

weddings

BY RENAISSANCE® HOTELS

*excludes holidays



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OUR HOTEL

The ceremony and reception are just the beginning. Let the romance continue. Imagine a gorgeous honeymoon suite with champagne, chocolate-covered strawberries and breakfast in bed. Choose from our romantic honeymoon packages, available at more than 150 hotels and resorts worldwide, for a unique destination wedding.

General Information

PARKING

The Hotel offers valet & self parking only onsite. As part of the wedding packages, discounted parking will be offered to wedding guests on a first available basis.

GUEST COUNT

Your guarantee of attendance is due 14 business days prior to the wedding. At that point, it is possible to increase the guest count number up to 72 hours in advance but not reduce the number below your final guaranteed count. If guests exceed the guarantee, appropriate charges will be incurred.

SERVICE CHARGE AND SALES TAX

A 23% service charge and applicable state sales tax will be added to all food and beverage charges as well as any audiovisual equipment charges.

MENU TASTING

Once a contract is signed, we will be delighted to set a time for a complimentary menu tasting when your estimated food minimum is \$5,000.00 or more. Please consult your Catering Sales Manager for availability.



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OUR HOTEL

Preferred Vendors continued

PHOTOGRAPHERS

Jeramie Lu Photography
775.336.8843
jeramielu.com

Theilen Photography
775.882.8217
theilen.photography.com

Chrystelle Whitney Photography
775.682.0836
chrystellewhitneyphotography.com

Ciprian Photography
775.233.6174
ciprianphotography.com

Kendall Price Photography
775.530.0355
Kendallpricephotography.com

FLOWERS

Bumblebee Blooms
775.348.2799
theurbanblossom.com

Art In Bloom
775.720.7204
artinbloomfloral.com

B&B Designs
775.720.7204
Bandbflowerdesigns.com

Flourish NV
725.400.4922
flourishlv.com

Awesome Blossom
775.540.0005
awesomeblossomfloraldesign.com

PHOTOBOOTHS

Pic Box Photobooth
775.391.6161
picboxphotobooth.com

OFFICIATES

Reno Tahoe Ceremonies
775.430.4550

LIMOUSINE SERVICES

Reno Tahoe Limousine
775.348.0868
renotahoelimo.com

DJ'S & Musicians

McClain's Mobile Music
775.246.4550
mcclainsdj.com

Epik Entertainment
775.250.3745
epikdj.com

Milton Merlos
775.830.5687
Miltonmerlos.com

MAKE UP

Makeup by Daria
775.237.3535
makeupbydaria.com



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REHEARSAL DINNER

RELAX AND ENJOY.

We can accommodate every wish and family tradition for your ceremony, offering spectacular venues to make your fairy tale wedding absolutely perfect.

Your Rehearsal Dinner is the beginning of your wedding festivities and a wonderful way to welcome guests from near and far. We welcome the opportunity to host this special event, and whether it's a plated dinner or cocktail reception you have in mind, our Certified Wedding Planner will work with you to ensure its success.

There are several venues throughout the hotel that will provide the perfect atmosphere. Pair that with one of our delicious menus and your guests are sure to be delighted!

HIDEAWAY

A unique space that is secluded from hotel guests yet right in the heart of the hotel. With a room-length bar and casual seating this room is perfect for social conversation and toasts to ring in your last night single.

TRUCKEE TERRACE IN THE SHORE ROOM

For a true Reno experience on the Truckee River, treat your guests to dinner in our full-service restaurant, in the Private Dining Room featuring its very own porch overlooking BELIEVE Reno and the river.

BUNDOX BOCCE

For those seeking camaraderie and libations, Bundox Bocce has private spaces for dining as well as activities for all ages made more fun with craft beers and cocktails.



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IT'S ABOUT TRADITION.

We can accommodate every wish and family tradition for your ceremony, offering spectacular venues to make your fairy tale wedding absolutely perfect.

The floor-to-ceiling windows in our ballrooms offer a striking backdrop of the city and the Truckee River as you become newlyweds. With 12,000 square feet of banquet space and a few unique locations, we have flexible options for your ceremony.

Pricing will vary depending on the room or space selected And time frame needed; please consult with the Director of Catering for availability and pricing. We are also delighted to recommend popular ceremony venues that are near the hotel.

CEREMONY

Choose a view you love...

All Year

- | | |
|--|---------|
| Alcove Poolside | \$1,500 |
| • Seating for up to 40 guests for one hour | |
| • Includes: folding white, black, or wooden chairs | |

- | | |
|--|-------------------|
| Bundox Lawn OR Patio | \$1,500 - \$3,000 |
| • Seating for up to 150 guests for one hour | |
| • Includes: folding white, black, or wooden chairs | |

- | | |
|--|---------|
| River Rock | \$1,000 |
| • Seating for up to 50 guests for one hour | |
| • Includes: House Banquet Chairs | |

November – April

- | | |
|--|-------------------|
| East Deck & Studio | \$2,000 - \$5,000 |
| • Seating up to 100 guests for one hour | |
| • Includes: folding white, black, or wooden chairs | |

- | | |
|---|-------------------|
| Topaz 1 | \$1,500 - \$2,500 |
| • Seating up to 150 guests for one hour | |
| • Includes: House Banquet Chairs | |

- Delight in the occasion, elevate any package with:
- Upgrade to Chivaris - \$11 per person
 - Upgrade to Phantom - \$18 per person

Pricing will vary based on holidays and peak periods; as well as time needed; please consult with the Director of Catering for availability and pricing. Other options are available inclusive of reception.



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RECEPTION

DISCOVER THE EXPERIENCE.

When it comes to tying the knot, Marriott® Certified Wedding Planners are an important part of your special day. Our expert wedding event planners provide complimentary services, handling all of the event details and working closely with you and your own wedding planner to ensure the perfect wedding.

Included in Wedding Packages

- Wedding Reception Room for 4 Hours
- Complimentary Corner Suite for the Wedded Couple for the Wedding Night
- House Table Linens and White Napkins
- Tables for Gifts, Cake and Guestbook (linenless)
- Parquet Dance Floor
- Special Room Rates for Wedding Guests with a block
- Discounted Parking



RECEPTION VENUES

PEAK MONTHS: APRIL, MAY, OCTOBER, DECEMBER* & CERTAIN WEEKENDS THROUGHOUT THE YEAR*
 OFF-PEAK MONTHS: JANUARY, FEBRUARY, MARCH, JUNE, JULY, AUGUST, SEPTEMBER, NOVEMBER

	PEAK	OFF-PEAK
TOPAZ BALLROOM		
Monday-Saturday, 6pm or later	\$3,000.00	\$2,000.00
*\$700.00 per additional Hour		
Beverage & Food subtotal minimum requirement	\$12,000.00	\$10,000.00
Sunday, before 2pm	\$1,500.00	\$1,000.00
Sunday, after 2pm	\$2,000.00	\$1,500.00
*\$500.00 per additional Hour		
Beverage & Food subtotal minimum requirement of \$7,000.00 / \$6,000.00 before 2pm; \$10,000.00 / \$8,000.00 after 2pm		
Brunch/Dinner & Dancing – 270 guests Cocktail Reception – 400 guests		
TOPAZ 1		
Monday-Saturday, 6pm or later	\$1,500.00	\$1,000.00
*\$400.00 per additional Hour		
Beverage & Food subtotal minimum requirement	\$5,000.00	\$4,000.00
Sunday, before 2pm	\$750.00	\$500.00
Sunday, after 2pm	\$1,000.00	\$750.00
*\$300.00 per additional Hour		
Beverage & Food subtotal minimum requirement of \$2,000.00 / \$1,500.00 before 2pm; \$3,500.00 / \$3,000.00 after 2pm		
Dinner & Dancing – 80 guests Cocktail Reception – 120 guests		
TOPAZ 2		
Monday-Saturday, 6pm or later	\$2,000.00	\$1,500.00
*\$500.00 per additional hour		
Beverage and Food subtotal minimum requirement	\$8,000.00	\$6,000.00
Sunday, before 2pm	\$1,000.00	\$750.00
Sunday, after 2pm	\$1,500.00	\$1,000.00
*\$400.00 per additional Hour		
Beverage & Food subtotal minimum requirement of \$4,000.00 / \$3,500.00 before 2pm; \$6,000.00 / \$5,000.00 after 2pm		
Dinner and Dancing – 200 guests Cocktail Reception – 250 guests		
HIDEAWAY		
After 2pm	\$1,000.00	\$750.00
*\$250.00 per additional Hour		
Beverage and Food subtotal minimum requirement	\$4,000.00	\$3,000.00
Before 2pm	\$500.00	
*\$150.00 per additional Hour		
Beverage and Food subtotal minimum of \$2,000.00 required		
Dinner & Dancing – 70 guests Cocktail Reception – 100 guests		
RIVER ROCK		
After 2pm	\$500.00	
*\$150.00 per additional hour		
Beverage and Food subtotal minimum of \$1,500.00 required.		
Before 2pm	\$400.00	
*\$150.00 per additional hour		
Beverage and Food subtotal minimum of \$1,500.00 required.		
Dinner Banquet – 40 guests Cocktail Reception – 50 guests		

All Reception Venues are based on availability and will require a beverage and food minimum based on your estimated guest attendance.

***Holiday periods will be subject to an additional fees and higher beverage and food minimums. December dates are all considered Holiday and Peak Season times. Please request a special packet from your sales manager**

Beverage and Food minimums do not include service charge and tax; but are subject to current 23% service charge and 8.265% tax.



RECEPTION VENUES - SEASONAL

BUNDOX PEAK MONTHS: JANUARY, APRIL, MAY, SEPTEMBER, OCTOBER, DECEMBER* & CERTAIN WEEKENDS THROUGHOUT THE YEAR*

BUNDOX OFF-PEAK MONTHS: FEBRUARY, MARCH, JUNE, JULY, AUGUST, NOVEMBER

BUNDOX BOCCE OUTDOOR PATIO up to 200 guests	Peak	Off Peak
Monday-Saturday, 4pm or later	\$1,500	\$1,000
additional Hour	\$500	\$400
Beverage & Food subtotal minimum requirement	\$7,500	\$3,000
Sunday, before 2pm	\$1,000	\$750
Sunday, after 2pm	\$1,250	\$1,000
additional Hour	\$300	\$250
Beverage & Food subtotal minimum requirement of \$3,000 / \$2,000 on Sundays		

**Outdoor location: weather permitting, no amplified music after 10pm

***Includes existing tables & chairs. Inquire about upgrade options.

THE SHORE PEAK MONTHS: MAY – OCTOBER****

THE SHORE OFF-PEAK MONTHS: NOVEMBER – APRIL; excludes weekends in December

EAST SHORE PATIO & STUDIO up to 75 guests	Peak	Off Peak
Monday-Saturday, 3pm or later	Not available	\$2,000
additional Hour		\$400
Beverage & Food subtotal minimum requirement		\$5,000
Sunday, before 3pm	Not Available	\$1,500
Sunday, after 3pm	Not Available	\$1,000
additional Hour		\$250
Beverage & Food subtotal minimum of \$6,000 required before 2pm; \$5,000 required after 2pm on Sundays		

**Available with varying set-up options November 1st – April 30th. Please inquire about upgrade options.

***Outdoor location: weather permitting, no amplified music after 10pm

**** The Shore Patio & Deck are not available during PEAK months and weekends.

*Holidays and other periods may incur additional costs to the above and beyond the peak pricing shown above; as well as special menus may be required. Please contact your Sales Manager for availability, cost proposal and options.

All Reception Venues are based to availability and will require a beverage and food minimum based on your estimated guest attendance. Holiday periods will be subject to an additional fees and higher beverage and food minimums. Beverage and Food minimums do not include service charge and tax; but are subject to current 23% service charge and 8.265% tax.



RECEPTION MENU OPTIONS

RECEPTION TABLES

*All reception tables are priced per person; minimum 20 orders per station.

Reception

DISPLAYS

Charcuterie & Cheeses | Garnish of toasted nuts, seasonal fruit, house-baked lavash & crostini \$21

Imported and Domestic Cheeses | Garnish of toasted nuts, seasonal fruit, house-baked lavash & crostini \$16

Grilled Vegetable Display | Herb marinated vegetables, house hummus & tzatziki \$11

Buffalo Mozzarella Display
Buffalo mozzarella, vine ripened tomatoes, basil pesto, aged balsamic, Spanish olive oil \$12

Raw Vegetable Display | Crisp garden vegetables, house hummus & tzatziki \$10

Seasonal Sliced Fruit Display | Selection of melons, pineapple, & Berries with sea salt & fresh mint \$11

SLICED STATIONS

New York Strip \$19
Horseradish cream, jus, onion relish, artisan rolls

Ribeye \$26
Horseradish cream, jus, onion relish, blue cheese crumbles, artisan rolls

Fillet of Beef \$32
Beef tenderloin, chimichurri, blue cheese crumbles, horseradish cream, artisan rolls

*add a culinary professional - \$175 per professional; 1 per 150 guests. Based on availability.

**\$1,500.00 minimum is required per station above

STATIONS

Fingerling Potato Bar \$18
Roasted fingerling potatoes, bacon bits, sour cream, caramelized onions, shredded cheddar cheese, steamed broccoli florets

Street Taco Station \$18
Marinated grilled chicken and beef, warm 4.5-inch corn tortillas, cilantro, cotija cheese, fresh lime wedges, guacamole, sour cream, house pico

Mac and Cheese Station \$18
Macaroni, cheddar cheese sauce, bacon bits, diced tomato, sour cream, scallions, sautéed onions, sliced jalapenos

Slider Station \$20
Pulled Pork | BBQ sauce and Kimchee slaw
Classic | Beef, cheese, LTO, special sauce
Portobello | Grilled onions, goat cheese, herb mayo

Hawaiian Poke Station \$22
Duo of Ahi and Salmon poke, seasoned sushi rice, selection of fresh and pickled vegetables, grilled pineapple, avocado, scallion, ponzu

Watermelon Poke Station - VG \$14
Watermelon Poke, seasoned sushi rice, selection of fresh and pickled vegetables, grilled pineapple, avocado, scallion, ponzu

Ceviche Station \$18
Mixed seafood ceviche, crispy corn tostadas, lime, cilantro, selection of hot sauces
add guacamole - \$4

PASTA STATION

per station \$18
Cost is per person to build your own delicious creation

Choice of Pasta

Penne Bowtie
Orecchiette Shells

Sauces

Hot Marinara & Garlic Cream

Toppings

Grilled Chicken
Kalamata Olives
Sun-dried Tomatoes
Grated Parmesan

Diced Tomatoes
Artichoke Hearts
Roasted Zucchini & Squash
Chili Flakes

All Stations, except Displays, may require one Culinary Professional. Culinary Professional fee is based on up to 2 hours of service. 1 Culinary Professional per Station per 75 people required.

Culinary Professional \$175

Additional Fees:

Tables desired for longer than 60 minutes \$20
Tables guaranteeing less than 20 people \$150

Prices based on 60 minutes of food service. All items have an additional 23% Service Charge & 8.265% Sales Tax. All pricing is subject to change without prior notice. Renaissance Reno Downtown Hotel Wedding Package 2020.



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Canapes

Canapes are priced per piece.

A minimum of 20 pieces will be required per item.

(*) Passed only items. Passed require additional servers.

A charge of \$75.00 per 50 guests will be required.

(**) Display only items.

CHILLED

Pork tenderloin with apple fig chutney on crostini	\$5.00
Sliced lamb loin, miniature soft pita, tzatziki, sumac	\$6.50
Curried chicken salad, pine nuts, golden raisins, toast points	\$4.00
Curried cauliflower salad, pine nuts, golden raisins, toast points - V	\$4.00
Smoked salmon, toast points, pickled onions & capers, crème	\$5.50
Shrimp cocktail shooters, atomic horseradish	\$5.00
Ahi tartare, sauce ponzu, thai chili, scallion, crisp wonton	\$6.50
Ceviche shooters	\$6.50
Classic bruschetta, roasted garlic, basil, toasted sourdough baguette - VG	\$4.00
Deviled Egg, lemon aioli, pickled onion, caper - V	\$4.00
Oysters on the Half Shell, sherry-shallot mignonette	\$6.00

RECEPTION HORS D' OEUVRES

Suggested Servicing Quantities:

Light Service: 2-3 selections; 1.5 pieces of each

Ample Service: 5-9 selections; 1.5 – 2 pieces of each

HOT

Baked scallops on the half shell, hell fire aioli, micro cilantro	\$5.00
Vegetable spring rolls, sweet chili dipping sauce** - V	\$4.00
Chicken spring rolls, sweet chili dipping sauce**	\$4.00
Greek meatballs, garlic-oregano marinara**	\$4.50
Swedish meatballs	\$3.50
Apricot & brie cheese en crouete* - V	\$6.00
Teriyaki chicken satay, sauce ponzu, scallion	\$4.50
Teriyaki beef satay, sauce ponzu, scallion	\$7.50
Sausage stuffed mushroom caps	\$7.50
Chopped spinach & cheese stuffed mushroom caps - V	\$6.00
Bacon wrapped shrimp	\$6.50
Grilled balsamic mushroom & zucchini skewer - V	\$6.50

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DESSERT MENU OPTIONS

DISPLAYED DESSERTS TABLE

CHOOSE 3 - \$15

CHOOSE 5 - \$20

Add additional options at \$4 per person, per selection

- Chocolate Truffles
- Homemade Chocolate Brownies
- Assorted Cookies
- Lemon Bar Bites
- Mini Strawberry Shortcake
- Mini Assorted Cheesecakes
- Chocolate Mousse – GF
- Seasonal Mini Dessert



- Custom Cake from the REN Bakery \$8 per person – starting
 - Cake Service Fee for outside cakes \$3 per person
 - Cupcake Service Fee for outside cupcakes \$50 fee per 50 cupcakes
- *Outside cakes must be made and provided by a licensed baker*



All items have an additional 23% Service Charge & 8.265% Sales Tax. All pricing is subject to change without prior notice.
Renaissance Reno Downtown Hotel Wedding Package 2020



RECEPTION PLATED DINNERS

Wedding Plated Dinners

All plated dinners include regular and decaffeinated coffee and assorted hot teas; and bread with butter

PLATED DINNER ENTRÉES

Dinner menus require a minimum of 20 guests. Groups with 15-19 guests will pay, as a minimum guarantee fee, the cost difference between the actual number of guests and 20.

Dinners are based on 60 minutes of continuous service. All dinners include house baked bread, butter, one salad, and two sides, and Coffee (regular + decaffeinated)

Choose 1 – 2 entrees to offer your guests; prices as marked below per entrée. Additional \$8.00 fee per person applies with more than 3 entrees selected. Chef's choice vegetarian/vegan option may be provided for events with less than 10% of attendees desiring this option. Cost for vegetarian/vegans entrée will be based on the average price of items selected below.

Salad – Choose One:

Whole leaf romaine, seared grapes, shaved pecorino, brioche croutons, Caesar dressing

Hydroponic butter lettuce, orange segment, toasted pine nuts, tarragon & chive, sherry-shallot vinaigrette

Organic field greens, shaved cucumber, carrot, & red onion, baby tomatoes, balsamic vinaigrette

Ice Berg Wedge, pickled red onion, pecan-wood bacon, baby tomato, house blue cheese

Baby spinach, candied walnuts, shaved apple, blue cheese, golden raisins, honey-cider dressing

Sliced tomato, fresh mozzarella & basil, cold pressed olive oil, sea salt, focaccia crostini

++ Indicates an additional 23% Service Charge & 8.265% Sales Tax. All pricing is subject to change without prior notice.

Each Event may select up to Two Single Entrée Options to offer guests at no additional charge. Additional options may be offered for an additional fee of \$8.00 per guest of the total guest count.

Entrée Selections

PAN ROASTED FREE RANGE CHICKEN BREAST roasted red pepper cream	\$50
PAN ROASTED CHICKEN THIGHS minced herbs, lemon	\$48
PAN ROASTED FILLET MIGNON thyme-wine demi-glace	\$75
SEARED HALIBUT or CHILEAN SEA BASS* Seasonal lemon-caper beurre blanc	MARKET
PAN ROASTED SUSTAINABLE SALMON lemon beurre blanc	\$54
DOUBLE CUT PORK LOIN dried fruit, cider gastrique	\$54
PAN ROASTED FLAT IRON STEAK thyme-wine demi-glace	\$62
BUCATINI RUSTICHELLA PASTA – V* Sun dried tomatoes, wilted arugula, mushrooms, goat cheese, artichoke heart	\$50
GRILLED CAULIFLOWER STEAK – V* Spiced chickpea and kale salad, marinated cauliflower	\$50
MOROCCAN STUFFED PEPPER – VG* Cous cous, candied carrot, braised vegetables, Kalamata olive, toasted almonds, spiced vegetable jus	\$50
STUFFED EGGPLANT – V* (VG upon request) Roasted eggplant, chef's seasonal vegetable medley, pickled red onion, goat cheese, toasted almonds	\$48

Sides – Choose Two:

add an additional side for \$8 per person

Classic Buttermilk Mashed Potatoes

Twice cooked fingerling potatoes

Roasted red potatoes, garlic oil, tarragon, chive & lemon zest

Harissa spiced cous-cous, pine nuts, preserved lemon

Creamy parmesan polenta, San Marzano tomato jus

Basmati Rice Pilaf

Bacon wrapped baby carrots

Sautéed green beans, garlic, slivered almonds

Glazed carrots, white wine, thyme

Sautéed zucchini & yellow squash, garlic, thyme

Grilled Asparagus (Seasonal) | Spring – Mid Summer



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BUILD YOUR OWN DINNER TABLE

Dinner menus require a minimum of 20 guests. Groups with 15-19 guests will pay, as a minimum guarantee fee, the cost difference between the actual number of guests and 20. Dinners are based on 60 minutes of continuous service. All dinner buffets include house baked bread, butter, and *local coffee* (regular + decaffeinated)

To build your own buffet, select one salad, minimum two entrees, and two sides.

RECEPTION BUFFET DINNERS

SALADS

**Choose one. Add additional salads at \$5 per person.*

Chopped romaine salad, shaved pecorino, garlic-herb croutons, Caesar dressing

Organic mixed greens, shaved cucumber, carrot, red onion, baby tomatoes, assorted dressings and house croutons

Tomato & fresh mozzarella with basil, cold pressed olive, arugula, balsamic reduction

Red Potato Salad, whole grain mustard, celery, chive

Classic Macaroni Salad

Seasonal fruit salad with fresh mint & tajin spice

Baby spinach, candied walnuts, shaved red onion, golden raisins, sherry-vinaigrette



DINNER BUFFETS CONTINUED

TABLE ENTREES

ONE ENTRÉE | \$44

TWO ENTRÉES | \$54

THREE ENTRÉES | \$64

Slow Roasted Maple Brined Pork Loin

Pan drippings, roasted onions, house apple sauce

Slow Roasted Turkey Breast

Sage butter

Pan Roasted Chicken Breast

Charred Lemon, roasted garlic, minced chives

Braised Chicken Thighs

Cremini mushrooms, blanched garlic, wilted spinach

Whole Roasted Mary's Chicken

Tossed with lemon, butter & herbs

BBQ Pulled Pork

Potato buns

Twice Cooked Chicken Wings – Choice of:

| Dry Rub | BBQ | Classic Buffalo

Seared Sustainable Salmon

Lemon-caper beurre blanc

Penne Pasta & Italian Sausage

Roasted peppers & onions, sundried tomatoes, pecorino, oregano

Bucatini Rustichella Pasta – V

Sundried tomato, goat cheese, wilted arugula, shaved pecorino

Baked Ziti with Roasted Vegetables – V (VG upon request)

Seasonal squash, mushrooms, spinach, caramelized onions, pecorino cheese, creamy sage béchamel

Moroccan Stuffed Peppers – VG

Couscous, candied carrot, braised vegetables, Kalamata olives, toasted almonds, spiced vegetable jus

PREMIUM ENTRÉES

Three-entrée dinner tables may add their first premium entrée at a 50% discount on the charge show below. All additional entrées will be priced at the listed rate.

Seared New York Strip

Horseradish cream, demi-glace

add \$10

18-Hour Brisket

add \$8

Slow Roasted Salt & Pepper Prime Rib

Horseradish cream, beef au jus

add \$15

Peppercorn Crusted Beef Tenderloin

Horseradish cream, demi-glace

add \$18

SIDES

*Choose two. Add additional sides at \$8 per person.

Classic Buttermilk Mashed Potatoes

Stir fried green beans, caramelized shallot, slivered almonds

Sautéed zucchini + gold bar squash, roasted garlic & thyme

Roasted red potatoes, garlic oil, tarragon, chive & lemon zest

Classic Mac & Cheese

Potato & cauliflower gratin, gruyere cheese, minced chives

Basmati Rice Pilaf

Penne Pasta, traditional or gluten friendly, with your choice of preparation:

| Butter + Parmesan + Herbs | Tomato Jus + Basil | Pesto |

Creamy Parmesan Polenta, San Marzano tomato jus

Chef's seasonal sautéed vegetable medley, cold pressed olive oil, fresh herbs

Prices based on One Hour of Food Service

All menus items are subject to an additional 23% Service Charge & 8.265% Sales Tax.

All pricing is subject to change without prior notice, unless you have banquet event order

Bundox Bocce provides a unique experience celebrated with fun in a casual, entertaining atmosphere. Dine to play! One package may be selected per group unless you want to order more for the total guest count. Packages may not be divided by the total guest count. All packages include one salad selection and one displayed dessert. Packages are based on 60 minutes of continuous service and are served with disposable plateware and utensils. Minimum of 20 guests.

SALADS – Choice of One per Package

Additional salad available for \$6 per person

Chopped Romaine – shaved pecorino, garlic-herb croutons, Caesar dressing

Organic Mixed Greens – shaved cucumber, carrot, red onion, baby tomatoes, assorted dressings and house croutons

Tomato & Fresh Mozzarella – basil, cold-pressed olive oil, arugula, and balsamic reduction

Red Potato Salad – whole grain mustard, celery, chive

Classic Macaroni Salad

Seasonal Fruit Salad – fresh mint & tajin spice

Baby Spinach Salad – candied walnuts, shaved red onion, golden raisins, and sherry vinaigrette

ANY WAY YOU SLICE IT

\$32

Choice of 3 Pizzas:

- Classic Cheese
- Pepperoni
- Quattro Formaggio – mozzarella, provolone, goat cheese, parmesan
- Buffalo Chicken & Bacon – roasted chicken breast, Applewood bacon, scallion, pickled red onion, frank's hot sauce
- BBQ Brisket – slow smoked brisket, spicy BBQ sauce, red onion, cilantro, jalapeno
- Meat Lovers – pepperoni, salami, bacon, Italian sausage, cheese blend, marinara
- Chicken Pesto – ricotta, pine nuts, roasted garlic
- Veggie Supreme – roasted seasonal vegetables, marinara, house cheese blend

add additional selections for \$5 per person

Gluten-Free crust available for an additional \$3 per pizza

SLIDER BAR

\$33

- Pulled Pork – BBQ Sauce and coleslaw
- Classic – Beef, cheese, LTO, special sauce
- Chicken Nugget – Moroccan sweet pickle
- Choice of – Fries, Sweet Potato Fries or Tater Tots

Enjoy a combination of 2 for an additional \$2 per person

BACKYARD BBQ

\$33

- Grill charred beer bratwurst, house fermented sauerkraut, diced onion, tomato, pickle relish, classic condiments
- All Beef Sliders, LTO, Burger Sauce
- Fresh baked buns from the bakery

THE SMOKE PIT

\$41

- 18-Hour beef brisket
- Dry rubbed BBQ pork spare ribs
- B3 Beans – Bourbon, bacon & brown sugar
- Classic Coleslaw
- Fresh baked jalapeno cheddar corn bread
- House baked brioche rolls for your sandwich making pleasure

Add Veggie Burgers to the Backyard BBQ or The Smoke Pit – \$10 per person

Served on a potato bun with cheddar cheese, LTO, house sauce

**made vegan upon request (no cheese, no sauce)*

Prices based on One Hour of Food Service

All menu items are subject to an additional 23% Service Charge & 8.265% Sales Tax.

All pricing is subject to change without prior notice, unless you have banquet event order.



TRUCKEE TERRACE & THE SHORE PATIO
MENUS

Dine in elegance on the banks of the Truckee River at The Shore in the Truckee Terrace or on the East Patio. Nothing feels as romantic as the river flowing by while you toast to forever.

One package may be selected per group. Choose between Family-Style service and Plated service. Menus include service of the cake you provide from a professional bakery.

Minimum of 15 guests.

APPETIZERS

each order serves 4-6 guests

Breads & Spreads – laffa grilled with olive oil, sumac & parsley	\$15
Add a Spread: hummus tzatziki skordalia melitzano	\$3 each
Jumbo Fried Chicken Wings – Ethiopian dry rub	\$52
Greek Meatballs – tomato sauce, oregano, goat cheese, parsley, house flat bread	\$26
Charred Beef Lettuce Wraps – tzatziki, toasted pine nuts, ras el hanout	\$24
Prawn Cocktail – atomic horseradish sauce, lemon	\$25 per dozen

FIRST COURSE OPTIONS

- Garden Salad
- Whole Leaf Romaine Caesar
- Baby Iceberg Wedge

MAIN COURSE OPTIONS

- Pan Roasted Mary's Chicken Breast
- Seared Flat Iron Steak
- Pan Roasted Filet of Salmon
- Chilean Sea Bass (+\$15 per guest)

SIDE OPTIONS

- Potatoes: Roasted Garlic Mash, Horseradish Mash or Roasted Red
- Vegetables: Moroccan Glazed Carrots or Sautéed Green Beans

	FAMILY STYLE	PLATED
SPOONER SUMMIT FIRST COURSE Select One MAIN COURSE Select One SIDES Select One for FS, Two for Plated	\$45	\$55
BROCKWAY SUMMIT FIRST COURSE Select Two for FS, One for Plated MAIN COURSE Select Two (Plated options will be listed for guests to choose from at the time of service) SIDES Select Two	\$55	\$65
MT. ROSE SUMMIT FIRST COURSE Select Two for FS, One for Plated MAIN COURSE Select Three (Plated options will be listed for guests to choose from at the time of service) SIDES Select Three for FS, Two for Plated	\$65	\$75
ADD DESSERT Select One • Chocolate Roulade Cake • New York Style Cheesecake • Chocolate Mousse	\$7	

Prices based on One Hour of Food Service

Menus are subject to change at any time. Please inquire directly to receive the most updated menu information.

Outside cake service fee is typically \$3 per person. It is included in these packages only. Cakes must be from a professionally bakery proof of business license.

All menus items are subject to an additional 23% Service Charge & 8.265% Sales Tax. All pricing is subject to change without prior notice.

unless you have banquet event order.



BRUNCH BUFFETS

BRUNCH PACKAGES

INCLUDE: COFFEE, DECAF, HOT TEA, ORANGE JUICE, CRANBERRY or GRAPEFRUIT JUICE

MORNING GLORY | \$35

3 proteins, 2 sweets, 2 grains, 2 HS
+ 1 juice shot per person

RISE & SHINE | \$45

4 proteins, 2 sweets, 2 grains, 2 HS
+ 1 juice shot per person

HIS & HERS | \$55

4 proteins, 3 sweets, 3 grains, 3 HS
+ 1 juice shot per person

PROTEINS

Cage-free Scrambled Eggs
Cage-free Scrambled Eggs with Cheese
Applewood Smoked Bacon
Country Sausage Links
Breakfast Sausage Patties
Maple Sausage
Turkey Bacon
Vegan Sausage + \$1
King Crab Legs & Claws + \$35
Smoked Salmon + \$15

GRAINS

Assorted Bagels
Includes: Cream Cheese, Butter & Preserves
*Add Lox, Capers, Pickled Red Onion, Tomato + \$11
Assorted Toast
English Muffins
Buttermilk Pancakes
Includes: Maple Syrup, Whipped Butter
*Add fresh blueberries or chocolate chips + \$2
Brioche French Toast
Includes: Seasonal Fruit Compote, Maple Syrup, Whipped Butter
Assorted Cereals

HEALTHY STARTS (HS)

Seasonal Sliced Fruit
Steel Cut Oats
Includes: Brown Sugar, Raisins and Milk
House Granola with Whole Milk
*Add Coconut Milk or Almond Milk + \$1
Assorted Individual Yogurts

SWEETS & STARCHES

Mini House Brioche Doughnuts
Assorted Muffins
House Quickbreads
House Croissants
Roasted Red Breakfast Potatoes, Grilled Peppers & Onions

BREAKFAST TABLES

INCLUDE: COFFEE, DECAF, HOT TEA, ORANGE JUICE, CRANBERRY or GRAPEFRUIT JUICE

SOUTH OF TAHOE

\$28

Seasonal sliced fruit
Fluffy scrambled eggs with chives
"Build your own burrito"
Fill a warm flour tortilla with caged free eggs, bacon, chorizo, peppers and shredded jack cheese
Condiments to include: sour cream, fresh tomatoes, lime, pico de gallo, assorted hot sauces, guacamole
Roasted red potatoes, grilled peppers & onions

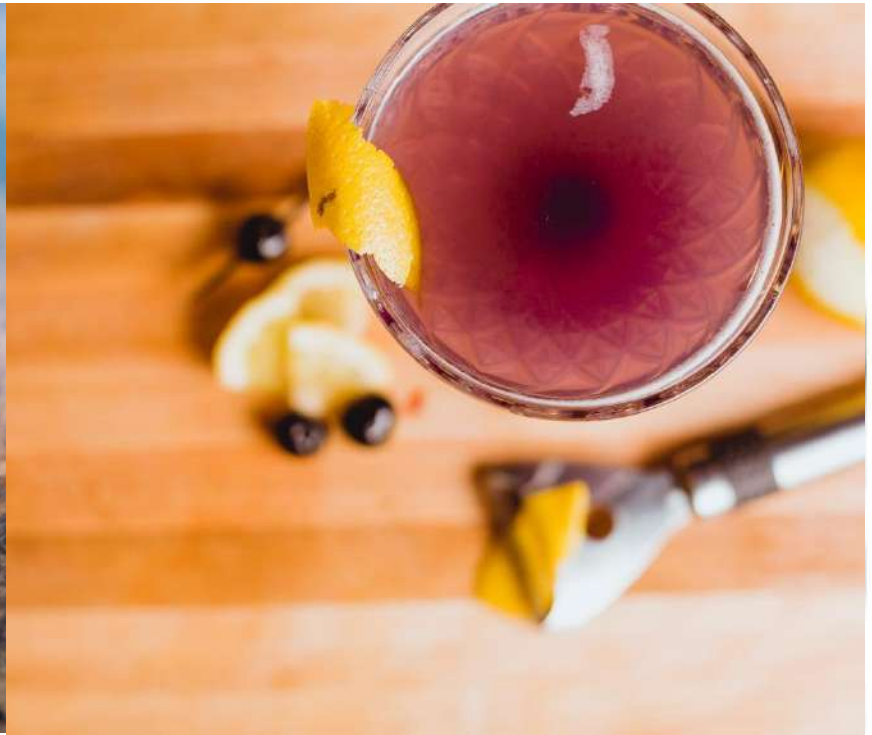
THE BENEDICTS

\$37

Classic eggs benedict on a sourdough English Muffin, Canadian bacon, scratch hollandaise
California eggs benedict on whole wheat English Muffin, Applewood bacon, avocado, tomato, scratch hollandaise
Roasted red potatoes, grilled peppers & onions,
Seasonal sliced fruit
Assorted individual yogurts
House granola with whole milk

Prices based on One Hour of Food Service

All menu items are subject to an additional 22% Service Charge & 8.265% Sales Tax. All pricing is subject to change without prior notice, unless you have banquet event order



weddings

BY RENAISSANCE® HOTELS

RECEPTION BAR

TALLY BY CONSUMPTION OR INDIVIDUAL PURCHASE

Whether you wish to host drinks for your guests or they are responsible for purchasing their own libations, indulge in a full bar available for any event.

BARTENDER FEE | \$200.00

Includes 3 hours of service

ADDITIONAL PER HOUR BARTENDER FEE | \$25.00

One bartender per 75 guests will be required. An additional \$25.00 per bartender, per additional hour, will be required after 3 hours of bar service. The bartender fee will be waived when \$750.000 in bar revenue per bartender is met or exceeded for all Hosted Consumption Bars for 3 hours. Each additional hour will require \$250.00 in bar revenue to waive additional fees.

LATE NIGHT BAR SERVICE

End times of 12am to 2am will be subject to additional labor charges

Groups of 50 or less	\$200 per hour
Groups of 51 – 100	\$300 per hour
Groups of 101 – 200	\$400 per hour
Groups of 200 or more	\$500 per hour

*All Full Bars on a consumption basis or for cash purchase require 40 guests or more. Events with less than 40 guests may have wine service and beer available on consumption.

A 23% service charge will be added to all hosted consumption bars. No "Shots" are permitted.



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RECEPTION BAR

TALLY BY CONSUMPTION OR INDIVIDUAL PURCHASE

House Brands	\$11.00
Premium Brands	\$13.00
Deluxe Brands	\$16.00
House Wine by the Glass	\$11.00
Premium Wine by the Glass	*based on selection
Deluxe Wine by the Glass	*based on selection

Domestic Beer	\$6.00
Imported Beer	\$8.00
Craft Beer	\$8.00
White Claw	\$6.00
Non-Alcoholic Beer	\$6.00
Soft Drink	\$4.00
Bottled Water	\$4.00

CHAMPAGNE & SPARKLING CIDER TOAST | \$8.00 per person

BAR RITUAL | starting at \$9.00 per person++

*Cost will be based on desired cocktail concoction. A minimum purchase of \$300.00 is required exclusive of service charge to hold a bar ritual.

CHEF'S INFUSED WATER | \$25.00 per gallon, minimum 2 gallons

ICED TEA, LEMONADE, or PUNCH | \$50.00 per gallon, minimum 2 gallons

COFFEE, DECAF, HOT TEA | \$58.00 per gallon, minimum 2 gallons

A 23% service charge will be added to all consumption bars. No "shots" are permitted to be served



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SPECIAL RECEPTION BARS

WHISKEY, GIN or VODKA BAR

per person++

*Cost will be based on desired cocktail concoction & desired liquor tier. Includes up to 4 different specialty drink concoctions in a Build-Your-Own Display or Tendered Designs. A minimum purchase of \$600.00 is required exclusive of service charge.

*requires a bartender at \$150.00 each. Cost is per one hour of service.

starting at \$15.00 per person*

CLAUS ITS 5 O'CLOCK ALL YEAR – HOT COCOA BAR

Hot Chocolate, Whipped Cream, Fresh Butter, Peppermint Syrup, Candy Canes, Chocolate Shavings, Marshmallows, Berries, *Kahlua, Bailey's Irish Cream

*requires a bartender at \$150.00 each. Cost is per one hour of service.

\$15 per person*

CHEERS – BUBBLY BAR

Sparkling Wine, Pomegranate and Apple Cider Juices, Cinnamon Sticks, Blueberries, Orange Segments

*requires a bartender at \$150.00 each. Cost is per one hour of service.

\$18 per person*

BUILD YOUR OWN BLOODY MARY BAR TOP

Original, spicy and alcohol free mixes served with lemons, limes, celery stalks, olives, pickle spears, pepperoncini, pearl onions, bacon strips, hot sauce.

*requires a bartender at \$150.00 each. Cost is per one hour of service.

\$20 per person*

BOTTOMLESS MIMOSA BAR

Sparkling wine, fresh squeezed orange juice, citrus & mint.

*requires a bartender at \$150.00 each. Cost is per one hour of service.

\$18 per person*

A 23% service charge will be added to all consumption bars. No "shots" are permitted to be served. Minimum 40 guests per bar required.



RECEPTION BAR continued

Hosted Hourly Receptions

All Bars Include House Wines, Domestic and Imported Beers, Soft Drinks and Bottled Water. All prices are per person and will be charged based on the guaranteed guest count of adults over 21 years of age.

HOUSE BRANDS	PREMIUM BRANDS	DELUXE BRANDS
2 Hours \$37.00	2 Hours \$42.00	2 Hours \$45.00
3 Hours \$49.00	3 Hours \$57.00	3 Hours \$59.00
4 Hours \$63.00	4 Hours \$72.00	4 Hours \$78.00
5 Hours \$76.00	5 Hours \$87.00	5 Hours \$91.00

BEER AND WINE	BEER AND WINE	BEER AND WINE
2 Hours \$32.00	2 Hours \$36.00	2 Hours \$43.00
3 Hours \$39.00	3 Hours \$45.00	3 Hours \$55.00
4 Hours \$47.00	4 Hours \$54.00	4 Hours \$66.00
5 Hours \$55.00	5 Hours \$61.00	5 Hours \$76.00

HOUSE BRANDS INCLUDE:

Svedka Vodka, Beefeater Gin, Cruzan Light Rum, Sauza Blue Silver Tequila, Jim Beam Bourbon, Canadian Club Whiskey, Johnnie Walker Red Scotch

PREMIUM BRANDS INCLUDE:

Tito's Handmade Vodka, Bacardi Superior Rum, Bombay Sapphire Gin, Sauza Blue Silver Tequila, Bulleit Bourbon, Crown Royal Whiskey, Dewar's White Label Scotch

DELUXE BRANDS INCLUDE:

Absolute Vodka, Bacardi 8 Gran Reserve Rum, Tanqueray Ten Gin, Patron Silver Tequila, Markers Mark Bourbon, Crown Royal Whiskey, Chivas Regal Scotch

*All packages include: Kahlua, Amaretto Di Saronno, Bailey's Irish Cream, Gran Marnier, DeKuyper Cordials, Martini & Rossi Vermouth & full beer list.

A 23% Service Charge will be charged to all Sponsored Bar Drinks and an additional 8.265% for Sales Tax will apply to Bottled Waters, Soft Drinks, and Non-Alcoholic beverage. Bartenders are a \$200.00 Charge Each unless you meet a \$750.00 minimum per bartender, per every 3 hours. No "Shots" are permitted To be served.

WINE LIST

HOUSE WINES	Glass	
Hahn Chardonnay*	\$11.00	
Hahn Sauvignon Blanc*	\$11.00	
Hahn Pinot Noir*	\$11.00	
Hahn Merlot*	\$11.00	
Hahn Cabernet Sauvignon*	\$11.00	
PREMIUM WINES	Bottle	Glass
Ferrari Carano Fume Blanc*		\$12.00
Mer Soleil Silver Unoaked Chardonnay*		\$15.00
"J" Pinot Noir*		\$13.00
Josh Merlot*		\$13.00
Ferrari Carano Cabernet Sauvignon*		\$16.00
Starmount Chardonnay	\$55.00	
Matanzas Creek Merlot	\$50.00	
Justin Cabernet Sauvignon	\$52.00	
Beringer Estate	\$50.00	
DELUXE WINES	Bottle	Glass
Ferrari Carano Dry Sangiovese of Rose*		\$16.00
Rombauer Chardonnay*	\$75.00	\$19.00
Elouan Oregon Pinot Noir*		\$19.00
Napa Cellars Cabernet Sauvignon*		\$20.00
La Crema Russian River Valley	\$80.00	
Justin Isosceles Blend	\$120.00	
Duckhorn Merlot	\$95.00	
Jordan Sonoma Cabernet	\$110.00	
Whitehall Lane Cabernet Sauvignon	\$75.00	
SPARKLING SELECTIONS	Bottle	Glass
Minato Prosecco*		\$11.00
Marquis de la Tour Sparkling		
Mumm Napa Cuvee	\$50.00	
J Russian River Sparkling	\$75.00	
Veuve Clicquot Champagne	\$130.00	

(*Indicates wines offered in Hosted Hourly Receptions, available with applicable drink tickets, and at Hosted Consumption Bars. All Cash Bars will be stocked with House Wines unless Premium and/or Deluxe Wines are requested at least 14 days prior to your event.

Wines included in each Housed Hourly Reception package are those offered by-the-glass applicable to each tier. Wines by the Bottle are not included in packages and bottles may not be served from the bar for guests to pour on their own at an event. Champagne & Sparkling Cider Toasts are also not included in Hosted Hourly Reception packages.

BOTTLED BEER LIST

DOMESTIC - \$6.00	
Budweiser	Budlight
Coors Light	Miller Lite
O'Douls Non-Alcoholic	White Claw
IMPORTED / MICROBREW - \$8.00	
Corona	Stella Atoris
Icky IPA by Great Basin	Sierra Nevada Pale Ale
Blue Moon	



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DISCOVER RENAISSANCE SIGNATURE DETAILS.

We offer unparalleled services that your guests will appreciate, from valet parking and spacious guest rooms to private pre-reception areas, breathtaking indoor and outdoor ceremony and reception venues and specialty linens and chair covers, as well as many other wedding extras such as distinctively designed place cards, cake boxes and guestbooks. Renaissance can create a day that's special for everyone.

SIGNATURE DETAILS

Renaissance Reno Downtown Hotel & Spa is excited at the opportunity to host your wedding! Thank you for considering our hotel for your special day. The following provides you with details to help you begin planning your wedding experience at the Renaissance Reno Downtown Hotel.

Sip, taste and savor the moments leading up to your wedding day. Discover the unequivocal experience here that your guests will find compelling as they arrive for your marriage. Let it be special and filled with local flavors. It's going to be breathtaking.

Congratulations!



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DETAILS

RENAISSANCE RENO DOWNTOWN HOTEL & SPA BOOKING PROCEDURES & INFORMATION

The following is a list of procedures to book your wedding event at our hotel. This will help you to know what you will need to confirm your dream day:

WEDDING PACKAGE DETAILS

- The Renaissance Reno Downtown Hotel provides all beverages and food; with exception to your wedding cake.
- All food is prepared based on your final guaranteed guest count; including canapes.
- Beverage and Food minimums apply to all events; the sales and catering department will provide those for you.
- Children's meals for ages 2 – 11 are available upon request. Any meal ordered for a child is subject to charges.
- Access to your event space is available one hour prior to your event. Additional charges may apply for earlier access requested.
- The Renaissance Reno Downtown Hotel event collaboration includes: a comprehensive site tour of the property, tour of rooms and the event space, list of local wedding vendors, beverage and food consultation, banquet event order preparation, floor plan diagram, cost estimate and deposit schedule, and banquet manager.
 - You are responsible for providing your own ceremony and reception coordinator and/or planner.

DEPOSIT REQUIREMENTS AND GUEST GUARANTEES

- A non-refundable deposit equal to 30% of your total estimated charges that will include beverage, food and rental fee are due when you return your signed contract to confirm your arrangements on a definite basis. A deposit schedule for the balance of your anticipated charges will be provided at the time a contract is requested.
- Final remaining balance will be due 14 days prior to your wedding along with your final guest count – including all children. Entrée counts will also be required at this time.
- A guaranteed final guest count is needed 3 days prior to your event date and may increase up to 10% above the previous count made. You may not reduce your count below what was given 14 days prior.
- Changes to the guaranteed final guest count may result in additional fees if we cannot accommodate the additional volume. No refunds will be provided for any no-shows.

HOTEL ACCOMMODATIONS

Hotel room blocks providing discounted hotel room rates for your guests may be available. Please request rooms at the time of booking for rates applicable to the period of your wedding.
One suite is included in your wedding package for you to use the night of your wedding.

PARKING & AIRPORT SHUTTLE

On site valet parking is available. Prices vary. No shuttle services are provided by the hotel.

RENAISSANCE RENO DOWNTOWN HOTEL & SPA RULES & POLICIES

The following is a list of policies for events at our hotel. This will help you to know what items you can bring in for your Ceremony and/or Reception. We welcome you to bring your own decorations and centerpieces. Please abide by the following guidelines.

DECORATIONS

- Candles: All candles must be in a hurricane, votive vase, or floating in water. No tall tapered candles or open flame will be permitted.
- Bubbles: Bubbles are permitted outside of the hotel only.
- Rice / Birdseed: Throwing rice or birdseed is prohibited inside and outside due to the impact on our wildlife population and will result in a minimum fine of \$1,000 from the resort and may pend additional fines.
- Confetti: Is not allowed and will result in a minimum cleaning fee of \$500.00 from the hotel.
- Indoor Petal Policy: Silk flower petals are not allowed to be tossed or dropped inside, there is a \$250.00 clean up fee. Real petals may be used; however, there are color restrictions. Ask your Sales Manager prior to purchasing petals. A fine may be incurred if petals stain the floors.
- Outdoor Petal Policy: There is a \$500.00 clean up fee to toss or drop fake flower petals. Only real petals are allowed. If they stain the walkway then an additional power washing fee will be charged.
- Decorating Time: You will have 1 hour prior to your start time to decorate. If you are bringing in elaborate centerpieces, favors, or anything else that requires additional time, you may contract additional hours for set-up time. You are responsible for setting up all of your own decorations and personal items. Anything brought in that the staff is responsible for setting up (i.e. specialty napkins) needs to be provided at least 24 hours in advance and prior arrangement needs to be made 30 days in advance to ensure proper staffing.

PLEASE NOTE: ALL ITEMS BROUGHT IN BY GROUP MUST HAVE BEEN PRE-APPROVED BY THE SALES MANAGER OR EVENT DIRECTOR IN WRITING. Specific description of all items brought in as well as placement or any other specifications must be provided at least 14 days in advance. Items not pre-approved will not be allowed to be brought into function space and/or special charges may apply.

*If you are bringing in your own flowers, cake, etc., you are required to notify outside vendors of all policies (*see vendor policies document) and you are required to make arrangements in advance for a timeline of delivery. Renaissance Reno Downtown Hotel does not offer any refrigeration for cakes, flowers, or other personal items. *Storage and handling fees will apply.*

*If you bring keepsakes, fragile items, etc., be aware Renaissance Reno Downtown Hotel is not responsible for breakage or lost items. Your designated end of the night contact (i.e. Maid of Honor, Friend or Parent) is responsible for gathering all items at the end of event and removing them from facilities. Renaissance Reno Downtown Hotel are not responsible for any items lost or left behind.

*Renaissance Reno Downtown Hotel does not permit use of more than one Service Cart for transportation of belongings. Please make arrangements for your own decoration delivery to event location.

ASSIGNED SEATING

Renaissance Reno Downtown Hotel are not responsible for assuring seating if you do not elect to assign seating to your guests. Assigned Tables/Seating can eliminate confusion and make guests feel more comfortable. If you choose not to assign seating the staff is not responsible for directing guests to seats, or setting up tables with extra place settings for guests who cannot find seats near each other with their party. If you do not provide assigned seating our staff will overset the dining room to ensure enough seating for guests which can incur additional costs if you are having specialty napkins, etc. Tables will not be sat with more than 10 places per table. For Plated Dinners with Entrée Choices being offered to guests:

If you choose a plated dinner you will need to have your guests RSVP in advance for their entrée choice – you may offer to two different selections for them to choose from. Final entrée counts for each selection need to be provided to your Sales Manager no later than fourteen days (14) in advance. For a plated dinner you will need to create and provide a place card for each guest that will denote their entrée choice and/or any food allergy associated with that meal. Place cards should be organized in alphabetical order by the guest's last name if being placed at a welcome table; or by table number, if you would like them placed on each table prior to guest arrival. Should you like to have assignments on tables prior to guest arrival, a large seating chart should be provided for guests to review upon their arrival; as well as a Master Seating Chart must be provided to the Sales Manager 14 days prior to arrival so that they will be able to advise guests of exact seating assignments and their entrée selections, and allergies – this is required for both types of assigned seating arrangements. Changes made to this list may be accommodated up to 72 hours prior to your event; however entrée selections may not be changed.

For Buffets or Plated Dinners where all guests will have the same meal:

You may provide place cards as described above or you can provide a master seating list at the entry table listing each table number and the names of each person who is assigned to that table. Place cards can be as simple as a folded piece of paper, or as elaborate as a candy bar whose wrapper lists the guests name and table. Instead of naming tables by number you may name them by theme. For example, each table named after a martini: (Rob Roy Table, the Appletini Table, the Manhattan Table, etc.) Whatever you do, just make sure your guests can easily find their seats. The Sales Manager will send you a map of the table set up with your estimated number of attendees up to 3 months prior to your event. It's best to mail or give your Wedding Planner and Sales Manager the place cards and/or master list in advance so the assigned seating can be reviewed. The staff will not be able to accommodate last minute changes in the set-up.

Frequently Asked Questions

The following FAQ will cover tips and policy information to help you plan the details for your wedding at Renaissance Reno Downtown Hotel.

Is there transportation for guests from the Reno-Tahoe International Airport?

Shuttle services are not provided through the Hotel. Guests may schedule an Uber or taxi for their transportation.

Is there a fee to park at Renaissance Reno Downtown Hotel?
Guests are permitted to park using valet services. Parking is on a first come, first served basis. For wedding guests who are not staying at the hotel, they will need to use our valet services or park in nearby parking off-site. Spaces are not guaranteed.

How do I acquire a marriage license?

You will need a Washoe County Marriage License. Call the Washoe County Clerks office: 775.784.7287 for more information. They are open seven days a week. Their website is: <https://www.washoecounty.us/clerks/mlb/index.php>. If you are already married, you will not be required to get another marriage license.

Does Renaissance Reno Downtown Hotel provide planning or coordination services for weddings?

Your Sales Manager will help you with floor plans and creating a timeline for your wedding arrangements at the Renaissance. You are responsible for checking in vendors, directing your guests, distributing personal flowers, passing out gratuities to vendors, and running your ceremony and reception on time. You are not required to purchase planning services; however, if you do not, these responsibilities will be up to you to plan and coordinate. If you are interested in hiring a Wedding Planner to assist you with your wedding arrangements, we can provide you with recommendations. Renaissance Reno Downtown Hotel does not provide planning or coordination services directly.

How do I schedule a food tasting to sample menu items?

A private tasting may be scheduled in the Renaissance Reno Downtown Hotel with a minimum of one week's arranged notice; and a minimum of one month prior to your event. Not all items on the catering menu are available for tastings. Please call or email your Sales Manager two weeks in advance with your requests (prime rib and some fresh fish, for example, are not available to be tasted). The tasting is complimentary if you have already booked with us and are reaching a contracted food minimum of \$5,000 or more. You may select up to: 3 salads, 3 entrees, and 3 desserts. You may bring as many attendees as you like; however the number of dishes will not change – one of each item will be served. Please reference our Tasting Policy.

Who should I be expected to give a gratuity payment?

Outside of Renaissance Reno Downtown Hotel services, the gratuity for your vendors is entirely up to you. We recommend the following gratuity guidelines based on the services that are provided:

Minister/Officiate - \$25.00-\$100.00

Photographer or Videographer - \$25.00 per hour of service

Single Musician - \$25.00 for one hour of service. Quartet or Multiple Musicians will depend on the length of service and what type of musicians

D.J. - \$50.00-\$100.00

Hair and Make-up – 20% of services

Wedding Planner – \$100.00-\$300.00

These are traditional guidelines, if you feel vendors have spent quality time with you or gone out of their way for special requests you can adjust the gratuity per situation.

The best man, father, groomsmen, or a responsible party can pass out the gratuities on the wedding day or your Planner can also pass them out. The gratuities should be cash and separated into marked envelopes. They go directly to the person providing the services. It is easiest to bring the gratuities to your Planner the day before the wedding so you don't have to worry about them on your wedding day.

When can my group access to the hotel ceremony & reception facilities?

If you have guests or if you yourself would like to decorate or have access to the facility before the event you will need to arrange the time with your Sales Manager thirty days in advance. There may be another event scheduled before yours, so the room access timeline is limited to one hour.

How much should I budget for a hosted bar?

There are many ways to host a bar. You can have a cash and carry bar open for guests if your budget does not allow for hosting. The set-up fee is \$200.00 per bar, per 75 guests. You can also host beer, wine, well drinks, premium drinks or any combination. You have a choice of putting a monetary limit on the tab. Or, if you would like to host a full bar, a good start would be to budget for \$18.00 - \$30.00 per person, per hour. It depends on your group and if you are hosting a champagne toast or any other alcoholic drinks.

Can I bring my own beer or wine?

We do not allow beer or kegs to be brought in; as well as we do not permit any outside wine; even for corkage. If you have a special bottle meant for the bride and groom, please consult your Sales Manager at least 14 days prior to your arrival. We do not allow any sort of liquor to be brought into our hotel for events. Guests bringing in outside alcohol will be asked to leave the event and/or contents will be confiscated. At will, we reserve the right to access a fee of \$1,000.00 or more for any outside beverage brought on premise.

Can I bring in my own food?

Renaissance Reno Downtown Hotel does not allow any outside food to be brought into any event premise. You may be allowed to bring in your own wedding cake with prior permission from your sales manager. A cake service fee of \$5 per person will be required.

Can I take food to-go at the end of the night?

No to-go food is allowed. This is in violation of the County Health Code.

When do I pay for the event, and when do I need to give the Sales Manager my attendance and final information?

Payment in full is required fourteen days in advance. Also required fourteen days in advance is your final guaranteed number of guests, meal selections, and any and all final details, arrangements and décor instructions. It's best to guarantee the number of attendees that have RSVP'd, then if you find you have a few more people as you get closer to the date of your event you may be able to add them on as long as you make arrangements at least 72 hours in advance with your Sales Manager. You may increase your count up to 10% 72 hours in advance; though you may not decrease your guaranteed number. In making arrangements with your Sales Manager at least 72 hours in advance, Renaissance Reno Downtown Hotel reserves the right to decline additions. Not all additions can be accommodated; especially if over 10% of the guaranteed guest count.

Remember, once you add on, we will charge you for the meals and they not cancelable or transferable.

Final details are required to be finalized and discussed with your Sales Manager at least 14 days prior to your wedding. Details and arrangements that have not been discussed and approved by your Sales Manager may not be accommodated.

Does Renaissance Reno Downtown Hotel have a sound system I can use for music?

You will be responsible for providing your own DJ or Musician. A sound system with MP3 capabilities may be rented from the Renaissance Reno Downtown Hotel's preferred Audio Visual Company, AVMS directly. Please make arrangements in advance and if you are not hiring a professional DJ or Musician. Microphones for toasts and other announcements must be rented through AMVS if your DJ or Musician is not providing them for you. You must provide your own Master of Ceremonies (MC). Renaissance Reno Downtown Hotel personnel will not be making announcements for you.

What happens if I am late for my event?

You should not let your ceremony or arrival time for your reception run more than fifteen minutes late under any circumstances. It is insensitive for your guests, as well as your vendors. Many officiates, photographers, musicians, etc. have another event booked after yours and may have to leave for another obligation if you are late. Also, if you have booked a photographer for 1 hour, their time starts at the scheduled event time, and you may lose the opportunity to have memorable photographs taken.

Being late also disrupts the culinary service as they have a scheduled time for food service and may not be able to change the schedule to a later time. Your reception may not be able to run later than the scheduled end time so you will lose reception time due to tardiness. Renaissance Reno Downtown Hotel is not responsible for any unavoidable tardiness to the start of your event such as an accident or other force majeure, and may not be able to amend your time. To avoid being late for a ceremony, have your wedding party plan on arriving to the hotel thirty to forty-five minutes prior to the scheduled start time. The married couple should be dressed, prepared, and ready to go thirty minutes prior to the start time. Have a responsible party be in charge of bringing the marriage license and the rings to the ceremony location. If you have children in the ceremony have an adult be in charge of making sure they are ready to go and have all of their ceremony items (pillow, baskets, etc.). It's best to remind the wedding party to drink plenty of water and stay hydrated as well as eat something before the ceremony.

What is required of my vendors?

All vendors (i.e. photographer, DJ, florist, baker, etc.) must possess a Washoe County Business License and hold liability insurance in order to come on Renaissance Reno premises. All vendor names and contact information must be provided to your sales manager no less than 14 days prior to arrival. They will be required, if they have not worked at Renaissance Reno within the last year, to provide copies of their Business License and Insurance information for Renaissance Reno to keep on file.

Vendors are expected to have their own transportation carts, set-up materials, and equipment. They will be expected to follow all rules and regulations of the hotel at all times. Vendors are not permitted to consume alcohol at any event while working.

weddings

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