

CROWNE PLAZA BATON ROUGE WEDDINGS



Let us provide a perfect ending to your new beginning.

Congratulations on your engagement and thank you for your interest in the Crowne Plaza Executive Center. The qualified staff at the Crowne Plaza Executive Center strives to create a wonderful and unique experience for your special day.

Pre and Post Wedding Events

At the Crowne Plaza Executive Center, we provide possibilities for all of your wedding events, not only the ceremony and reception. If your wedding events begin with a wedding shower, bridal brunch, or rehearsal dinner, we can provide the menus and atmosphere to make the moments unforgettable.

WEDDING SITES



The Patio Lounge

The Patio Lounge offers a wonderful backdrop for a cocktail hour or social for your guests before the start of your reception. With the soothing tones of the fountain or the melodies from our very own Player Piano, the Patio Lounge offers the perfect atmosphere for your guests to enjoy a drink and prepare to enjoy the festivities to come.



The Premier Ballroom

Our Premier Ballroom is elegant and versatile, with the ability of being divided into three different sections. The entire ballroom spans approximately 15,000 square feet. Our experienced wedding coordinator will take into consideration your guest list, ceremony or reception details, and more to ensure that you have the right amount of space for your day.



The Cypress Ballroom

Ideal for a smaller ceremony and/or reception, our Cypress Ballroom provides an intimate space to celebrate your special day and future happiness with your closest friends and family. Cypress Ballroom can be divided into two separate sections and features 6,000 square feet.

Offsite Catering

Our Offsite Catering Company, Crowne Catering, can provide full service catering at the location of your choice. Listed are some venues we have created events:

Rural Life | Old Governor's Mansion | LSU Arboretum | LSU Museum | Old State Capitol

CEREMONY & RECEPTION DETAILS

Complimentary Items

Rounds of 8-10 people each with White Table Linens and Napkins

Table Centerpieces · Glass Cylinder Vase with a White Floating Candle & Mirror Tile

Dance Floor – 15' x 18'

Head Table for Bridal Party – On Riser if Preferred

Clothed Skirting for Tables – White

Table or Podium for Guest Book and Registration

Table or Small Stage for DJ or Musical Ensemble

Pipe and Drape Backdrop for Head Table

**Limitations may apply*

Additional Services

Cake Cutting Service · \$125

Bowl Vases for Centerpieces · \$2 Each

Floor Length Table Linens (60" Rounds)
Black, White, or Cream · \$20 per Table

Spandex Cocktail Table Covers
Black · \$12 per Table

Black Table Skirting
\$15 per Table

Black Pipe and Drape · 9' - 16' (Floor to Ceiling)
\$10 per Running Foot

Chair Covers without Sash
White · \$2 per Chair
Chair Sashes · Assorted Colors · \$1 - \$2
(depends on fabric and color)

18" Round Silver Cake Stand · \$22 per Stand

18" Square Silver Cake Stand · \$24 per Stand

Bartender Fee · \$30 per bartender per hour

Guest Room Gift Bag Delivery Fee · \$2 per Item
(*Complimentary if gift bags can be given out at check-in at
Front Desk*)

Audio Visual Package for a Wedding Slideshow · \$300
*Includes: LCD projector, 8'x8' Screen, Audio
Patch, AV Cart, Laptop, AV Technician*

Microphone · \$30 - \$90 (Prices may vary depending
on style of microphone)

Free Standing Audio Speakers · \$100 Each

Colored LED Up-Lights · \$20 - \$40 Each

Intelligent Lighting · \$100 Each

**All prices in US dollars and are subject to applicable tax
and service charge.*

REHEARSAL DINNER

Salads

Choice of One Salad

House Salad with Choice of Dressing

Traditional Cesar Salad

Choice of 1 Entrée

Filet Mignon

8oz Filet Stake Topped with a Port Wine Demi
Glaze

\$42 per guest

Frenched Pork Chop

12oz Pork Chop Topped with an Apple Onion
Compote and Natural Au Jus

\$34 per guest

Crabcake Stuffed Chicken

Chicken Breast Filled with our House Made
Louisiana Crabmeat Stuffing and topped with a
Crawfish Cream Sauce

\$36 per guest

Fresh Gulf Fish

Herb Boiled Gulf Fish with Crab Mornay Sauce

\$35 per guest

Accompaniments

Choice of Two Sides

Mashed Potatoes | Garlic Mashed Potatoes |
Oven Roasted Potatoes | Garlic Roasted Red
Potatoes | Seasoned Rice Pilaf | Wild Rice
Blend | Saffron Rice | Homestyle Green beans
| Green Beans Amandine | Steamed Broccoli |
Sugar Snapped Peas and Red Peppers | Roasted
Brussel Sprouts Seasoned | Vegetable Medley |
Carrots

Served with Dinner Rolls and Butter

Desserts

Choice of One

Creole Cream Cheesecake

Banana Foster Cheesecake

Red Velvet Cake

Bread Pudding

Beverages

Freshly Brewed Coffee | Iced Tea | Lemonade
Iced Water

****All Prices in US Dollars and Subject to Sales Tax & 20 %
Service Charge. Prices May Change Without Notification***

BRIDESMAIDS' LUNCHEON



Fresh Cut Fruit Display
Assortment of
Miniature Scones
Smoked Salmon
Deviled Eggs

English Cucumber with
Smoked Salmon and Cream
Cheese
Chicken Salad Finger
Sandwiches
Assorted Mini Quiche

White Chocolate Drizzled
Brownies
Cupcakes
Lemon Bars

Hot Tea | Coffee | Iced Water | Iced Tea

\$27 per guest

Enhance your Luncheon with our Signature Mimosas Complete with Fruit Accompaniments.

Additional \$12 per guest

SUNDAY BRUNCH

Fresh Cut Fruit Display
Boiled Shrimp
Assortment of Coffee Cake & Pastries
Freshly Scrambled Eggs

Grillades and Grits
Crisp Bacon
Biscuits and Sausage Gravy
Lyonnaise Potatoes

Brunch Enhancements

Fluffy Pancakes with Maple Syrup
French Toast with Maple Syrup
Grilled Asparagus
Benedict
Champagne
Bloody Mary's & Mimosas

\$2 per person
\$2 per person
\$2 per person Eggs
\$5 per person
\$35 per bottle*
\$4 per drink

Champagne price varies depending upon champagne preference.All prices in US dollars and Subject to Sales Tax & 20% Service Charge. Prices may change without notifications.*

HORS D'OEUVRES



Selection of Hors D'oeuvres

All priced per 100 pieces.

Hot Choices

Duck Crepes	\$275
Raspberry Brie en Croute	\$250
Chicken Satay with Peanut Sauce	\$250
Chinese Egg Rolls	\$200
Crab Stuffed Mushrooms	\$300
Spanakopita with Tzatziki Sauce	\$275
Meat Pies	\$200

Cold Choices

Mini Croissant Sandwiches	\$275
Bruschetta	\$250
Ham, Asparagus & Cream Cheese Rolls	\$200
Caprese Skewers – <i>grape tomatoes, fresh mozzarella, fresh basil</i>	\$200
Spicy Crab Mold with Crackers	\$350
Finger Sandwiches	\$220
California Rolls	\$275

Butler Style Hors D'oeuvres

\$20 per hour/per butler

*.**All prices in US dollars and Subject to Sales Tax & 20% Service Charge. Prices may change without notifications.*

Displayed Hors D'oeuvres

Assorted Cheese Display

Assorted Domestic Cheeses
Served with Assorted Crackers

\$6 per person

Add Assorted Sausages-Additional \$4/person

Fresh Fruit Display

Seasonal Fresh Cut Fruit
with Assorted Berries

\$5 per person

Fresh Vegetable Display

Array of Assorted Fresh Vegetables

\$4 per 100 person

Mediterranean Antipasto

Grilled & Marinated Seasonal Vegetables with
Balsamic Glaze, Feta Cheese, Hummus, Roasted
Eggplant with Warm Seasoned Pita Bread

\$12 per person

PLATED DINNERS

Salads

Choice of One Salad

House Salad with Choice of Dressing
Traditional Caesar Salad

Served with Dinner Rolls and Butter

Choice of One Entrée

Filet Mignon

8 oz. Filet of Beef Topped with
Port Wine Demi Glace

\$42 per guest

Frenched Pork Chop

12 oz. Frenched Pork Chop
Topped with an Apple Onion Compote and
Natural Au Jus

\$34 per guest

Chicken Florentine

Chicken Breast Encrusted stuffed
with Spinach and Feta topped with
a Provencale Sauce.

\$34 per guest

Pan Seared Salmon

Topped with Dill and Mango Salsa
\$28 per guest

Creole Mustard Pork Loin

8 oz. Pork Loin with Demi Glace
\$24 per guest

Chicken Rockefeller

Grilled Chicken Breast Topped with
a Spinach and Cream Bechamel
\$24 per guest

Accompaniments

Choice of Two Sides

Mashed Potatoes Garlic
Mashed Potatoes Oven
Roasted Potatoes
Garlic Roasted Red Bliss Potatoes
Seasoned Rice Pilaf
Wild Rice Blend
Saffron Rice

Homestyle Green Beans
Green Beans Amandine
Steamed Broccoli
Sugar Snap Peas with Red Peppers
Roasted Brussel Sprouts Seasoned
Vegetable Medley
Honey Glazed Carrots

Beverages

Freshly Brewed Coffee · Iced Tea · Lemonade · Iced Water

**All Prices in US Dollars and Subject to
Sales Tax & 20% Service Charge. Prices May Change.*

BUFFET DINNER



Salads

Executive—Choice of Two · Lafitte—Choice of Three

Tossed Salad Green with Condiments
Traditional Caesar Salad
Sensation Salad
Strawberry Spinach Salad
Fresh Cut Fruit Bowl

Entrees

Executive—Choice of Two · Lafitte—Choice of Three

Chicken Marsala
Cajun Roasted Pork Loin
Catfish Acadiana
Shrimp or Crawfish Etoufee
Chicken Piccata
Grilled Flank Steak
Shrimp Scampi Bowtie Pasta
Grilled Chicken & Sundried Tomato Penne Pasta

Vegetables & Starches

Executive—Choice of Two · Lafitte—Choice of Three

Seasoned Vegetable Blend	Mashed Potatoes and Gravy Herb
Homestyle Green Beans	Roasted Potatoes
Sugar Snap Peas with Red Peppers	Au Gratin Potatoes
Honey Glazed Baby Carrots	Wild Rice Blend
Broccoli Cheese Casserole	Butter Orzo Pasta

Beverages

Freshly Brewed Coffee · Iced Tea · Lemonade · Iced Water

Executive Buffet **\$34 per guest**

RECEPTION BUFFET PACKAGES



Crowne Reception

3 Cold Selections

3 Hot Selections

Carving Station

\$34

Executive Reception

3 Cold Selections

4 Hot Selections

Carving Station

\$38

Premier Reception

4 Cold Selections

6 Hot Selections

Carving Station

\$46

All packages are replenished for two hours and include your choice of Iced Tea or Sparkling Punch.
A 20% taxable service charge and sales tax will be added.

Cold Selections

Domestic Cheese Display with
Assorted Crackers

Raw and Grilled Crudité

Sliced Fresh Fruit with Berries

Finger Sandwiches

Bruschetta

Spicy Crab Dip

Spinach Dip with Toast Points

Hot Selections

Chicken Alfredo Pasta

Swedish or Barbeque Meatballs

Chicken Drumettes

Chicken Tenders with Honey Mustard Sauce

Crawfish Pies

Meat Pies

Boudin Balls

Fried Catfish Strips

Seafood or Italian Sausage Stuffed Mushrooms

Sesame Pot Stickers

Mini Egg Rolls

Chicken Sate

Carving Station

Honey Glazed Ham

Roast Round or Beef

Mustard Rubbed Pork Loin

Roasted Boneless Turkey Breast

*Served with Silver Dollar Rolls and Appropriate Condiments.

Station Requires a Chef Attendant at \$100 per station for 2 hours.

ADDITIONAL FOOD & BEVERAGES



Specialty Desserts

- Display of Mini Cheesecake **\$250 per 100 pieces**
Choice of Topping: Cherry, Raspberry, Turtle, Chocolate
Chocolate Covered Strawberries **\$275 per 100 pieces**
Display of Assorted Petit Fours **\$250 per 100 pieces**
Fruit Kabobs with Yogurt Dipping Sauce **\$225 per 100 pieces**

Specialty Enhancements

Coffee and Hot Chocolate Bar

White Hot Chocolate,
Regular Hot Chocolate
and Coffee
Served with Mini Marshmallows,
Assorted Creamers, Whipped Cream,
Crushed Peppermint, Cinnamon,
Chocolate Shavings, and Chocolate &
Caramel Syrup
\$4 per person

Popcorn Bar

Freshly Popped Popcorn Served with
an Assortment of
Toppings, Including Salt, Nacho
Cheese Salt, Cinnamon & Sugar,
Ranch Seasoning, BBQ, Buffalo, Etc.
\$3 per person

Ice Cream Sundae Bar

Vanilla and Chocolate Ice
Cream Served with Sprinkles,
Chocolate Shavings, Assorted
Fresh Cut Fruit, Crushed
Cookies, Chopped Nuts,
Whipped Cream, and
Chocolate, Strawberry,
& Caramel Syrups.
\$6 per person

Additional Beverages

- Freshly Brewed Regular and Decaffeinated Coffee, per gallon **\$36**
Freshly Brewed Iced Tea, per gallon **\$28**
Fruit Punch, per gallon **\$30**
Lemonade, per gallon **\$30**
Assorted Hot Tea, per packet **\$3**
Soft Drinks **\$3**
Bottled Water, per 16oz. bottle **\$3**

BEVERAGE OPTIONS



Bartender's Fee

\$30 per hour per bartender

*Bartender Fee is only applicable when bar minimum is not met. Please refer to page 16, "Bar Policy and Services" for more details.

Call Brand Liquors	\$8
Premium Brand Liquors	\$10
Domestic Bottled Beers	\$6
Premium Domestic Bottled Beers	\$7
Imported Bottled Beer	\$6
House Wine by the Glass	\$6
Soft Drinks & Bottled Water	\$3

Hourly Packages

Premium Bar

1 hour \$15

2 hours \$26

3 hours \$34

4 hours \$42

Domestic Wine, Beer and Soft
Drinks

1 hour \$12

2 hours \$18

3 hours \$22

4 hours \$28

Wine Selections

Variety of selections including:

Riesling

Chardonnay

Pinot Grigio

Moscato

White Zinfandel

Cabernet Sauvignon

Pinot Noir

Merlot

Starting at \$35 per Bottle

Champagne

Starting at \$35 per Bottle

Sommelier Select

Allow us to select the wines for your event. We will research the market for the most advantageous pricing at the time to offer you the highest quality wines available in your budget



Personalize your special day by creating a signature drink for your guests to enjoy. Ask your wedding coordinator for details.

**All Prices in US Dollars and Subject to Sales Tax & 20% Service Charge. Prices May Change Without Notification.*

DETAILS TO CONSIDER

Room Rental & Food and Hosted Beverage Minimums

In order to provide you with the most value for the services that we provide, your wedding coordinator will establish a food and hosted beverage minimum based on the date, selected room and anticipated guest attendance for your event. If this minimum is met, the room rental for that particular room will be waived. This is not a package. It is a minimum purchase requirement exclusive of sales tax and service charge. Should you not meet the contracted minimum with your final food and hosted beverage menu selections, the difference between your total purchase (exclusive of sales tax and service charge) and your contracted minimum, will be charged as room rental.

**Room Setup or Service Staff Changes ~ After reception space is set to your contracted specifications and service staff is scheduled to cater your event, any subsequent modifications will incur a minimum fee of \$100.00. The hotel reserves the right to assess greater fees based upon the scope for the changes being made the day of the event.*

Menus

As we are a full service facility, all food and beverage items, excluding your wedding cake, must be purchased through the hotel. We ask that your final menu selections be determined no later than one month prior to your event. Your selections are not subject to change within two weeks of your event date.

Guarantee

It is necessary that your coordinator be informed of the exact number of guests who will attend your event. This guarantee is due no later than 10:00am, at least three full business days prior to your event. The number will be considered a guaranteed minimum, not subject to reduction, and charges will be made accordingly. The hotel will prepare to serve 5% over of your guaranteed number of guests, or 25, whichever is less. If the hotel does not receive your guarantee by 10:00am on the date due, the number on your event order will become your guarantee.

Service Charge/Sales Tax/Prices

All food, hosted beverage, audio visual equipment, and room rental is subject to a 20% taxable service charge and a current 10% sales tax. Prices are subject to change and will not be confirmed until ninety days prior to your event. Taxes are subject to change.

Deposit and Advance Payments

Upon signing your event contract, the hotel requires a completed credit card authorization form and a deposit in the amount of 25% of your designated food and hosted beverage minimum. The credit card authorization form will be kept on file to guarantee contract fulfillment. The remaining balance will be payable in three equal installments with the final balance of your anticipated charges (inclusive of tax and service charge) due one week in advance of your function. Payments may be made via cash, credit card or certified check. Any additional charges incurred during your event are due upon departure. All payments are non-refundable.

Cancellation

Upon signing your event contract, you are responsible for full payment of the cancellation fee, as designated on the contract, equivalent to the food and hosted beverage minimum, plus applicable taxes. Your reception date is non-transferable and cannot be moved to a different date.

Rental or Décor Items

Your wedding coordinator will gladly refer you to preferred suppliers for services that the hotel is unable to provide. (i.e. flowers, specialty linens, entertainment, photography, etc.). Please understand that the hotel offers these recommendations as a service and will not be held responsible for services provided by an outside supplier. *All* items, including rental and personal items, *must* be re- moved at the conclusion of the event. The hotel is not responsible for rental or personal items that are left at the hotel, lost, or damaged.

Entertainment

In order to accommodate all guests in house, and events that may take place simultaneously, we ask that no entertainment begin prior to nine o'clock in the evening. Soft background music is acceptable, so long as it does not create a disturbance for other guests, with written approval from the hotel.

Guest Room Accommodations

We are delighted to offer sleeping room accommodation rates for your guests. Rates will be based on dates and availability. Your onsite wedding coordinator will be pleased to assist you in contracting a block of sleeping rooms to accommodate your guests. The demand for our guest rooms is at a premium throughout the year, therefore, we strongly encourage that reservations be made as early as possible.

Complimentary Accommodations

Our gift to you...upon contract signing for your wedding ceremony and/or reception and based upon hotel room availability, we are excited to offer the Bride and Groom complimentary accommodations in an Executive Level sleeping room on your wedding night. Consult your wedding coordinator for details.

Terms and conditions may apply to special events weekends. Upgrades available based upon availability.

Alcoholic Beverages

The sale and service of all alcoholic beverages is regulated by the Louisiana Office of Alcohol and Tobacco Control. The Crowne Plaza Executive Center is responsible for the administration of those regulations. It is a policy, therefore, that no alcoholic beverages be brought into the hotel from outside sources, and that no alcoholic beverages be served to persons under 21 years of age or past 1:00am.

Bar Policy and Services

Drinks and Services: The Crowne Plaza Executive Center serves a once ounce shot per drink. The Hotel reserves the right to refuse service to guests appearing noticeably intoxicated and will not serve those under the legal drinking age.

Host and Cash Bars: Both are charged on a per drink basis. For a Cash Bar, attendees pay per drink and tip the bartender at their discretion. For a Host Bar, a per drink charge will be billed to the group's master account along with a 20% service fee and applicable tax.

Bar Minimum: Clients may opt to meet a minimum bar sales requirement in order to waive bartender fees. This determination must be made and contracted by the client in advance of service. Minimums are calculated at \$150 in sales for the first hour and \$100 in sales for every hour thereafter, per bartender staffed. If bar sales are less than a contracted bar minimum, the difference will be billed accordingly.

Crowne Plaza Executive Center

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