

Portola Inn

Wedding & Reception Packages

as of 10/1/2018

The following packages include: Day use of Master Suite and Guest House, all outdoor venues at Portola Inn, tables and chairs for all guests, set up & clean up, trash removal, parking attendants, choice of decorating items and basic table linens, use of Carriage House including dance floor, site and vendor coordination and up to five onsite planning sessions.

Base Fee:

Wedding OR Reception

Wedding AND Reception

Event Site:

Up to 50 guests

\$3,500.00

\$4,000.00

51-100 guests

\$4,000.00

\$4,750.00

101-150 guests

\$5,250.00

\$6,250.00

151-200 guests

\$6,250.00

\$7,250.00

Additional Costs:

Rehearsal Dinner Venue at Portola Inn:

Picnic areas (up to 24 guests) \$125.00

\$ _____

\$ _____

Terrace (up to 36 guests) \$250.00

\$ _____

\$ _____

Carriage House (up to 50 guests) \$500.00

\$ _____

\$ _____

Use of dishes or decorating items (May require a cleaning fee) \$0.00-\$900.00 \$ _____

\$ _____

Lawn Games: \$100 for 3, \$25 for each additional

\$ _____

Overnight Accommodations (includes breakfast)

\$ _____

\$ _____

Guest House \$175.00 x _____ nights =

\$ _____

\$ _____

Portola Inn Master Suite \$250.00 x _____ nights =

\$ _____

\$ _____

Overnight stays require 13% TOT

\$ _____

\$ _____

Total estimated payment to Portola Inn as of date: _____

\$ _____

\$ _____

Other Costs (paid to other vendors):

Bartender

Catering

D.J.

Florist

Insurance

Photographer

Security

Shuttle Service

Ask about our "Simple Wedding" packages (24-48)

\$1,500.00 - \$3,000.00



6650 Portola Road - P.O. Box 808

Atascadero CA 93423

peggyomalley@charter.net (805) 234-1254

tomomalley@charter.net (805) 440-7557

www.PortolaInn.com