General Information

The Reserve Hall is located on 10 acres of beautiful private land which is partially wooded. It is a perfect Venue for any type of indoor or outdoor event. We have a very friendly and professional team of event planners that will help with all the details of planning a successful event. Our facilities include a catering kitchen if you want to bring in your own food. We also have full service catering for your convenience.

FACILITY AMENITIES:

- 6,200 sq. ft. of Banquet Space
- Seating up to 400 guests
- Private Entrance & Lobby
- Lighted Ceiling Treatment
- DJ or Band Stage
- Outdoor Ceremonies
- Catering Kitchen
- Full Bar Service
- Variety of Floor Plans
- Tables & Chairs
- Free Parking

ROOM RENTAL RATES:

5 hours of event time and
3 hours of set-up time
Additional Hours: $250.00 per hour

Grand Banquet Room:

$595.00 with catering
$975.00 without catering

Catering Kitchen:

$175.00

Security:

$50.00 per hour

Prices are Subject to a 20% Administrative Fee and Applicable Taxes.

Prices are subject to change and are not guaranteed until 30 days prior to your event date.
Please ask your event specialist on how to lock in your price upon booking your event.

DETAILED FLOOR PLANS:

We have a variety of floors plans to fit your individual event needs based on the number of your guests and event specifications.

Included in your Hall Rental Fee:

- 5' Round Guest Tables
- 8' Banquet Guest Tables
- Banquet Chairs with 2" Foam Padded Seats
- Gift Tables
- Guest Book Table
- Cake Table
- DJ Tables
- Buffet Tables
- Built-in Bar
- Please refer to our standardized floor plan layouts for more details

The Reserve HALL

3022 Easterday Road
Fort Wayne, Indiana 46818
Phone: 260-207-2022

General Information (continued)

CEREMONY PACKAGES:

We offer both indoor and outdoor wedding ceremony services.

Included in Ceremony Package:

- Rehearsal Time & Photography Time
- Bride and Bridesmaids Dressing Room
- Groom and Groomsmen Dressing Room
- Snacks & Beverages
- Please refer to our wedding ceremony information page for more details

COMPLETE BAR SERVICES:
(OPEN OR CASH BAR AVAILABLE)

- Beer
- Wine
- Liquor
- Soft Drinks

Licensed Bartenders:

$22.00 per hour per bartender

* Please refer to our bar menu for pricing

OPTIONAL FULL SERVICE CATERING:

If you decide to have Ceruti's Catering provide your food, the following items are included:

- White Linen Tablecloths for Guest Tables, Head Table, Cake Table, Buffets, Gift Tables
- White Linen Skirting
- Disposable Tableware & Serving Utensils
- Chaffing Dishes
- Service Personnel
- Cake Cutting Service
- Clean-up

DO IT YOURSELF RENTAL ITEMS:

- White Linen Tablecloths..... $8.00 each
- Table Runners – starting at .... $4.00 each
- White Linen Napkins ..... $0.60 each
- Color Linen Napkins ..... $0.75 each
- White Linen Skirting ..... $22.00 each
- Chair Covers – starting at..... $4.75 each
- Centerpieces – starting at .... $15.00 each
- Cocktail Stand-up Tables..... $20.00 each
- Chaffing Dish Kit ..... $12.50 each

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