

The Collingswood Grand Ballroom Wedding Information



Ballroom Information

***See Seasonal Pricing for Ballroom Rental Fees**

Ceremony Fees

Outdoor Ceremony Site with Pergola Fee: \$950.00 includes additional hour

Indoor Ceremony Site Fee: \$850.00 includes an additional hour

*Outdoor ceremony is seasonal - please ask for more details

Deposit and Payments

Grand Ballroom Deposit required is a \$2,000.00 - Non-refundable deposit. All payments are to be made to the Ballroom directly using a quarterly payment schedule. A \$500.00 Security Deposit will be added to your final invoice issued two weeks prior to your event. Security Deposits will be refunded within 2 weeks of the event pending a satisfactory inspection of the Ballroom. Please make checks payable to "Collingswood Foundation for the Arts" or "CFFA". We advise purchasing a wedding insurance policy at www.wedsafe.com.

Cleaning Fee: \$300.00 if applicable

Full payment for the Ballroom Rental and Alcohol Package are due 2 weeks before the event as well as final floor plans, final timeline, and final guest count.

Additional time in Wedding Party Suites – Weddings Only

The Wedding Party is granted access two hours prior to guest arrival time. This time may be spent in our 2 Wedding Suites, 1 for each party. Additional time can be scheduled for \$200 per hour plus tax, with a maximum of four additional hours. Time may not start before 9 am.

Vendor Rules

Two hours are allotted before the scheduled event start time for vendor set-up.

If additional time is needed, the fee is \$200.00 per hour.

All outside vendors must be licensed, insured, and approved prior.

Lighting Rules for Ballroom

All specialty lighting is to be done by the Ballroom exclusively.

DJ Rules

All DJs and live music performers must abide by our rules. Sound may not exceed 100-decibel level. We will monitor if necessary.

Coat Check/Valet Service

Coat Check Attendant will be provided at no cost for all events from November through April.

Valet Service can be arranged for an additional fee.

Ballroom Rental Fees

(5-hour rental)

January, February, and March

Saturday Price: \$3,750.00

Friday and Sunday Price: \$3,250.00

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

Friday Price: \$3,750.00

Saturday Price: \$4,750.00

Sunday Price: \$3,250.00

New Year's Eve

\$5,250.00

*Plus NJ Sales Tax

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

Ciconte's Catering

321 Mullica Hill Road
Glassboro, NJ 08028
(856) 381-3092
www.cicontescatering.com
cicontecatering@gmail.com

Due Amici Catering

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

Summit Catering

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

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
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

Custom Features

Lighting, Audio Visual and other add-ons:

Our team of lighting experts will assist in creating the perfect, scenic setting for your ceremony and reception. Using elegant draperies and soft, candle-like lighting. Choose from our pallet of colors for a dramatic lighting change, used to illuminate the pillars and centerpieces. Also, project designs onto the ceiling.

Customized Monogram for the Dance Floor: \$200

Newlyweds have the option to display your newly shared last name on the dance floor or you may choose from a wide selection of templates to show your names, dates, shapes, and initials.

Ambient Up-Lighting: \$200 for 12 Up-lights

Bistro String Lighting on Mezzanine Railing: Complimentary

Projector, Screen & Technician: Pricing starting at \$950

Photo Booth: 3-hour rental \$750

Your guests can take unlimited black and white or color photos in this large custom booth and then place their pictures into a 20 page/40 slide scrapbook with a message for the couple. Also includes a large variety of props and a digital online gallery with all photos taken.

Espresso Station: Starting at \$7 per person (Basic Espresso Bar, features locally roasted Espresso Blend, 1 attendant, 2 hours of service)

Available Beverages: Latte, Cappuccino, Latte Macchiato, Americano, Espresso Flavor Station Mocha plus 3 other flavors

Minimum of 50 guests

Chair Rentals:

Gold Chiavari Chairs: \$15 per chair plus tax and delivery fee over 200 chairs.

Additional colors to rent: \$15+ per chair plus delivery fee

(All items subject to 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

Exceptional Entertainment DJ's

(609) 217-2204
Tunes2u124@aol.com

Hot Hot Hot Entertainment

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

Party of Three - Elise Pelletier

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

Time Productions

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

Ceremony Officials

Deborah Gould

Wedding Officiant
(609) 221-4942
blaumfam@comcast.net

Interfaith Clergy Associates

Rabbi Dennis Tobin
(973) 762-0877
RabbiDennisTobin@aol.com

Rev. Bill Beute

(908) 372-9983
WBeute@aol.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

Entertainment

Caricature Artist

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

Florists

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
www.bauhaushairdesign.com

Hair Event Salon
413 West Crystal Lake Ave
Haddonfield, NJ 08033
(856) 854-2424
cyn858@comcast.net
www.haireventnj.com

Honeymoon Planning

Blue Equator Travel
Deptford, NJ
Honeymoon Experts
(856) 313-0351
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

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

Photographers

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

Daniel Fugaciu Photography
(267) 603-1611
www.danielweddings.com

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
marymeyerphoto@aol.com
www.richmeyerphoto.com

Allison McCafferty
(609) 440-4148
allisonmccaffertyphotography@gmail.com
allisonmccaffertyphoto.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