9.2019

SPARKLING WINE SELECTIONS

	<i>Glass</i>	<i>Bottle</i>
PROSECCO <i>La Marca / Veneto, Italy</i>	10	38
MOSCATO DI ASTI <i>Mia Dolcea / Piedmonte, Italy</i>	10	38
CHAMPAGNE <i>Veuve Clicquot / Champagne, France</i>		75

WHITE WINE SELECTIONS

	<i>Glass</i>	<i>Bottle</i>
PINOT GRIGIO <i>Santa Marina / Provincia di Pavia, Italy</i>	10	38
PINOT GRIGIO <i>Maso Canali / Trentino, Italy</i>	12	46
SAUVIGNON BLANC <i>Chateau Souverain / California</i>	10	38
SAUVIGNON BLANC <i>Whitehaven / Marlborough, New Zealand</i>	12	46
SANCERRE <i>Domaine Fouassier / Loire Valley, France</i>	15	58
RIESLING <i>Pacific Rim / Washington</i>	10	38
CHARDONNAY <i>William Hill / Central Coast, California</i>	11	42
CHARDONNAY <i>Frei Brothers / Russian River Valley, California</i>	13	50
CHARDONNAY <i>Chalone / Central Coast, California</i>		50

PINK WINE SELECTIONS

ROSE <i>Fleur De Mer / Provence, France</i>	12	46
BRUT ROSE <i>Amelia / Bordeaux, France</i>	15	58

RED WINE SELECTIONS

	<i>Glass</i>	<i>Bottle</i>
PINOT NOIR <i>Bridlewood / California</i>	11	42
PINOT NOIR <i>Talbott "Kali Hart" / Monterey, California</i>	14	54
PINOT NOIR <i>Left Coast Cellars / Oregon</i>		60
MERLOT <i>Cannonball / Sonoma, California</i>	10	38
SUPER TUSCAN <i>Brancaia "Tre" / Tuscany, Italy</i>	13	50
MALBEC <i>Gascon / Mendoza, Argentina</i>	11	42
RED BLEND <i>Ferrari-Carano "Siena" / Sonoma, Washington</i>	13	50
RED BLEND <i>Orin Swift "Abstract" / California</i>		65
CABERNET SAUVIGNON <i>Storypoint / California</i>	10	38
CABERNET SAUVIGNON <i>Louis Martini / Sonoma County, California</i>	13	50
CABERNET SAUVIGNON <i>Alexander Valley / Alexander Valley, California</i>	15	58
CABERNET SAUVIGNON <i>Jordan / Alexander Valley, California</i>		90

Revised 8/2019



General Information

WEDDING RECEPTION LOCATIONS

Merchants' Row Dining Room, including the Middlesex and Alcott Rooms

- Accommodates up to 80 guests with a dance floor, and up to 120 guests with extended seating in the Middlesex Room. The Alcott Room can be used for a dinner buffet, satellite bar, or additional guest seating.
- Guest minimums are as follows: 50 guests for a Friday night, Saturday daytime, Sunday night or Mid-Week Wedding, and 65 guests on a Saturday Night.
- Private rooms can be reserved up to (5) hours, reception times may be extended for an additional fee of \$250 per (30) minutes.
- Restrictions may apply for guest counts, facility fees & packages on holiday weekends.
- There are two reception times on a Saturday; a daytime wedding up to 4:00 PM and an evening wedding beginning at 6:00 PM. Friday nights have a flexible start time. Sunday Weddings begin at 5:00 PM or later, due to our Sunday Brunch.

Heritage Room

- Accommodates up to 50 guests with a dance floor.
- There is a 30 guest minimum on Friday, Saturday daytime, or Sunday, and a 45 guest minimum on Saturday night.
- This private room is reserved up to (4) hours, reception times may be extended for an additional fee of \$125 per (30) minutes.

OVERNIGHT ACCOMMODATIONS

Concord's Colonial Inn has 48 overnight guest rooms and a guest house, making it an ideal weekend getaway for your family & friends.

Our ***Historic Inn*** offers 16 guest rooms with a king or queen bed, and a King Suite.

The ***Prescott Wing***, offers 32 total guest rooms: 26 with a queen bed; 1 with a king bed; 3 rooms with two double beds; and two suites with a queen bed, kitchenette and sleep sofa.

The Cottage, located behind the Inn, is a two-story guest house separate from the Inn. You can reserve the full house or one level. Each floor offers a full kitchen, two bedrooms and full bathroom. The first floor includes a screened in porch, which is great for socializing.

WEEKEND RETREAT AT THE INN

Concord's Colonial Inn is your home away from home. You and your guests can enjoy each other's company and mingle in many quaint places throughout our Inn.

- Merchants' Row Dining room offers full breakfast, lunch & dinner and is located in the back of our Inn. Guests are welcome to make reservations for this dining room.
- Liberty Dining Room located in the front of our Inn. Walk in any time – no reservations necessary.
- Unwind with family and friends in the Village Forge Tavern, our secret haven in the back corner of the Inn. Enjoy Tuesday night Trivia, and live entertainment Wednesday through Saturday nights!
- The Tap Room welcomes your guests to hang out with a drink, burger, or laptop.
- Our parlors are a common area for you to relax amongst guests.
- The Front Porch, overlooking Monument Square, is open April through October for lunch & dinner, weather permitting.
- Concord's Colonial Inn is within walking distance of many unique shops and historical locations.

48 MONUMENT SQUARE | CONCORD, MA 01742 | 978.341.8201 | CONCORDSCOLONIALINN.COM

WEDDING GUEST ROOM RESERVATIONS / BLOCK OF ROOMS

To ensure availability, we recommend that guests reserve this block upon signing their wedding contract. All Group Room Block Agreements will have a release date 42-60 days before the wedding date. On the release date, all unreserved rooms in the block will be transferred to open inventory with no penalty to the couple. We recommend including your group room block information with your *Save the Date* notices or *contact your guests in advance* to make them aware of this release date, as it may occur before you send your invitations.

DEPOSITS & PAYMENTS

- All deposits and payments are payable by cash, credit card, personal or certified bank check. We do not accept personal checks for final payment.
- There is an initial, non-refundable deposit of \$1,500-\$2,500 (*based on the date*) to reserve Merchant's Row, and \$500 to reserve the Heritage Room. This deposit is due one to two weeks from the date you reserve your wedding.
- Merchants' Row Weddings will have an additional payment, equal to 50% of the estimated balance, due six months prior to your wedding day.
- Your guaranteed guest count of attendance, including a split entrée count if applicable, is due 11 business days prior to your wedding day.
- Your final payment is due (7) business days prior to your wedding day.
- Any charges billed on consumption or estimated will be payable at departure on the day of your wedding and charged to the credit card on file.

CANCELLATION POLICY

All deposits are non-refundable. All cancellation notices must be in writing and are effective on the date of receipt by Concord's Colonial Inn. Cancellations received six months or less from the date of the wedding will be charged the minimum guaranteed amount on all food and beverage contracted, in addition to any facility fees and lost revenues to Concord's Colonial Inn.

LIABILITY & DAMAGE

Concord's Colonial Inn reserves the right to inspect and control all private functions, and will not be liable for any damages to or loss of equipment, merchandise or articles left in the Hotel prior to, during, or following events. All personal property of clients brought in for events shall be at the sole risk of the client. Concord's Colonial Inn will not be liable for any loss or damage to property for any reason. The client will be responsible for any damage to the building, equipment, decorations, or fixtures belonging to the hotel that are lost or damaged during the event or guests' activities.

