

The Collingswood Grand Ballroom

Corporate & Social Information



Ballroom Information 2024

Add \$250 for 2025

January, February and March

	<u>5 hour Event</u>	<u>4 hour Event</u>	<u>3 hour Event</u>
Monday, Tuesday,			
Wednesday & Thursday:	\$2,750.00	\$2,500.00	\$2,250.00
Friday:	\$3,250.00	\$3,000.00	\$2,750.00
Saturday:	\$3,750.00	\$3,500.00	\$3,250.00
Sunday:	\$3,250.00	\$3,000.00	\$2,750.00

April, May, June, July, August, September, October, November and December

	<u>5 hour Event</u>	<u>4 hour Event</u>	<u>3 hour Event</u>
Monday, Tuesday,			
Wednesday & Thursday:	\$2,750.00	\$2,500.00	\$2,250.00
Friday:	\$3,750.00	\$3,250.00	\$3,000.00
Saturday:	\$4,750.00	\$4,500.00	\$4,250.00
Sunday:	\$3,250.00	\$3,000.00	\$2,750.00

*Plus NJ Sales Tax

Payment Information

- Required Deposit: \$2,000.00 – Grand Ballroom
- Checks payable to “Collingswood Foundation for The Arts” or “CFFA”
- Security Deposit in the amount of \$500.00 will be charged prior to the event and refunded within 2 weeks of the event pending a satisfactory inspection of the Venue. Security Deposit is Non-Refundable if event is canceled.
- Cleaning Fee: \$350.00 if applicable
- Final Payment is due 2 weeks before the event as well as final floor plans, event timeline and final guest count.

Additional Hour Rates

- Two (2) hour are allotted before the scheduled event start time for set-up. If additional time is needed, the fee is \$200.00 per hour.

Ballroom Rental Fee includes:

- Lower Level and Mezzanine level
- 17 High-top tables
- Ten 8’ Auction/Vendor tables (if applicable for your event)
- Dining seating for up to 400 guests
- Audio system
- Podium and staging (if needed)
- House staff set-up and break-down

Customized Services

Audio Visual

- AV Equipment & Projector: \$550.00 includes microphone, (if applicable) podium, stage & screen
- If outside DJ or live music is brought in, sound may not exceed 100 decibel level. We will monitor if necessary.

Lighting (all specialty lighting is to be done by the Ballroom exclusively).

- Ambient Up-Lighting: \$200.00 for 12 up-lights
- Pin Spotlight: \$10 per light

****All items are subject to 6.625% NJ Sales Tax**

**** All outside vendors must be licensed, insured, and approved prior to scheduling****

List of Approved Caterers

Andreotti's Catering

1601 Chapel Avenue West
Cherry Hill, NJ 08002
(856)795-0172
www.andreottis.com
info@andreottis.com

Cathy's Catering

600 Main Street
Riverton, NJ 08077
(856) 829-2119
www.cathyscatering.com
caterer22@gmail.com

Due Amici Catering

2114 Branch Pike
Cinnaminson, NJ 08077
(856)303-8828
www.dueamicinj.com
erika@dueamicinj.com

McFadden's Catering

831 Stone Rd
Laurel Springs, NJ 08021
(609)820-0200
mcfaddencatering@gmail.com

Summit Catering

428 Kelley Drive, Suite C
West Berlin, NJ 08091
(856)768-8003
www.summitcatering.com
tori@summitcatering.com
francesca@summitcatering.vom

Beverage Packages

Beer & Wine Bar Package

Cabernet Sauvignon , Merlot, Chardonnay, Sauvignon Blanc, Pinot Grigio, Moscato, Rose, and soda

\$18.00 per person plus NJ Sales Tax

Premium Bar Package

Absolut, Tito's, Three Olives Cherry, Tanqueray, Bacardi, Captain Morgan, Malibu, Dewar's, Johnny Walker Red, Seagram's VO, Jack Daniel's, Jim Beam, Southern Comfort, Old Bushmill's, Campo Bravo Plata, Hennessy, Amaretto, Kahlua, Sweet & Dry Vermouth, Bailey's, Peach Schnapps, Sour Apple, Blue Curacao, Triple Sec, Watermelon Pucker, Cabernet Sauvignon , Merlot, Chardonnay, Sauvignon Blanc, Pinot Grigio, Moscato, Rose, and all sodas, bar mixers, and garnishes.

\$25.00 per person plus NJ Sales Tax

Grand Bar Package

Stolichnaya, Grey Goose, Tito's, Three Olives Cherry, Bombay Sapphire, Captain Morgan, Cruzan Light Rum, Malibu, Johnny Walker Black, Johnny Walker Red, Crown Royal, Jameson, Makers Mark, Southern Comfort, Patron, Jose Cuervo Gold, Hennessy, Disaronno Amaretto, Sweet & Dry Vermouth, Bailey's, Chambord, Cointreau, Grand Marnier, Kahlua, Blue Curacao, Peach Schnapps, Sour Apple, Triple Sec, Watermelon Pucker, Cabernet Sauvignon , Merlot, Chardonnay, Sauvignon Blanc, Pinot Grigio, Moscato, Rose, and all sodas, bar mixers, and garnishes.

\$27.00 per person plus NJ Sales Tax

The above packages include a Complimentary Champagne toast for all adult guests and are served with your choice of Two Draft Beers:

Budweiser, Bud Light, Coors Light, Heineken, Miller Lite, Yuengling
Tonewood: Fuego, Yards: Brawler, Extra Special Ale, or IPA
Please ask about additional beer options.

Dinner Wine Service is available starting at \$150 plus tax depending on guest count.

All guests under 21 years of age will be \$8.50 per person

Cash Bar Option

\$175 - Per Bartender

\$100 - Per Bar Helper

Price Per Drink

\$10 - Martini

\$8 - Mixed Drink

\$6 - Beer & Wine

\$2 - Soda

Soda Only Package

\$8.50 per person

All guests under 21 years old

6.625% NJ Sales Tax



Recommended Vendor List

Bands/DJs/Live Entertainment

BTV Live

Nils Mossblad
Cell: 484.885.0657
Nils@bvtlive.com
www.bvtlive.com

Center Stage Entertainment

(856) 783-7300
www.centerstageent.com

DJ Gaetano Entertainment

Gaetano Bosco
(610) 637-2828
djgaetanobosco@gmail.com
www.djgaetano.com

DJs Available

(856) 273-8787
www.djsavailable.com

East Coast Entertainment

Samantha Ferrara
(856) 803-0611
sferrara@bookece.com
www.bookece.com

Exceptional Entertainment DJ's

(609) 217-2204
Tunes2u124@aol.com

Hot Hot Hot

Anthony Vennera
(215) 619-7746
www.hothothotent.com
anthony@ame.events

Party of Three - Elise Pelletier

(856) 629-2275
www.Partyof3.net
info@partyof3.net

Time Productions

(856) 227-6696
stew@gime-productions-djs.com
www.time-productions-djs.com

Décor

Timeless Creations by Afshan

(609) 560-4355
Afshanahsan5@gmail.com

Xtraordinary Events

Vito Russo
(267) 551-4400
vito@xtraordinaryevents.net
www.xtraordinaryeents.net

Event Planner

Shining Moments Event Planning

Zupenda Davis-Shine (Owner)
P.O. Box 591
Mt. Laurel, NJ 08054
(856) 334-0015

Entertainment

Caricature Artist

Bruce Blitz
bruce@bruceblitz.com
(856) 414-9200
www.bruceblitz.com

Florists

Heart and Sola Creations

Wooden Wedding Flowers
Philadelphia, PA
(610) 643-4146
heartandsolacreations@gmail.com
www.heartandsola.com/social

Leigh Florist

400 Amherst Road
Audubon, NJ 08106
(856) 547-1090
www.leighflorist.com

Michael Bruce

Pennsauken, NJ 08109
(856) 854-6322
www.michaelbruceflorist.com

Michael William Florist

Thorofare, NJ
(856) 848-3945
Mikewh328@verizon.net
www.mwfgonline@com

Zenplicity Floral Studio

Mt. Laurel, NJ
(856) 334-8047
zenplicitystudio@gmail.com
www.zenplicityflorist.com

Recommended Vendor List

Hair & Makeup

Bauhaus Hair Design Studio
788 Haddon Ave
Collingswood, NJ 08108
(856) 833 1116
info@bauhaushairdesign.com

Hair Event Salon
413 West Crystal Lake Ave
Haddonfield, NJ 08033
(856) 854-2424
www.haireventnj.com
www.oursalon2u.com

Honeymoon Planning

Blue Equator Travel
Deptford, NJ
(856) 313-0351
Honeymoon Experts
beth.surplus@avoyanetwork.com

Hotels

Double Tree by Hilton Cherry Hill
2349 West Marlton Pike
Cherry Hill, NJ 08002
(856) 665-6666

Holiday Inn Cherry Hill
2175 Marlton Pike
Cherry Hill, NJ 08022
(856) 663-5300

**Hilton Garden Inn –
Camden Waterfront**
1 Penn St
Camden NJ 08102
(856) 756-0070

Photo Booth/Specialty Lighting

InstaMoment Photo Booth
Photo Booth Only
(856) 857-4042
yourinstamoment@gmail.com
www.inviteinstamoment.com

Image Perfect Photo Booth
Photo Booth Only
(609) 221-4942

PH Marquee Letters
856-630-2156 - Text Only
www.phmarqueeletters.com

Photographers

Alimario Photography LLC
(609) 560-2569
alimariophoto@gmail.com
www.alimariophoto.com

Debbie Troy Photography
Corporate Photographer
www.debbietroyphotography.com
debbie@debbietroyphotography.com
(856) 834-0856

Gen Palmer Photography
(609) 865-4017
gen@genpalmer.com
www.genpalmer.com

Kayla Aspen Photography
(856) 628-3686
kaylaaspenphotography@gmail.com
www.kaylaaspen.com

Meyer Photography
Rich & Mary Ellen Meyer
(856) 307-9071
www.richmeyerphoto.com
marymeyerphoto@aol.com

RKVP Wedding and Event Videography
(609) 214-7678
erica.kirschner@gmail.com

Transportation

Affordable Car Services
Brooklawn, NJ
(856) 904-2208
info@affordablecarservices.net
www.affordablecarservices.net

Albert's Transportation
1126 Route 73 South
Mount Laurel, NJ 08054
(856) 222-9600
www.albertstransportation.com

Delaware Express
2825 Ogletown Rd.
Newark, DE 19713
302-454-7800
www.delexpress.com

Great American Trolley Co.
821 Shunpike Road
Cape May, NJ 08204
(609) 884 -0450
www.gatrolley.com

Uptown Pleasure Carriages
Danyelle Kumpel
Southampton, NJ
(609) 859-0211
www.Uptownpleasurecarriages.com

Tuxedo and Suit Rental

Lifestyles Tuxedos
5320 Rt 42
Blackwood, NJ 08012
(856) 228-6622