

Frequently Asked Questions for Wedding Receptions:

- **Can I have my wedding ceremony on-site?**

Weddings at Avalon Manor are one of the most beautiful options in Northwest Indiana for an outdoor ceremony and very convenient for you and your wedding party! Our West Gazebo is a \$500 rental and seats up to 200 guests. Our East Gazebo is a \$250 rental and seats up to 100 guests. Both gazebos are surrounded by lush, natural landscaping with little to no need for your own decorations. However, you do have the ability to dress it up on your own! Your wedding rehearsal is included with your gazebo rental and we do offer flexible pricing for shorter notice events. We also accommodate indoor ceremonies!

- **What is the back-up plan in case of bad weather for my gazebo wedding ceremony? Is there an extra fee involved?**

Unfortunately, this is something to think about for an outdoor wedding in NWI. If you rent one of our gazebos for your ceremony and the weather takes a turn for the worse, we will set up in your ballroom at no additional cost. The good news is that your back-up plan will be easy and not confusing for the guests, since it all takes place on-site!

- **What is the difference between “Dinner Pricing” vs. “Package Pricing?”**

Your “Package” includes five hours of Premium Brand bar, a sparkling wine toast for every guest, and a centerpiece for each table. “Dinner” pricing includes coffee, water, hot tea, and iced tea only. Any other beverages can be added à la carte. We have three levels of bar packages: Premium, Call, and Top Shelf. Basic packages include brands like Smirnoff flavored vodkas, Bacardi, Malibu Rum, Captain Morgan, House Moscato, Riesling, Pinot Grigio, and many more popular brands for guests to enjoy.

[Click here to view the list of brands included with each option.](#)

- **If I invite children to my wedding, do they need to eat what they adults have? Do kids count as full price?**

Children ages 4-12 are half price and no more than \$12.00 plus tax and gratuity. If your dinner is a plated meal, children may have chicken tenders and fries with a side of grapes. If your dinner is served family style, children have the same menu. Our family style meals are very kid-friendly. Any children ages 3 and under will be free of charge!

- **I love your venue, but I’m going for “Country-Chic” décor. What can you do to make wedding feel more rustic?**

We have many options for a country-themed wedding! Couples have decorated with bales of hay at their gazebo, pumpkins for fall-themed ceremonies, burlap overlays on their guest tables, and mason jar centerpieces filled with wildflowers on cut log bases. With windows surrounding your ballroom and doors leading out to the patio, the pond surrounded by a forest of trees (including weeping willows!), and a neutral color scheme that works perfectly for earthy colors tones, we are the perfect balance of elegant and natural. We can go even further with your rustic country wedding by using our Country-Chic menu package with comfort foods like cornbread muffins, baked macaroni and cheese, and corn on the cob!

[Click here to visit our Country-Chic Menu and we'll customize your meals from there!](#)

- **Your food is delicious, but I am booking another facility. Can you still help me?**

We can definitely still assist in making your day amazing, even if you select another wedding and reception venue. We cater off-site to any location that allows outside food and beverage. We've provided food, beverage, and bar service for the Butterfield Pavilion in Valparaiso, Pentwater Subdivision Barn in Crown Point, couples' own backyards, and many other unique or rustic venues. We can deliver pans of food à la carte starting at just \$2.00 plus tax per person per item or provide a full service buffet starting at \$16.00 per person plus tax and gratuity with servers to set up, assist the guests, clear tables, and clean up afterwards. We can arrange for linens, china, glassware, silverware, and any other items to make your day simple! Let us eliminate unnecessary worries about forgetting the salt shakers, pitchers for iced tea, or sugars for the coffee! So many little details are needed to make your event run seamlessly, but we can take care of it all!

[Click here to view our list of our à la carte to be delivered or picked up here.](#)

[Click here to view our list of items available for full service.](#)

- **Is there a cake cutting fee?**

We cut, plate, and serve your cake complimentary for any type of event, whether it is your wedding reception, bridal shower, baby shower, birthday party, anniversary party, or any other special occasion!

- **Is there a bartender fee?**

Our package pricing with 5-hour bar will include one bartender for every 150 guests complimentary. We would only charge bartender fees for cash bars, tab bars, or if you feel the need to hire an additional bartender at \$100 each.

- **Do you include linens?**

We provide complimentary white linen table cloths, white skirting and white linen napkins. We also have a very large variety of colors at an additional cost to suit virtually any color scheme!

- **How much is the deposit and what other payments are due?**

Our deposits start at \$250 for afternoon events and \$500 for evening events, but they go up from there based on the amount of event space you book. The deposit is due upon contract signing. Your next payment is not due until 6 months prior, being 20% of your minimum. Nothing else is required until the final payment, due 7 days prior; however, you can make additional installments throughout your wedding planning.

- **How many guests can this venue hold?**

Our East and West Ballrooms seat 260 guests plus your head table. Our Somerset Ballroom seats up to 300 guests plus your head table. However, our ballrooms are connected with walls that can be adjusted to fit whatever size you need, ultimately maxing out at over 900 guests.

- **What is the minimum number of guests?**

We do not have guest minimums. You can have a small, intimate wedding and reception with as few as 20 of your closest friends and family or as many as 900. As one of the largest event venues in Northwest Indiana, we host wedding receptions of almost any size. Instead of guaranteeing a certain number of guests, we base our minimums on food and beverage. Depending on the season, time of day, and ballroom size, these spending minimums range from \$400 to over \$8,000. We always suggest speaking with a Sales Coordinator who can find the most feasible option for your own unique needs.

- **Do you offer incentives for Friday or off-season weddings?**

We offer 10% discounts on packages for Friday and Sunday wedding receptions throughout the year. We also lower spending minimums and discount pricing for packages for events booking with shorter notice or that fall in our off-season, typically January through Easter. It's always best to speak with a Sales Coordinator so they can offer the best deal possible.

- **Are there any advantages to book my wedding shower, as well?**

We extend a 10% discount for your wedding shower, baby shower, and rehearsal dinner when you book your reception with us. You can [click here to visit our standard menu](#) to view luncheon options, which start at only \$12.00 per person plus tax and gratuity, but

we also offer specialty shower packages for anything more elaborate like our Traditional Teas or Champagne Brunch.

[Click here to see the fun and delicious ideas!](#)

- **Do you offer tastings?**

Although we are known for preparing the best banquet food in the region, you are more than welcome to schedule a tasting with us after booking your event. You would let us know what you'd to try and we arrange a complimentary tasting for two. It is a full sit-down meal, so treat it as a date night and arrive hungry!

- **Do we have to use your vendors or can we hire our own?**

We have a preferred vendors list for your convenience with people we recommend very highly, but feel free to use your own. We just want to be sure they are insured. The only vendors we require to go through us is for chair covers, linens, ice sculptures, chocolate fountains, and champagne fountains. Use any photographer, bakery, or DJ that you like!

- **Will I hear other weddings happening at the same time?**

We schedule our events for the same time frames to avoid any potential for noise conflicts. For example, evening events are scheduled from 6pm until midnight with a cocktail hour from 6pm-7pm and dinner from 7pm-8pm. During this time, DJ's or bands are playing background music, soft enough so noise does not carry over. From 8pm through the rest of your reception, your DJ is loud enough to balance music coming from other events. Other events' music is loud enough to cancel out yours. Guests don't even notice other events happening at the same time.

- **Should I hire a wedding coordinator?**

We don't have an on-site wedding coordinator for the ceremony; however, most officiates will walk you through that portion during your rehearsal. Your personal Sales Coordinator works with you directly during your planning stages for the reception. We assist you with selecting the right menus, linens, room layouts, and will discuss every detail needed to make your day stress-free and amazing. On the day of your event, your head server will coordinate with your DJ or band to lead you through your reception and be your go-to person. All you need to do is have a great time!

- **Where is the bridal suite and how private is it?**

Each ballroom has its own bridal suite with a private restroom, large, beautiful mirrors for pictures and primping, and ample space to relax before starting your evening.

- **When is the earliest I can set up?**

You will have access at least two hours prior; however, we will do our best to take some of the work off of your hands. We will assist with placing guest favors, place cards, menu cards, etc. We aim to make your day as easy as possible!

- **Do you charge clean-up or set-up fees?**

There are no fees for setting or cleaning up; however, you would be responsible for taking home anything you would like to keep.

- **Are there hotel rooms nearby?**

Being on Highway 30, many hotel options are just ½ to 1 ½ miles away. The Hilton Garden Inn, Courtyard and Fairfield by Marriott are a few of the closest and newest. We are also located in a major shopping area for those last minute necessities.

- **Are shuttles available?**

We do not have a shuttle service of our own; however, we do recommend arranging a limousine service for the last hour or two of your reception to shuttle guest back to their hotels. Of course, many other limo services and other types of vendors like photographers, DJ's, and musicians are numerous in the Northwest Indiana region. Always feel free to speak with your Sales Coordinator for more suggestions and advice!