

The C.V. Rich

M a n s i o n

▣ Bar & Bat Mitzvahs ▣

Rooms accommodating up to 220 people



C.V. Rich Mansion
305 Ridgeway
White Plains, NY 10605

Caperberry Events, a division of NY Hospitality Group, is the **exclusive** caterer of the C.V. Rich Mansion. This grand Victorian home built in 1910 offers a charming atmosphere for weddings, Bar and Bat Mitzvahs, corporate meetings and holiday celebrations. The C.V. Rich Mansion, situated just ½ hour from Manhattan, has five furnished rooms for entertaining and a ballroom that seats up to 220 guests with dancing. Our stunning mansion hosts only one event at a time and features magnificent gardens that can be utilized for a wedding or cocktail party. The award winning gardens are a perfect photo opportunity to always remember your special occasion.



All Prices are Subject to 20% Service Charge and Sales Tax

The C.V. Rich

Mansion



*Crisp Potato Pancake
with Smoked Salmon*



*Crisp Pork Dumpling with
Sambal Plum Sauce*



Mini Cheeseburgers



Photos by

Peter Oberc www.peteroberc.com



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Facility Rental Fees

Time frame for your reception:
5 hour party with ceremony held elsewhere

Saturday afternoon events must be complete by 5pm.
Daytime events cannot be extended.

Saturday evening events begin at 7pm and must be complete by midnight.

Fridays and Sundays we offer more flexible times.

FRIDAY EVENING AND WEEKEND PRICING

	<u>Price</u>	<u>Time</u>	<u>People</u>
Club House, Gardens and Ballroom 2009/2010	\$2700	5 Hours	75-220
2011	\$2800		
Club House and Garden	\$1000	5 Hours	50-68
	\$850	4 Hours	50-68
Ballroom Only (75 person min).	\$1500	5 Hours	75-220
	\$1000	4 Hours	

WEEKDAY PRICING

	<u>Price</u>	<u>Time</u>	<u>People</u>
Club House, Gardens and Ballroom	\$1200	5 Hours	75-220
Club House and Garden	\$1000	5 Hours	50-100
Ballroom Only	\$600	5 Hours	75-220
Rehearsal	\$150	1 Hour	
Wedding Ceremony, Indoors (Ballroom Only) Includes Set-up & Screen Rental	\$650		
Outdoor Ceremony Set-up and chair rental charges:			
		50 – 100 guests	\$550
		101-150 guests	\$700
		151-200 guests	\$950

Fees paid directly to:

The Woman's Club of White Plains, Inc.
305 Ridgeway
White Plains, NY 10605



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Proposal

Pricing includes the following:

- ❖ To greet your guests for the event, sparkling and still water butler passed
- ❖ Open bar throughout (5 hours)
- ❖ Use of Mansion seasonal décor at cocktail hour
- ❖ Maitre D' Services throughout
- ❖ Directional Cards for Invitations
- ❖ Printed Menus
- ❖ A Selection of Butler passed and stationary hors d'oeuvres
- ❖ 3-course sit down meal
- ❖ Special teen menu buffet
- ❖ Ceremonial challah bread
- ❖ Dessert and specialty sheet cake
- ❖ Ballroom chairs, white or champagne linens to the floor, tables, silverware, glassware and china

Other things you may want to consider bringing:

- ❖ Favors or gift bags
- ❖ Place cards
- ❖ Disposable Cameras
- ❖ Hand Towels and Necessity Basket for the Ladies Room
- ❖ Gift Card/Envelope Hat Box/Bag or Basket
- ❖ Framed Invitation
- ❖ Special photographs/pictures of your families

After we discuss different ideas and together formulate the perfect food selections, we will print custom menus, one for each place setting that will list each course and how it is to be prepared. This way, we will be able to handle special requests and dietary needs.



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Adult Silver Package Reception

Packages Include Lemon Rosemary Olives, House Made BBQ Snack Mix and Artisanal Breads and Butter

Your Guests are Welcomed with Sparkling Wine

Butler Passed Hors d'oeuvres

Please Select 3 Room Temperature and 3 Hot Selections

International Cheese and Tapas Bar

Vertical Vegetable Crudités with a Garden Herb Dip

Cheese of the World Display with Crisp Grapes, Crostini and Premium Crackers

Tapas served with Fresh Hummus, Red Pepper Feta Dip and Sofrito offered with assorted Bread Sticks, Flatbreads and Grilled Pita Crisps

Main Dinner

Sparkling Wine Toast

Please Select One First Course from our List

Please Select Two Poultry or Fish Entrees from our List

Our Caperberry Events Chef will prepare an appropriate starch and vegetable to compliment your entrée selections
Vegetarian Entrées Are Available

Dessert

Tiered Wedding Cake or Decorated Sheet Cake

Lemon and Espresso Biscotti

Free Trade Columbian Coffee and Tea Service

Beverage Package

Five Hour Open Bar to Include:

Selection of Liquors

Cabernet Sauvignon OR Pinot Noir

Chardonnay

Sparkling Wine

Domestic and Imported Beers

Unlimited Soft Drinks and Juice

Silver Package: \$95.00 per person

(Not available Saturday evenings)

Adult Gold Package Reception



All Prices are Subject to 20% Service Charge and Sales Tax

**Packages Include Lemon Rosemary Olives, House Made
BBQ Snack Mix and Artisanal Breads and Butter**

Your Guests are Welcomed with Sparkling Wine

☐☐ Butler Passed Hors d'oeuvres ☐☐

Please Select 4 Room Temperature and 4 Hot Selections

☐☐ International Cheese and Tapas Bar ☐☐

Vertical Vegetable Crudités with a Garden Herb Dip

Cheese of the World Display with Crisp Grapes, Crostini and Premium Crackers

Tapas served with Fresh Hummus, Red Pepper Feta Dip and Sofrito offered with assorted Bread Sticks, Flatbreads
and Grilled Pita Crisps

☐☐ Stationary Displays ☐☐

Please Select Two from Our Stationary Display List

☐☐ Main Dinner ☐☐

Sparkling Wine Toast

Please Select One First Course from our List

Please Select Two Entrees from our List

Our Caperberry Events Chef will prepare an appropriate starch and vegetable to
compliment your entrée selections

Vegetarian Entrées Are Available

☐☐ Dessert ☐☐

Tiered Wedding Cake or Decorated Sheet Cake

Lemon and Espresso Biscotti

Hand Rolled Chocolate Truffles

Butler Passed Flourless Chocolate and Cheesecake Lollipops

Free Trade Columbian Coffee and Tea Service

☐☐ Beverage Package ☐☐

Five Hour Open Bar to Include:

Selection of Liquors

Cabernet Sauvignon OR Pinot Noir

Chardonnay

Sparkling Wine

Domestic and Imported Beers

Unlimited Soft Drinks and Juice

Gold Package: \$115.00 per person

Saturday Evening Gold Package: \$125.00 per person

Bar/Bat Mitzvah Young Adult Menu

50 person minimum

Packages Include Lemon Rosemary Olives, House Made



All Prices are Subject to 20% Service Charge and Sales Tax

BBQ Snack Mix and Artisanal Breads and Butter

Add 6 Passed Hors d'oeuvres - See attached page for selection - \$12.00 per person
Add Stationary Displays – See attached page for pricing and selection

□□

□□ **Nachos and Chip Bar** □□

Blue and Yellow Tortilla Chips, Fresh Cilantro Salsa, Sour Cream and Warm Queso
Kettle Potato Chips with Ranch Onion Dip

□□ **Stationary Displays** □□

(Please select Four)

Vegetable Spring Rolls with Ginger Duck Sauce
Pan Fried Potato Latke with Apple Compote
Mini Cocktail Franks Wrapped in Puff Pastry with Brown Mustard
Chicken Quesadilla with Avocado Dip
Fried Mozzarella Sticks with Tomato Sauce
Pan Seared Pork Pot Stickers with Green Onion Soy Sauce
Crisp Boneless Chicken Pieces with Honey Mustard Dip
Potato Skins with Cheddar Cheese, Tomatoes and Scallions
Mini Pizza Bagels
Mini Burgers with Barbequed Red Onions and House Made Steak Sauce
Assorted Sushi Rolls (California, Vegetable and Tuna)

□□ **Main Dinner** □□

Caesar Salad or Field Garden Green Salad and Assorted Breads and Butter
(Challah Bread is served for the Bar/Bat Mitzvahs)

□□ **Buffet Options** □

(Please select Four)

“Cheesy” Macaroni and Cheese
Meatless Baked Ziti
NY Style Pizza Pie - (Tomato and Mozzarella)
Penne Romano and Butter
Mezze Rigatoni Marinara
Hebrew National Hot Dog Bar
Wedge Cut French Fries
Chicken Francese
Buttermilk Fried Chicken
Chicken Parmesan
Eggplant Rollatini

□□ **Dessert** □□

Decorated Sheet Cake
Free Trade Columbian Coffee and Tea Service

□□ **Beverage Package** □□

Unlimited Shirley Temples and Roy Rogers, Soft Drinks and Juice
Upgrade to an unlimited Frozen Drink Bar - \$550 Flat Fee
Includes the frozen drink machine, cups and two flavors for up to 100 people
\$5.00 per person above 100 persons

\$75.00 per person – Day Time

\$90.00 per person – Evenings



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Butler Passed Hors d'oeuvres

Room Temperature Selections

Our Signature Hors d'oeuvre □ Salmon and Caperberry Cone with Citrus Chive Syrup
Crisp Potato Pancake with Smoked Salmon and Caviar
Sushi Rolls with Pickled Ginger and Wasabi (California, Tuna and Vegetable Roll)
Filet Mignon, Arugula and Horseradish Goat Cheese Crostini
Prosciutto Wrapped Asparagus with Lemon Aioli
Fresh Mozzarella and Baby Tomato Lollipops
Coriander and Ginger Crusted Tuna in a Sesame Wonton Cup and Wakami Salad
Lemon Maine Lobster Salad in a Crisp Pastry Cup

Hot Selections

Smoked Chicken Quesadilla with Salsa Verde
Honey and Lime Glazed Beef Satay
Crisp Pork Dumpling with Sambal Plum Sauce
Thai Chicken Satay with Spicy Peanut Drizzle
Outer Banks Crab Cake with Mustard Caper Cream
Crisp Coconut Shrimp and Orange Pineapple Glaze
Brie and Roasted Shallot Tart with Caramelized Fig Chutney
Ginger Shrimp Cocktail Wasabi Lime Tomato Shooter
Crispy Mushroom Straws with Gorgonzola Spread
Crispy Macaroni and Cheese Bites with Red Pepper Relish
Sea Scallop and Applewood Bacon Lollipop
Mini Burgers w/Lettuce, Cheddar Cheese and BBQ Onions
Risotto Fritter with Wild Mushroom, Aged Pecorino and Charred Tomato Coulis

Stationary Displays



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Bar Displays

These savory presentations compliment your favorite cocktail.

Crudités and Garden Herb Dip - **\$4.00pp**

Fried Plantains and Kettle Potato Chips with Caramelized Onion Dip - **\$4.00pp**

Concasse of Fresh Roma Tomatoes, Basil, Extra Virgin Olive Oil with Grilled Parmesan Tuscan Breads - **\$4.00pp**

Artichoke and White Bean Dip Scented with Rosemary served with Crostini - **\$4.00pp**

Grilled Eggplant with Three Peppers and Capers Presented with Grilled Parmesan Tuscan Breads - **\$4.00pp**

Wheel of Brie Topped with Apricot Puree and Roasted Honey Pecans wrapped in puff pastry and presented with

Strawberry Jam and Toasted Sliced Baguettes - **\$4.00pp**

Small Plates of Artesian Cheeses and Crisp Grapes - **\$6.00pp**

Taste of Tuscany

(Please Select 2 pastas to be prepared to order)

Mezze Rigatoni with Broccoli, Sun-dried Tomatoes, Chicken and Roasted Garlic Broth

Cheese Tortelloni and Wilted Greens with Veal and Beef Bolognese

Gemelli with Roasted Vegetables, Fresh Tomato and Crisp Eggplant

Penne alla Vodka with Asparagus Tips

Condiment Table Consists of:

Charred Red Peppers, Roasted Plum Tomatoes, Shaved Ricotta Salata and Extra Virgin Olive Oil

Your Station will also include:

Tomato Herb Focaccia Bread and Roasted Lemon and Rosemary Olives

International Cheese and Tapas Bar

Vertical Vegetable Crudités with a Garden Herb Dip

Cheese of the World Display with Crisp Grapes, Crostini and Premium Crackers

Tapas served with Fresh Hummus, Red Pepper Feta Dip and Sofrito offered with assorted Bread Sticks, Flatbreads and Grilled Pita Crisps

Southern BBQ Station

Bourbon BBQ Pulled Pork or Smoked Beef Brisket with Corn Bread Pudding and Frizzled Onions

Glazed Southern Fried Chicken Skewer with Buttermilk Blue Cheese Dip

Honey Baked Jalapeño Biscuits

Little Italy

Seasonal Risotto with Appropriate Garnishes, Brick Oven Focaccia, Slow Braised Duck Confit, Lemon Roasted Olive Salad, Bread Sticks and Parmesan Crostini

Stationary Displays Continued

Grilled Cheese and Mini Mac Station

Three Types of Grilled Cheeses:



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Smoked Salmon and Truffled Pecorino on Sourdough Bread
Applewood Cured Bacon, Tomato and Cheddar Cheese on Sliced Multi Grain
Black Forest Ham and Gruyere on Pumpernickel
Wild Mushroom Mini Mac and Cheese with Toasted Herb Crumbs
Traditional Relish Tray

□□The American Diner□□

Mini Burgers with Barbequed Red Onions and House Made Steak Sauce
Stuffed Red Potatoes with Bacon, Cheddar and Chive Sour Cream
Beer Battered Onion Rings, Roasted Red Pepper Relish

□□Pacific Rim□□

Chilled Sesame Noodles and Vegetables presented in "TO GO" Containers with Chop Sticks
Bamboo Baskets Filled with Pan Seared Pork Dumplings and Chicken Yakitori
Five Spice Dusted Wonton Chips, Orange Duck Sauce and Spicy Mustard

□□Asian Seared Tuna□□

Seared Ahi Tuna with Wasabi Flavored Sesame Seeds with a Daikon Slaw and Cilantro Drizzle
Bowls of Salted Edamame

□□Mini Cubaña □□

Traditional Cuban Sandwiches Griddled to Order
Salsa Fresca and Avocado Salad with Crisp Plantain Chips
Chicken Quesadillas served with Sour Cream

□□Hot Hors d'oeuvres Station □□

(Please select 4)

Braised Meatballs with Swedish or Italian Tomato Sauce
Baked Stuffed Mushroom Caps with Choice of Vegetable Herb Crumb or Sweet Fennel Sausage
Boneless Chicken Bites – Plain or Buffalo Style or BBQ
Crispy Calamari with Spicy Tomato Dipping Sauce
Pan Seared Pork Dumpling with Ginger Scallion Glaze
Penne alla Vodka with Asparagus Tips
Fennel Sausage with Two Peppers and Onions
Pan Seared Prince Edward Island Mussels with Tomato Pernod Cream

Upgraded Stationary Displays

□□Italian Antipasto□□



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Imported Cured Meats and Cheeses, Minted Artichoke Salad, Roasted Lemon and Rosemary Olives,
Pickled Mushrooms, Marinated Charred Peppers, Sliced Tomato and Fresh Mozzarella, Home Baked Herb
Focaccia, Bread Sticks and Parmesan Crisps

\$4.00pp to replace / \$16.00 pp to add

□□Carving Station□□

Served with Artisan Breads, Seasonal Roasted Vegetables, Dried Apricot and Wilted Arugula Orzo Salad
(Please Select 2)

Black Peppercorn Crusted Sirloin, Woodland Mushroom Sauce and Mustard Horseradish Cream
Stuffed Salmon with Wilted Leeks, Julienne Vegetables and Lemon Citrus Cream

Roasted Tom Turkey, Cranberry Orange Chutney

Carved Flank Steak with Caramelized Onion Sauce

Roasted Smithfield Ham, White Raisin Bourbon Glaze

Coffee Crusted Filet Mignon, Port Wine Sauce and Shallots - **\$4.00 additional per person**

\$4.00pp to replace / \$16.00pp to add

□□Authentic Japanese Station□□

Display of Sushi Rolls (Hosomaki) and Nigiri Sushi, Pickled Ginger, Hot Chili Sauce

Wasabi Mayo, Ginger Soy Sauce, Salted Edamame

\$8.00pp to replace / \$20.00pp to add

Tablesides Preparation Chef Fee - \$300.00

□□Chilled Seafood Extravaganza□□

Seasonal Clams and Oysters on the Half Shell, Poached Gulf Shrimp,

Scallops, Lump Crab and Calamari Salad Fine Herb Citrus Dressing

Presented on a Bed of Ice and Served with Fresh Lemons, Horseradish,

Traditional Cocktail Sauce and Mignonette

Add Poached Rock Lobster Tails with Cognac Cream - **\$10.00 additional per person**

\$10.00pp to replace / \$22.00pp to add

First Course and Entrée Selections

□□First Course□□

Served French or Family Style

□□Entrées□□

Vegetarian Entrées Are Available



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- ❖ Caesar Salad, Torn Romaine, Roasted Peppers, Parmesan Crisp and Shaved Grana Padana
- ❖ Baby Field Greens and Warm Gorgonzola Soufflé, Dried Cherries, Candied Georgia Pecans and Sherry Orange Vinaigrette
- ❖ Baby Field Greens, Grape Tomato, Cucumber, Julienne Vegetables, Balsamic Vinaigrette
- ❖ Lolla rosa, Red Oak, Frisée Greens, Baked Chevre, Caramelized Apples and Spiced Walnuts
- ❖ Crisp Risotto Mascarpone Cake, Fresh Peas, Wilted Leek, Asparagus, Black Truffle Dressed Micro Greens
- ❖ Roasted Pear, Caramelized Fennel Goat Cheese Tartan, Baby Field Greens, Fig, Balsamic Vinaigrette
- ❖ Fresh Tear Drop Mozzarella Salad, Yellow and Grape Tomatoes, Torn Basil, Extra Virgin Olive Oil in a Crispy Parmesan Cup – **Additional \$3.00pp**
- ❖ Crisp Lump Crab Cake, Creamy Corn Chowder Sip, Watercress and Fennel Salad – **Additional \$3.00pp**

Chef Choice on Starch and Vegetable

- ❖ Spinach and Shrimp Stuffed Filet of Sole
- ❖ Caramelized Soy Salmon with Sweet and Sour Onion Glaze
- ❖ Potato Crusted Salmon, Artichoke, Baked Cauliflower, French Beans, Roasted Tomato Vinaigrette
- ❖ Pan Seared Georges Banks Sea Scallops, Creamy Corn and Crab Flan, Smoked Tomato Butter
- ❖ Crispy Poached Chicken Breast, Roasted Butternut Squash, Candied Walnuts and Sautéed Swiss Chard
- ❖ French Breast of Chicken, Wild Mushroom, Truffle and Mascarpone Madeira Wine Sauce
- ❖ Braised Short Ribs and Filet Mignon, Mushroom Bread Pudding, Sautéed Swiss Chard and Glazed Carrots
- ❖ Roasted Prime Rib of Beef, Yorkshire Pudding and Haricot Verte, Natural Jus
- ❖ Roasted Black Angus Sirloin Strip, Grilled Baked Potato, Vegetable Gratin

Up Grades

Additional \$5.00pp

- ❖ Porcini Crusted Sea Bass with Truffle Emulsion
- ❖ Coffee Crusted Filet Mignon, Ruby Port Wine and Shallots
- ❖ Jumbo Shrimp Stuffed with Lump Crab and Garlic Herb Crumbs

Dessert Menu

(Decorated Sheet Cakes are included in Gold, Silver Package or Young Adult Packages)

☐☐Cheesecake and Chocolate Lollipops☐☐

Finish Your Event with a Selection of Bite Size Butler Passed Flourless Chocolate and Cheesecake Lollipops

☐☐Cupcake Frenzy☐☐

Vanilla Bean with Citrus Buttercream Frosting
Classic Carrot with Cream Cheese Frosting



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\$3.00pp

French Crepes Table

Delicate Warm Crepes with Grand Marnier Sauce, Sauce Anglaise, Chocolate Shavings, Fresh Whipped Cream, Market Strawberries, Vanilla Ice Cream, Profiteroles, Palmiers, Chocolate Drizzle and Sugar Dust

\$8.00pp

Bitesize Friandise

Cheesecake, Carrot Cake, Opera Cake, Flourless Chocolate Cake, Strawberry and Banana Mousse, Oreo Cake, Bread Pudding and Lemon Brulee Tarts

\$8.00pp

Plated Desserts

Orange Scented Strawberries Romanoff, Ladyfingers, Flourless Chocolate Mousse Cake, Raspberry Sauce, Individual Pineapple Glazed Cheesecake

\$6.00pp

International Mini Pastries Station

Strawberries Stuffed with Citrus Cheesecake, Small Delicate Pastries, Hand Rolled Chocolate Truffles, Cherry and Chocolate Biscotti, Individual Pineapple-Coconut, Creamsicle, Triple Chocolate Mousse and Espresso Panna Cotta Shots

\$14.00pp

Red Velvet with Chocolate Buttercream Frosting
\$5.95pp

Ice Cream Sundae Bar

Scooped Tableside

Vanilla and Chocolate Chocolate Chip Ice Cream Toppings Include: Chocolate Syrup, Butterscotch Sauce, Whipped Cream, M&M's, Oreo's, Bananas, Sprinkles and Cherries

\$6.95pp

Sweet Treats (Placed on Table)

French Butter Cookies, Palmiers, Mini Black and White Cookies and Chocolate, Nuts and Dried Fruit Bark

\$4.95pp

Chocolate Fountain

Chocolate Fondue with Cubes of Marshmallow, Pound Cake, Strawberries, Ladyfingers, Bananas, Pineapple and Pretzel Rods

**\$500 Serves Up To 75 people
Each Additional Person - \$4.00pp**

Sweet Shots

Please select 3

Triple Chocolate Mousse with Graham Cracker Crumbs, Creamsicle, Pineapple-Coconut, Espresso Panna Cotta, Strawberry Shortcake or Death-by-Chocolate Shots

\$6.95pp

Decorated Sheet Cakes

(Decorated Sheet Cakes are included in Gold, Silver Package or Young Adult Packages)

Customize Your Cake – Choose 1 Cake Type, 1 Filling and 1 Icing

Cake Type

Vanilla
Chocolate
Carrot
Hazelnut
Banana Spice

Fillings

Dark Chocolate Mousse
Tahitian Vanilla Buttercream
Espresso Cream
Raspberry Cream
Lemon
Cannoli
Dulce de Leche
Toffee Crunch Buttercream

Icings

White Chocolate Buttercream
Tahitian Vanilla Buttercream
Cinnamon Cream Cheese
Whipped Cream (Sheet Cake Only)



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C.V. Rich Beverage Menu

Standard Beverage Package

(Included in Silver and Gold Packages)

Absolut Vodka, Beefeater Gin, Bacardi Rum, Cuervo Gold Tequila,
Seagram's Whiskeys, Dewar's Scotch, Jack Daniel's, Triple Sec,
Apricot Brandy, Sour Apple Pucker, Dry Vermouth and Sweet Vermouth

Wine

Cabernet Sauvignon **or** Pinot Noir

Chardonnay

House Sparkling Wine

Beer

Please select 3

Budweiser, Bud Light, Coors Light, Amstel Light, Corona, Heineken,
Heineken Light, Sam Adams, Stella Artois

Mixers and Fruit Setup

Roses Lime juice, Grenadine, Lemons/Limes, Cocktail Olives and
Onions, Cherries, Oranges, Soda, Juices

Upgraded Packages

(Additional selections are available. Please consult your catering representative for availability.)

Ketel One, Stolli Flavored Vodka's, Patron Tequila,
JW Red Scotch

Add \$4.00pp

Grey Goose Vodka, Johnnie Walker Black, Bombay Sapphire,
Glenfiddich Single Malt Scotch, and Knob Creek Bourbon

Add \$6.00pp

Upgraded Wines

(Additional selections are available. Please consult your catering representative for availability.)

Upgrade your Wines to Chateau St. Jean Chardonnay and
Excelsior Cabernet

Add \$6.00pp

Cordial Bar

Courvoisier VSOP, Grand Marnier, Tia Maria, Godiva Liquor,
Sambuca Romano, Amaretto di Saronno, Bailey's Irish Cream, B&B

Add \$8.00pp

All prices are with the purchase of a lunch or dinner package.

Brands Subject to Change without Notice



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Optional Costs

Cake Cutting Fee (for cakes provided by client) — \$1.00 per guest

Coat check (seasonal) — \$75.00 per attendant

Ladies room attendant — \$90.00 per attendant

Vendor meals — \$40.00 per person

Chair covers with organza bow — \$5.50 each

Valet parking — price quoted three weeks prior to event

Table overlays — priced per table



Security Requirements

2 Security guards are required for teen events up to 55 teens - \$350.00

3 Security Guards are required for teen events from 56 - 80 teens - \$525.00

4 Security Guards are required for teen events for more than 81 teens - \$700.00



Pricing and Policies

Pricing includes the following:

Printed Menus

Directional Cards for Invitations

Use of Mansion seasonal décor at cocktail hour

Ballroom chairs, white or champagne linens to the floor, tables, silverware, glassware and china

Saturday evening receptions are 7:00 PM to 12:00 AM

Daytime events can end no later than 5:00 PM

One hundred and twenty-five guest minimum apply to Saturday Evening

One hundred guest minimum applies to Sunday Events

Fifty guest minimum any other day or evening

Two hundred and twenty person maximum

All buffets and plated meals require a Maitre D'

Cocktail hour takes place in the mansion

Dinner and dancing takes place in the ballroom

Gratuities are not included. They are at the client's discretion.

Additional prices may apply for custom items.



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C.V. Rich Client Information and Policies

The following list of guidelines and policies is designed to ensure a successful and memorable event.

PAYMENTS:

Caperberry Events requires a minimum \$1,400.00 food and beverage purchase, not including service charge and tax. Service charge of 20% and Taxes of 8.125% are added to all costs incurred at final billing time. Saturday evenings in May, June, September and October require a minimum \$12,000.00 food and beverage purchase. A \$1,000.00 non-refundable deposit at time of contract signing is required to confirm the catering reservation. A second deposit of 50% of the function cost based upon estimated number of guests will be due four months prior to the event date. **Payment in full is due no later than 7 days prior to your event. We accept cash, personal check, cashier's check or local company checks. WE DO NOT ACCEPT CREDIT CARDS.** Please make checks payable to Caperberry Events

There is a separate facility fee paid directly to the Woman's Club of White Plains for the rental of the room. The Woman's Club of White Plains requires a 50% deposit at time of contract to confirm the facility reservation. Payment in full is due no later than 30 days prior to your event.

MENU SELECTION AND GUEST COUNT:

A final menu will be due 6 weeks prior to the event. Menu selections cannot be changed after this date.

A final guest count is due 14 days prior to your event date. This is the amount you will be billed. Guest count after the final due date cannot be lowered.

Any guest count beyond the due date that goes up will be surcharged 15% of the original cost.

At their discretion the Maitre D' may conduct a head count if they feel there is an increase in guests. That number along with all vendors will be added to final bill.

ADDITIONAL POLICIES:

- ❖ All custom furniture, dance floors and linens will be provided by Caperberry Events for an additional charge. Outside vendors are prohibited from providing lounge furniture, dance floors and linens, etc. without prior written permission from Caperberry Events.
- ❖ We cannot allow any confetti, candy, spray-string or party- favors that may hinder and or endanger any guests or employees.
- ❖ All left over food is the property of Caperberry Events and may be donated to a local shelter.
- ❖ All outside vendors, DJ's and bands must provide proof of insurance.



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- ❖ Any damage to the facility or equipment as a result of this event is the responsibility of the client.

Preferred Vendor Information

Florists & Décor Company's

❖ Diana Gould Ltd 914-347-7134 12 Frontage Street Elmsford, NY 10523	❖ House of Flowers 914-698-2522 231 Mamaroneck Ave. Mamaroneck, NY 10543 Frank Soriano
❖ X-Quisite 914-632-8700 520 North Avenue New Rochelle, NY 10801 Diane Amante	❖ Artistic Manor Flower Shop 914-738-1502 211-213 Wolfs Lane Pelham, NY 10803 Laurette & Ronald Graham
❖ Arcadia Floral Co. 914-777-2800 411 Mamaroneck Avenue Mamaroneck, NY Sam or Jennifer	❖ B&D Party Design – (Bar/Bat Mitzvah and Sweet 16's) 914-693-8799 Bob and Diane Altneu
❖ Balloon Artistry 845-352-2828 600 Chestnut Ridge Road, Chestnut Ridge NY 10977 Jeff Fruman	❖ Lighter than Air 516-933-3210 47 Bloomingdale Rd. Hicksville NY 11801 Arthur or Richard

Bands and DJ's

❖ MME Entertainment (DJ & full event company) 212-971-5353 Joseph Tardi	❖ Hal Prince Music and Entertainment 914-937-4700 (Band & DJ's) Jill or Jay Prince for bands/David Rice for DJ's
❖ Alive and Kickin Band 718-885-0447 Pepe Cardona or Jeff Miller	❖ Bok Music DJ and Pianist 914-723-0739 Brendan O'Keefe
❖ Brian Rosenbaum Productions DJ Bar/Bat Mitzvah 973-598-1249 Brian Rosenbaum	❖ ESP Entertainment DJ-Bar/Bat Mitzvah 516-484-8377 Eric Schiff or Milo
❖ Rooney Tunes Entertainment DJ 914-693-3810 16 Washington Street Dobbs Ferry, NY 10522 Joe Rooney	❖ Platinum Entertainment 914-921-6234 Anthony Cerone www.platinumentertainmentdjs.com

Photographers

❖ Peter Oberc Photography 914-835-3440 www.peterobercphoto.com	❖ Rappa Photography 914-831-7039 Ro Rappa www.rappaphotography.com
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Hotels

❖ Renaissance Westchester Hotel 914-696-2706 80 West Red Oak Lane White Plains, NY 10604	❖ Crowne Plaza 914-821-1330 66 Hale Avenue White Plains, NY 10601
❖ Hyatt Summerfield Suites 914-251-9700 101 Corporate Park Drive White Plains, NY 10604	❖ Westchester Marriott 914-631-2200 670 White Plains Rd. Tarrytown, NY 10591

Limousines

❖ TLC Limousine	❖ Top Class Limousine
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