

# Ceremony and Reception Spaces

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## Elegant Indoor & Outdoor Venues

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The beautiful Virginia wedding venues at Boar's Head Resort provide the perfect backdrop for your ceremony and reception. These dynamic spaces feature special touches that are all at once traditional and modern, appealing to a wide range of wedding visions.

Whether you desire a grand gala or more intimate reception, our exquisite facilities and 600 acres of rolling countryside can accommodate parties of all sizes. For on-site ceremonies, Boar's Head offers indoor and outdoor spaces. Some of our more popular spaces include the Heritage Waterfront, The Overlook, The Arbor Courtyard and two unique ballrooms.







The Green



HAP Patio



Heritage Waterfront



Arbor Courtyard

## Ceremony

Select one location

### The Green

Located in an open field with a lake view, The Green's expansive space and the gentle trickle from the nearby spillway will immerse you in nature.

**CAPACITY: 250 | PRICE: \$2,000**

### HAP Patio

Located outside The Mill Room, our outdoor stone patio is the perfect setting for an elegant and charming ceremony.

**CAPACITY: 50 | PRICE: \$500**

### Heritage Waterfront

Heritage Waterfront encapsulates the romance of Boar's Head Resort, with lakeside views as your backdrop and our scenic arching bridge as the ideal place for photos.

**CAPACITY: 100 | PRICE: \$1,500**

### Arbor Courtyard

A quaint stone path and The Mill Room's picturesque staircase sets the stage for your ceremony in our Arbor Courtyard.

**CAPACITY: 100 | PRICE: \$750**

**All pricing includes outdoor chairs and an indoor weather back-up.**





Pavilion



Ballroom



HAP

## Reception

Select one location

All space includes venue space rental and bar set-up based upon guest count.

### Pavilion

#### CEREMONY & RECEPTION

Our classic Pavilion, the grandest of our ballrooms, can be used for both ceremony and reception and is flexible to the needs of your guests.

**CAPACITY: 120 PER SPACE (x3)**

**RECEPTION: 400 | PRICE: \$3,500**

### Ballroom

The unique fireplace and hardwood floors will make our spacious Ballroom feel intimate and warm for you and your loved ones.

**CAPACITY: 150 | PRICE: \$2,000**

### Hearth, Arbor, Patio (HAP)

Open your reception to the outdoors in the Hearth, Arbor and Patio space where you and your guests can enjoy our rustic interior fireplace with exposed beams from the 1800s, as well as our outdoor stone patio.

**CAPACITY: 100 | PRICE: \$2,700**

# General Information

## THE PLANNING PROCESS

Your wedding planning process consists of two meetings with your wedding manager. The first meeting (three to four months prior to your wedding date) will consist of a complimentary menu tasting to be provided for the couple. Additional guests can attend at an extra charge of \$85, plus 22% service fee and 9.3% tax per person. A second meeting will be scheduled 30 days out to finalize all details. Tasting and planning meetings must be scheduled on Mondays-Fridays, between the hours 11 a.m. and 4 p.m.

## DAY OF WEDDING COORDINATOR

The Boar's Head Resort requires a day of coordination for the day of the wedding. The Boar's Head Resort day of coordination package can be provided at a fee of \$2,500. A group may choose to outsource day of coordination through recommended vendors. That information must be provided to the Boar's Head Resort no later than 90 days prior to arrival. Failure to provide outsourced contact information 90 days prior to the event will cause the group to fall subject to the \$2,500 charged to the master account.

## VENDOR RELATIONS

All vendors on property must be licensed and insured with one million dollars in liability insurance. A full detailed vendor list must be provided to your wedding manager 90 days prior to your event date.

## AUDIO-VISUAL EQUIPMENT

Boar's Head Resort has a "preferred" agreement with Blue Ridge Event Productions to provide all audio visual, rigging, power and internet services within the hotel.

## WEATHER

For the safety of your guests and to ensure a successful event, Boar's Head Resort reserves the right to relocate any scheduled outdoor events indoors due to inclement weather or undesirable weather conditions. Further decisions to move events inside will be made by the following deadlines:

Breakfast: Evening prior

Lunch: Evening prior

Dinner: 9 a.m. day of the event





## FOOD AND BEVERAGE

Boar's Head Resort requests that you select menus and confirm details of all food and beverages no less than 30 days prior to your program dates in order to ensure the availability of your menu options. For budget purposes, please use a 22% service charge and 9.3% Virginia state sales tax. No food or beverage of any kind may be brought into the resort's banquet or meeting rooms by the patron or any of the patron's guests with the exception of wedding cakes. Wedding cakes are not included in packages, however, Boar's Head Resort can provide several preferred cake vendors.

## FOOD AND BEVERAGE ATTRITION POLICY

We agree to allow for a 10% reduction in the anticipated food and beverage minimum outside 30 days prior to the arrival. In the event that the food and beverage revenue falls below the minimum guarantee, liquidated damages will apply.

## ALCOHOLIC BEVERAGES

Boar's Head Resort is the only licensed authority to sell or serve wines, liquors and other beverages for consumption in our function spaces. Bar are based on 1 per 75 attendees.

## GUARANTEES

It is the responsibility of the client to provide a guaranteed number of guests five business days prior to the event. This number may be increased by 10 a.m., two business days in advance of the event, but is not subject to reduction. Final charges will be based on the actual attendance or the final guarantee as submitted, whichever number is greater. Reductions and/or cancellations requested within the five business day's time-frame will be subject to a charge at full price. There will be an additional charge for events with preset food for the overset. In addition, any attendees or food quantity amounts above the guarantee and overset will be charged at 1.5 times the menu price.

## DEPOSITS

A 25% deposit is required to confirm all social events at the time of the signed contract. The following deposit schedule has been set up for your function:

### Date of Signed Contract:

25% of Total Package & Rental Minimum

### 180 Days Prior to Event:

50% of Total Package & Rental Minimum

### 90 Days Prior to Event:

75% of Total Package & Rental Minimum

### 30 Days Prior to Event:

100% of Total Package & Rental Minimum

All deposits received on confirmed events are non-refundable and non-transferable.

## CANCELLATION

In the event of cancellation for any reason, all fees will apply according to the contract schedule.

## FINAL PAYMENT

The total estimated cost of the event is required two weeks prior to the event. Payments may be made with a credit card or check.

## SERVICE CHARGE AND TAX

All costs are subject to applicable service charges and state sales tax. The standard service charge of 22% includes gratuity for all services.

## MINIMUMS

Minimum food and beverage purchases apply to all banquet rooms and outdoor reception sites. A wedding minimum of 50 adults is required.

## PARKING

Boar's Head Resort provides complimentary self-parking for events.

## GUESTS ROOMS AND RATES

Special rates will be offered to your guests when a minimum of five rooms are reserved for a two-night minimum. This block of rooms may be set up through your wedding sales manager. Current applicable resort fees will be applied for each night's stay.

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Owned and operated by  
the UVA Foundation

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