



INN AT
BAY HARBOR

AUTOGRAPH COLLECTION®
HOTELS

WEDDINGS

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OUR HOTEL

Nestled on the shores of Lake Michigan, the Inn at Bay Harbor takes old world romance and mixes it with modern day luxury.

From our sweeping, scenic lawns to stately and elegant event rooms, the wedding of your dreams awaits you here.

With newly renovated guest rooms, a full-service spa and salon on site, an experienced events team, and award-winning services, Inn at Bay Harbor offers an unrivaled setting in which to celebrate your everlasting love.

When it comes to tying the knot, Inn at Bay Harbor Certified Wedding Planners are experts.

Offering complimentary services, they handle all of the event details and work closely with you and your own wedding planner to make sure your special day is exactly as you imagine it - perfect.

You have a love like no other. Watch your dream wedding come to life at a place like no other, the Inn at Bay Harbor.



CEREMONY

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.



— CEREMONY —

LAKE LAWN

— *Seasonal* —

The breathtaking panoramic view of Little Traverse Bay accented by the sparkle of clear waters and our million dollar sunsets offers a striking backdrop as you become a married couple. Allows seating for up to 175 guests.

BAY HARBOR GOLF CLUB

— *Seasonal* —

Overlooking the sweeping shoreline bluffs of The Quarry golf course and Little Traverse Bay. Allows seating for up to 150 guests.

ARLINGTON BALLROOM

Located in the lower level of the Inn, the 3,000 square foot ballroom allows seating for up to 175 guests.



RECEPTION

After you've officially tied the knot, it's time to celebrate! Our comprehensive Reception Packages include hors d'oeuvres, dinner, and drinks, and can be enhanced and customized to your tastes.

There's nothing left to do but enjoy the delicious food, toast with distinctive cocktails, and dance the night away.



— RECEPTION —

*Pricing will vary depending on the space selected and time frame needed;
please consult with your Sales Manager for availability and pricing.*

THE SAGAMORE ROOM & TERRACE

The Sagamore Room is an elegantly appointed dining room with a bank of French doors overlooking Lake Michigan's Little Traverse Bay. The traditional decor with modern flair provides a beautiful backdrop for your reception. Plus, let your guests take in the fresh lake air with connected brick-paver terrace. Allows seating for up to 125 guests with signature chairs. Maximum seating of 175 guests allowed with upgraded chiavari chairs, specific layout required.*

BAY HARBOR GOLF CLUB

— Seasonal —

Overlooking the sweeping shoreline bluffs of The Quarry course and Little Traverse Bay. Allows seating for up to 150 guests.

ARLINGTON BALLROOM

Located in the lower level of the Inn, the 3,000 square foot ballroom allows seating for up to 175 guests.

**Contact your Sales Manager for details.*



INCLUDED

—*With all packages*—

PREMIUM BAR PACKAGE

CLASSIC WHITE NAPKINS & NON-FLOOR LENGTH TABLE LINENS

SIGNATURE CHAIRS

TABLES FOR GIFTS, CAKE, AND GUESTBOOK

DINING TABLES, GLASSWARE, FLATWARE, CHINAWARE

SET-UP AND TEAR DOWN OF INN AT BAY HARBOR ITEMS

DANCE FLOOR

VALET PARKING FOR THE WEDDING GUESTS

WEDDING NIGHT SUITE ACCOMMODATIONS FOR THE HAPPY COUPLE

Including romantic amenity delivered to the honeymoon suite on the wedding night

SPECIAL ROOM RATES FOR WEDDING GUESTS

*Complimentary items are subject to change based on sales contract negotiations.

For optimal quality, food is displayed for a maximum of 90 minutes. Unless noted, prices are per person and subject to change without notice. Substitutions may be made based on product availability at any time without notice.

Prices do not include 6% State Tax or 22% Service Charge.

TIER I

INCLUDES PREMIUM BAR

— 145 per person —

HORS D'OEUVRES

— Please select 3 —

MOZZARELLA TOMATO SKEWERS

GREAT LAKES WHITEFISH MOUSSE

On Cucumber Discs

MUSHROOM TARTLETS

Wild Mushroom Duxelle, Asiago Cheese

PORK POT STICKERS

Sweet Soy Sauce

CHEVRE STUFFED OLIVES

FIRST COURSE

— Please select 1 —

CAESAR SALAD

Romaine, Tomatoes, Shaved Parmesan Reggiano, Classic Caesar Dressing

MIXED GREEN SALAD

*Organic Mixed Greens, Tomatoes,
Red Onions, Cucumbers, Carrots, Balsamic Vinaigrette*

TOMATO BISQUE

ENTRÉE

— Pre-selected choice of Entrée —

FRENCHED CHICKEN

Otto's Farm Free Range Breast, Pan Roasted, Lemon-Basil Pesto

GREAT LAKES WHITEFISH

Tomato-Caper Relish, Citrus Beurre-Blanc

BRAISED BEEF SHORT RIB

Red Wine Demi-Glacé

COCONUT QUINOA

Red Quinoa, Seasonal Vegetables, Pea Shoots, Coconut Curry Sauce

TIER 2

INCLUDES SELECTION OPTIONS FROM ALL TIER 1 ITEMS

— 165 per person —

HORS D'OEUVRES

— Please select 4 —

BACON-WRAPPED SHRIMP

SMOKED SALMON RYE CROSTINI

ROASTED VEGETABLE & GOAT CHEESE CROSTINI

SHRIMP SHOOTERS

Cocktail Sauce

TERIYAKI BEEF TIPS

FIRST COURSE

— Please select 1 —

NORTHERN MICHIGAN SALAD

*Organic Mixed Greens, Dried Cherries, Apple Slivers, Strawberries,
Goat Cheese, Spiced Pecans, Fig Vinaigrette*

WEDGE SALAD

*Baby Iceberg, Tomatoes, Red Onion, Cajun Bacon Crumbles,
Roquefort Bleu Cheese, Smoked Bleu Cheese Dressing*

WILD MUSHROOM BISQUE

ENTRÉE

— Pre-selected choice of Entrée —

ROSEMARY THYME ROASTED PORK LOIN

Jus Cranberry Reduction

GRILLED SHRIMP WITH GARDEN PASTA

Linguini, Seasonal Local Vegetables, Gulf Shrimp, Crème Sauce

GRILLED SALMON

House-Made Barbeque Sauce

SEARED FILET MIGNON

Demi-Glacé

TIER 3

INCLUDES SELECTION OPTIONS FROM TIER 1 AND TIER 2 ITEMS

— 185 per person —

HORS D'OEUVRES

— Please select 4 —

POACHED PEAR, PROSCIUTTO &
GOAT CHEESE CROSTINI

OYSTERS ON THE HALF SHELL

BEEF TENDERLOIN DIANE BITES
Brandy Cream, Mushroom, Shallot, Whole-Grain Mustard

FIRST COURSE

— Please select 1 —

CAPRESE SALAD
Heirloom Tomatoes, Fresh Basil, Balsamic Reduction

LOBSTER BISQUE

ENTRÉE

— Pre-selected choice of Entrée —

BRAISED LAMB SHANK
Balsamic Crimini Mushroom Sauce

GREAT LAKES WALLEYE
Sautéed, Lemon-Caper Beurre-Blanc

LOBSTER TAIL

USDA PRIME DELMONICO

— TIER 1, TIER 2, AND TIER 3 —

ENTRÉE PAIRINGS

STARCH

— *Please select 1* —

LOADED BAKED POTATOES

ROASTED FINGERLING POTATOES

FINGERLING POTATO SUCCOTASH

GARLIC WHIPPED POTATOES

SMASHED YUKON POTATOES

CANAROLI RISOTTO

RED QUINOA

VEGETABLES

— *Please select 1* —

HARICOTS VERTS

BROCCOLI

ASPARAGUS

SAUTÉED SNAP PEAS

MICHIGAN ROOT VEGETABLES

— RECEPTION —

PRESENTATIONS

CRUDITÉ

Variety of Seasonal Vegetables such as Carrots, Bell Peppers, Squash, Celery, Cherry Tomatoes, and Cucumbers served with Hummus

TWENTY-FIVE PEOPLE · 125 FIFTY PEOPLE · 250

TROPICAL FRUIT

Fresh Seasonal Fruits such as Cantaloupe, Watermelon, Pineapple, Strawberries, and Grapes served with Yogurt Dip and freshly Whipped Cream

TWENTY-FIVE PEOPLE · 135 FIFTY PEOPLE · 265

ARTISAN CHEESE

Fresh Fruit, Pepperidge Farm® Crackers, and Candied Nuts

TWENTY-FIVE PEOPLE · 135 FIFTY PEOPLE · 250

SHRIMP COCKTAIL

Lemon, Horseradish Cocktail Sauce

PER DOZEN · 56

BRIE EN CROUTE

Crackers and/or Crostini

TWENTY-FIVE PEOPLE · 75 FIFTY PEOPLE · 100

CHARCUTERIE

Sliced Meats and Cheeses such as Smoked Cheddar, Paradiso, and Gruyere, served with Pickled Asparagus, Marinated Olives, Crostini, and Crackers

TWENTY-FIVE PEOPLE · 250 FIFTY PEOPLE · 500

SUSHI DISPLAY

California Roll, Spicy Tuna Roll, Veggie Roll, Steak Roll

CHOOSE UP TO THREE ROLLS FIFTY PEOPLE · 250

ICE SCULPTURE

Display Your Reception Presentation on a Custom-Made Ice Sculpture

MARKET PRICE

For optimal quality, food is displayed for a maximum of 90 minutes. Unless noted, prices are per person and subject to change without notice. Substitutions may be made based on product availability at any time without notice. Prices do not include 6% State Tax or 22% Service Charge.

— DESSERT —

ENHANCEMENTS

PIE STATION · 15 per person

*Apple, Cherry, Blueberry, Peach, Lemon, or Chocolate
Served with Murdick's Ice Cream*

SWEET TREATS DISPLAY · 15 per person

*Assorted Chocolate Truffles, Mini Cheesecake, Trifles, Chocolate Mousse,
Chocolate Covered Strawberries, and Caramel Apples*

S'MORES STATION · 6 per person

Graham Crackers, Marshmallows, and Hershey® Chocolate Bars

CHOCOLATE COVERED STATION · 8 per person

Strawberries, Bacon, Rice Krispy Treats, Marshmallows, Apple Slices

HOUSE-BAKED COOKIE DISPLAY · 6 per person

Variety of Freshly Baked Inn at Bay Harbor Cookies

*\$150 fee per carver or attendant (recommend one per 80 guests).

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— AFTERGLOW —

LATE NIGHT SNACK

Served 9-11pm

TACO STAND · 15 per person

*Marinated Grilled Chicken and Spiced Ground Beef with Soft and Hard Taco Shells,
Chopped Lettuce, Shredded Jack Cheese, Sour Cream, Guacamole, Jalapeños,
Onions, Pico de Gallo, and Tortilla Chips*

FISH TACOS WITH MANGO SALSA · 5 per person

SOUTH OF THE BORDER · 10 per person

Tortilla Chips, Salsa, Guacamole, and Warm Queso Dip

DETROIT CONEY STOP · 14 per person

*Hot Dogs and Buns with Coney Chili, Pickle Relish, Ketchup,
Mustard, Onions, French Fries, and Cheddar Cheese Sauce*

PIZZA · 8 per person

Served by the Slice with Up to Two Toppings. Additional Toppings, \$0.50 Each.

WING STATION · 10 per person

*Boneless Buffalo Wings, Celery, and Carrot Sticks with
Bleu Cheese and Ranch Dressings*

Unless noted, prices are per person and subject to change without notice.
Substitutions may be made based on product availability at any time without notice.
Prices do not include 6% State Tax or 22% Service Charge.



— RECEPTION —

BAR PACKAGES

PREMIUM BAR

Included with Tier 1, Tier 2, and Tier 3 Packages

ENHANCEMENTS

MICHIGAN SELECT BAR PACKAGE · *5 per person*

PLATINUM BAR PACKAGE · *10 per person*

SIGNATURE COCKTAIL · *2 per person for one, 3 per person for two*
Let us create a signature cocktail that captures your personality.

All Bar Packages Include Soft Beverages, Coffee, and Selection of TAZO Teas.

**One bar will be added per 100 guests. Bar Set-up fee of \$150 applied to each bar. Bar set-up fee includes one bartender, non-alcoholic beverages, mixers, and garnishes. Beverage selections are subject to change without notice based on availability. Bars set-up in outdoor event spaces will utilize plastic cups. Prices subject to change without notice. Substitutions may be made based on product availability at any time without notice. Prices do not include 6% State Tax or 22% Service Charge.

— RECEPTION —

PREMIUM BAR

INCLUDED WITH TIER 1, TIER 2, AND TIER 3 PACKAGES

LIQUOR

*Tito's Vodka, Tanqueray Gin, Captain Morgan Rum, Jack Daniels Tennessee Whiskey,
Chivas Regal Scotch, Maker's Mark Bourbon, El Jimador Reposado Tequila*

BEER

— CHOOSE THREE —

*Budweiser, Bud Light, Coors Light, Labatt Blue, Michelob Ultra, Miller Lite,
Blue Moon, Beck's N/A, Corona, Heineken, Founder's All Day IPA,
New Belgium Fat Tire, Seasonal Michigan Micro Brew*

RED WINE

— CHOOSE TWO —

*Chateau Bianca Pinot Noir, Rabble Merlot, Lange Twins Cabernet,
Hector Durigutti Malbec*

WHITE WINE

— CHOOSE TWO —

*Kono Sauvignon Blanc, Sonoma Cutrer Chardonnay, Tomassi Le Rosse Pinot Grigio,
Chateau Grand Traverse "Late Harvest" Reisling*

SPARKLING

— CHOOSE ONE —

Bianca Vigna Prosecco, Veuve Ambal Rosé

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— RECEPTION —

MICHIGAN SELECT BAR PACKAGE

— 5 per person —

LIQUOR

*Gypsy Vodka, Gypsy “Petoskey Stone” Gin, Gypsy “Mackinac Island” Rum
Journeyman Bourbon, Traverse City Whiskey Co. Whiskey,
Cabresto Tequila Reposado*

BEER

— CHOOSE THREE —

*Founder’s All Day IPA, Short’s Local’s Light, Petoskey Brewing Horny Monk,
Bell’s Pale Ale, Seasonal Michigan Micro Brews*

RED WINE

— CHOOSE TWO —

*Black Star Farms Pinot Noir, Black Star Farms Cabernet Franc,
Shady Lane Blau Fränkisch, Chateau Fontaine Woodland Red*

WHITE WINE

— CHOOSE TWO —

*Black Star Farms “Sur Lie” Chardonnay, Chateau Grand Traverse “Late Harvest” Reislíng,
Black Star Farms Pinot Blanc*

SPARKLING

— CHOOSE ONE —

M. Lawrence “Sex” Brut Rose, L. Mawby Blanc de Blanc

**One bar will be added per 100 guests. Bar Set-up fee of \$150 applied to each bar. Bar set-up fee includes one bartender, non-alcoholic beverages, mixers, and garnishes. Beverage selections are subject to change without notice based on availability. Bars set-up in outdoor event spaces will utilize plastic cups. Prices subject to change without notice. Substitutions may be made based on product availability at any time without notice. Prices do not include 6% State Tax or 22% Service Charge.

— RECEPTION —

PLATINUM BAR PACKAGE

— 10 per person —

LIQUOR

*Grey Goose Vodka, Chopin Vodka, Hendrick's Gin, Pyrat XO Rum, Crown Royal,
Macallan 12 Year Scotch, Ardbeg 10-Year Scotch, Glenfiddich 14 Year Scotch,
Woodford Reserve Bourbon, Patron Silver Tequila*

BEER

— CHOOSE THREE —

*Budweiser, Bud Light, Coors Light, Labatt Blue, Michelob Ultra
Miller Lite, Blue Moon, Beck's N/A, Corona, Heineken,
Founder's All Day IPA, New Belgium Fat Tire, Seasonal Michigan Micro Brew*

RED WINE

— CHOOSE TWO —

*David Bruce Pinot Noir, Blacksmith Cabernet, Duckhorn Merlot,
Scott Harvey Zinfandel, Chateau Clarke Bordeaux*

WHITE WINE

— CHOOSE TWO —

*Cakebread Sauvignon Blanc, Fisher Vineyards Chardonnay,
Anne Amie Pinot Gris, Domaine Jean Chartron Saint-Aubin 1er Cru Puligny-Montrachet*

SPARKLING

— CHOOSE ONE —

Veuve Clicquot "Yellow Label," Veuve Clicquot "Rosé"

**One bar will be added per 100 guests. Bar Set-up fee of \$150 applied to each bar. Bar set-up fee includes one bartender, non-alcoholic beverages, mixers, and garnishes. Beverage selections are subject to change without notice based on availability. Bars set-up in outdoor event spaces will utilize plastic cups. Prices subject to change without notice. Substitutions may be made based on product availability at any time without notice. Prices do not include 6% State Tax or 22% Service Charge.



DETAILS

*Hosting an unforgettable celebration is all in the thoughtful details.
With these menu additions, there's something to delight each guest,
a delicious way to thank them for being part of your special day.*

— THE DAY-OF —
PRE-WEDDING

PACKAGES

Includes Two Hours of Private Service

SERVES 10-12

SWEET START

— 450 —

SPECIALTY STARBUCKS COFFEE BEVERAGES, ORGANIC TEAS,
BOTTLED WATER

MIMOSA TRAY

Two Bottles of Prosecco, Pure Orange Juice, Raspberry Skewers

CHOCOLATE-COVERED STRAWBERRIES AND SEASONAL FRUIT

INN AT BAY HARBOR CHERRY GRANOLA PARFAITS

BRUNCH BOARD

*Freshly Baked Lottie's Bagels, Smoked Salmon, Whipped Herb Cream Cheese, Capers,
Assorted Vegetables, Hard Boiled Eggs, Lemon Hummus, Capocollo, Artisan Cheeses, and Crackers*

WARMED BRIE

Honey-Walnut Glaze

GOURMET FLATBREAD

Creamed Brie, Peach Preserves, Proscuttio, Arugula, Fontina Cheese

PREP PARTY

— 400 —

ASSORTED SODAS, BOTTLED WATER

BLOODY MARY BAR

Tito's Vodka, House-Made Bloody Mix, Pickle Spears

12 DOMESTIC BOTTLED BEERS ON ICE

SALTY WITH A TOUCH OF SWEET PLATTER

Kettle Chips, Bleu Cheese Dip, Crudité, Olives, Marcona Almonds, Chocolate Bars

ASSORTED GOURMET DELI SANDWICHES

Special dietary requests can be accommodated with proper notice, and may incur a fee. Prices subject to change without notice.
Substitutions may be made based on product availability at any time without notice. Prices do not include 6% State Tax or 22% Service Charge.

— THE DAY-OF —
PRE-WEDDING

“MAKE IT OFFICIAL” TOAST

— 50 —

Mini-celebration delivered for Bride, Groom, Witnesses, and Officiant
to enjoy during Marriage License signing.

PROSECCO

SNACK PLATE

Fresh Fruit, Artisan Cheese, Crackers

PACKAGE ENHANCEMENTS

THE PURPLE BEET ORGANIC SMOOTHIES · *12 each*

ORGANIC COLD-PRESSED JUICES · *9 each*

CRAFT BEER · *7 each*

Special dietary requests can be accommodated with proper notice, and may incur a fee. Prices subject to change without notice.
Substitutions may be made based on product availability at any time without notice. Prices do not include 6% State Tax or 22% Service Charge.

— THE DAY-AFTER —

BREAKFAST

CREATE YOUR OWN BUFFET · 25

*Served with Scrambled Eggs, Chilled Orange Juice, Fresh Fruit and Berries,
Freshly Brewed Starbucks® Regular and Decaf Coffee, Assorted TAZO® Teas*

— CHOOSE TWO —

Bacon, Sausage, Canadian Bacon, Ham, Turkey Sausage

— CHOOSE ONE —

Breakfast Potatoes, Herb Roasted Red Skin Potatoes, Hash Browns

— CHOOSE THREE —

*Danish Pastries, Scones, Biscuits, Bagels, Assorted Muffins, Cinnamon Rolls,
Sweet Breads, Cranberry Walnut Loaf, Sliced Breakfast Breads*

— CHOOSE ONE —

Oatmeal, Kellogg's® Cereals, and Chilled Milk, Yogurt Parfaits

ENHANCEMENTS

BRUNCH BAR · 15 per drink

Mimosas, Screwdrivers, and Bloody Mary's

OMELET STATION · 5 per person

*Build Your Own Omelet, Chef Attended***

WAFFLE STATION · 5 per person

House-Made Batter, Fresh Fruit, Whipped Topping

*An additional \$150 will apply for buffets serving less than 25 guests. **Chef attendant is \$150 per chef (1 chef per 75 guests).
For optimal quality, food is displayed for a maximum of 90 minutes. Unless noted, prices are per person and subject to change without notice.
Substitutions may be made based on product availability at any time without notice. Prices do not include 6% State Tax or 22% Service Charge.



JUST FOR YOU

You're a couple like no other, as unique as a Petoskey stone, and we want to ensure our world-class services are tailored to you! Any menu or enhancement can be customized to your liking. We're here to make your day exactly what you've always dreamed of. Ask our Certified Wedding Planners about creating a menu designed just for you.

ADDITIONAL INFORMATION

CEREMONY

Pricing will vary depending on the space selected and time frame needed; please consult with your Sales Manager for availability and pricing. We are also delighted to recommend popular ceremony venues near the hotel.

PARKING

Complimentary self and valet parking is available at the main hotel entrance. Valet gratuity is appreciated.

GIFT DELIVERIES

A charge of 3 per gift is applicable for gift deliveries. Please consult your Inn Certified Wedding Planner to assist in arranging this service.

GUEST COUNT

Your final guarantee of attendance is due 72 business hours prior to the event. At that point, it is possible to increase the guest count 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 22% taxable service charge and applicable state sales tax will be added to all food and beverage charges as well as any audiovisual equipment charges and function room set-up/rental fees.

MENU TASTING

Once a contract is signed, we will be delighted to set a time for a menu tasting. Please consult your Inn Certified Wedding Planner for availability.*

AUDIOVISUAL SERVICES

Inn at Bay Harbor's exclusive AV provider is Oncore AV, who provides stunning audiovisual services. A representative from Oncore AV will work with you one on one to provide stunning audiovisual services to fit your specific needs, making your event even more memorable.

**Some blackout dates apply*

GENERAL INFORMATION

FOOD & BEVERAGE POLICY

Enclosed for your consideration are a range of suggested menus. Please bear in mind that these selections are merely an example of the services that our catering and event staff are able to provide. We welcome the opportunity to create custom menus to meet the needs and suit the preferences of your guests. No food and beverage of any kind is permitted to be brought into banquet event spaces. Food and Beverage is not permitted to be removed from the hotel's banquet event area. Inn at Bay Harbor is the only licensed authority to sell and serve alcohol on the premises. Therefore, by law, it is not permitted to bring alcohol into the Inn at Bay Harbor by outside vendors or individuals. The Hotel reserves the right to refuse service to any guest that is under 21 years of age, appears to be under age, without legal identification, or appears to be intoxicated. Inn at Bay Harbor reserves the right to request the removal of any alcoholic beverage brought into the hotel's banquet facilities. Parents/Adults cannot legally serve children/minors. A twenty-five person minimum is required for all buffets. For optimal quality, food is displayed for a maximum of ninety minutes. Menu item substitutions may be made based on product availability at any time without notice. All beverages served/consumed in any outdoor banquet event space will be served in plastic.

GUARANTEE POLICY

A minimum guarantee must be received (3) three working days prior to the event. If no guarantee is received at the appropriate time, the expected number will become your guarantee and charges will be billed accordingly. Complete menus for group sponsored food and beverage functions should be submitted to the Event Manager at least 28 days prior to the main date of group arrival to allow food ordering. Failure to submit requested menus prior to the 28-day cutoff may encounter substitutions based on market availability. All charges will be based on the guaranteed count, or the actual number of guests served, whichever is greater. If additional guests attend, the bill will reflect the guarantee count plus the additional guests. The culinary department will only prepare for an additional 5% attendance over the guarantee the day of the event, therefore proper notification of guest count is imperative to the success of the event.

PRICING POLICY

To qualify for tax exemption the organization must provide a valid Michigan tax exemption certificate prior to the event date and payment must match name on exemption form. All prices are subject to change without notice. All prices are subject to 6% State Tax and 22% Service Charge. Children under 12 will be charged 75% of the posted adult menu price or may eat a recognized Children's Entrees. Children 3 and under will not be considered in the final billing and therefore dine at no cost to you.

(Continued on Next Page)

GENERAL INFORMATION

BANQUET ROOM POLICY

The hotel reserves the right to inspect and control all private functions. It is policy that all time schedules entered on the contract are enforced. The hotel reserves the right to change the location of your event to a more suitably sized area should the anticipated attendance significantly increase or decrease. Guest agrees to be responsible for any damage or loss of any merchandise or articles left in the hotel prior to, during, or after your event. The hotel does not assume any responsibility for the damage or loss of any merchandise or articles left in the hotel prior to, during, or after your event. Liability for damage to the premises will be charged to the representative making arrangements through the Sales or Events office. Scotch tape, screws, staples, nails, push pins, or potentially damaging fasteners may not be used to hang signs or other materials on walls in public areas or banquet event space. Glitter is not permitted in any hotel space.

NOISE POLICY

All bands, DJ's, and any other form of entertainment must end at 11:00pm. Management may request the volume be turned down prior to the ending time if disrupting to other hotel guests. If not compliant, a \$1,000 fine will be charged.

PARKING LOT POLICY

Delivery/Equipment/Vendor vehicles are not to be parked in guest areas, including the circle drive unless being unloaded or loaded.

OUTSIDE VENDOR/CONTRACTOR POLICY

The hotel reserves the right to advance approval of all outside vendors and their contracted services including but not limited to electrical requirements and specs.

SIGNAGE POLICY

Minimum pre-approved and pre-arranged signage is permitted in the public areas and grounds. The signage must be prepared by a professional vendor/contractor. It must meet hotel standards and requirements (handmade, inked signs are not permitted) and must be removed immediately upon conclusion of the meeting for which it has been used. All event signage is limited to private function areas. No signage is permitted in the main lobby.

AUDIOVISUAL POLICY

Inn at Bay Harbor's exclusive AV provider is Oncore AV, who provides stunning audiovisual services. A representative from Oncore AV will work with you one on one to provide stunning audiovisual services to fit your specific needs, making your event even more memorable.



— INN AT BAY HARBOR —

PREFERRED VENDORS

At Inn at Bay Harbor, we take special care of our guests and their needs. Our expertise in making your special day even more special extends to helping you choose all the right enhancements to your wedding day.

Here is a list of our preferred vendors who have successfully worked with our resort to ensure only the very best service for our guests. Please feel to free to consult with us to make the perfect match.

TRANSPORTATION

BLUE LAKES BY THE BAY
231.932.1065
bythebaytc.com

BAY TO BAY SHUTTLE
231.373.5797
baytobayshuttle.com

MACKINAW SHUTTLE
888.349.8294
info@mackinawshuttle.com
mackinawshuttle.com

MACKINAW TROLLEY COMPANY
866.651.5474
mtc@mackinawtrolley.com
mackinawtrolley.com

BAKERIES

BELLA E DOLCE
231.625.8232
upnorth@bellaedolce.com
bellaedolce.com

SIMPLY SWEET BY JESSICA
231.622.8322
simplysweetbyjessica.com

THE BOW TIE BAKER
231.838.0135
tracy@thebowtiebaker.com
thebowtiebaker.com

PHOTOGRAPHERS

DAN STEWART PHOTOGRAPHY

231.715.1125

danstewartphotography.com

WEBER PHOTOGRAPHERS

231.631.4891

hello@weberphotographers.com

weberphotographers.com

CENTER OF ATTENTION PHOTOGRAPHY

Erika Blackwell

231.549.2038

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MICHAEL MURPHY IV PHOTOGRAPHY

231.499.3114

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STEPHANIE BAKER PHOTOGRAPHY

231.881.0703

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COURTNEY KENT PHOTOGRAPHY

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PAUL RETHERFORD
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WEDDING ARTISTS

PATRICK WISE STUDIO

231.715.1125

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