

The
RESERVE
a Grand Venue



Wedding Brochure

info@TheReserveaGrandVenue.com

www.TheReserveaGrandVenue.com

219-802-5050

What does my venue rental include?

THE SPACE

- Seating for up to 250 guests or 350 cocktail-style
- Tables & black Chiavari chairs
- High-top tables
- Elegant, towering windows
- Dimmable lighting
- Large modern bar
- ADA Accessible

PLANNING

- Unique layout curation meeting
- Table, chair & linen set up
- Vendor COIs collected for you
- Security guard coordination
- Event Insurance obtained on your behalf
- 1-hour rehearsal for on-site ceremonies

DAY OF

- A Reserve Associate will be on-site during the first hour of your event to serve as your point of contact.
- Exclusive venue access for 12-13 hours date dependent.
 - Friday & Saturday: 10 AM - 11 PM
 - Sunday - Thursday: 10 AM - 10 PM
- Bridal suite access during venue access

Additional Services

SECURITY COORDINATION

On-site security from bar opening until 30 minutes after bar closing. Depending on guest count, additional officers may be required. Connect with your Reserve Associate for pricing and more details!

DAY OF COORDINATOR

Our Day of Coordinator provides peace of mind by managing all the little details, so you can be fully present on your special day. Inquire for more details! \$1,000

HOST LIABILITY INSURANCE

Required, Special Event Liability Insurance in the amount of \$1 million per occurrence, and \$2 million aggregate, together with Host Liquor Liability coverage. We will take out this policy for you. \$124.95

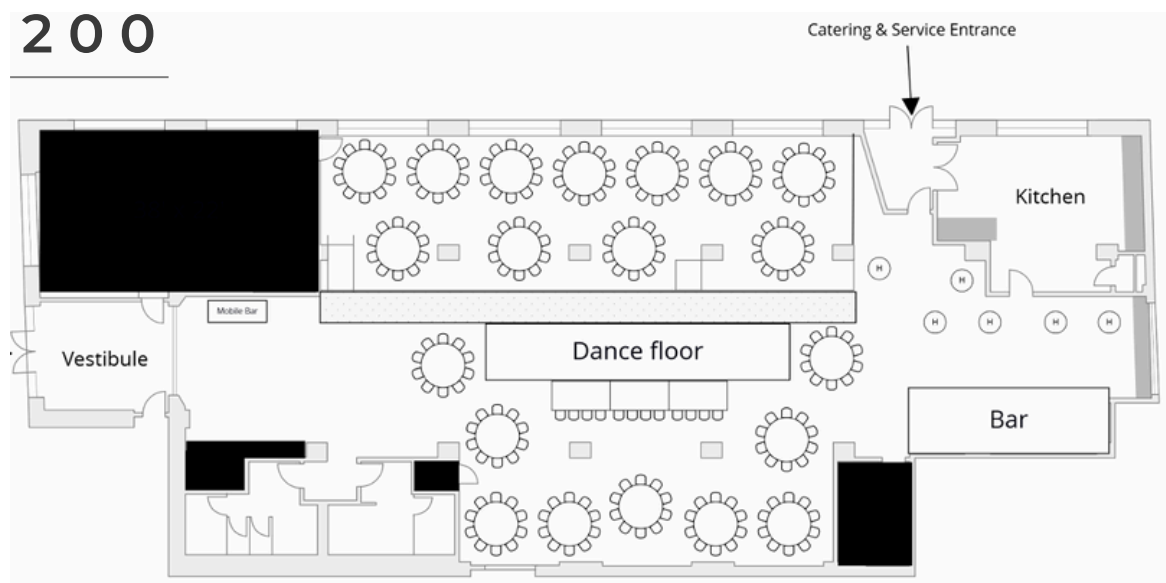
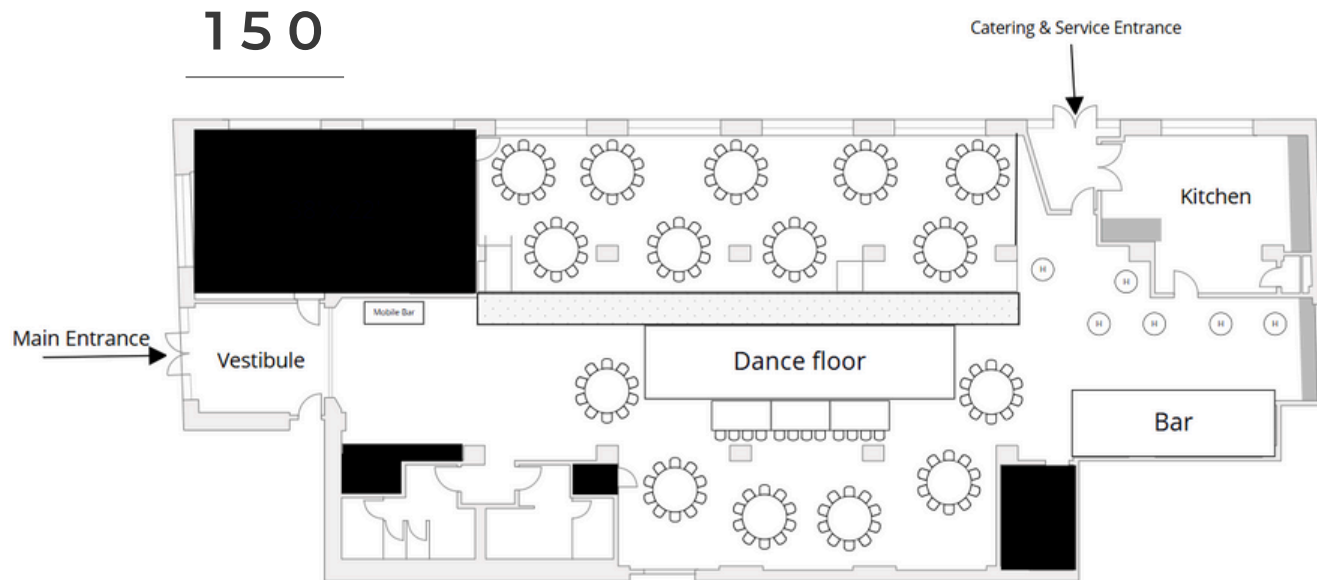
ADDITIONAL HOURS

Pricing and availability vary. Please contact us by phone or email for details before adding this service.



LAYOUT EXAMPLES

Each event has a unique layout that we curate together 30 days before your Wedding date, with final RSVP's received.



HOW TO BOOK YOUR DATE AT

The Reserve a Grand Venue

The next step to booking your date is to request a customized proposal, including contract and invoice. To book your date, we require:

- 50% Event Deposit (venue only total)
- \$1,000 Bar Deposit
- Signed contract

The other 50% is due at least 30 days before your date.

We offer flexible payment plan options - Ex. monthly payments

Payment options include:

- Online ACH or Credit/Debit Card
- Check to our **off-site, main office:**

The Reserve a Grand Venue
Attn: NWIDG Accounting
100 Anchor Road
Michigan City, IN 46360

AFTER BOOKING

Connect with our caterer

- We'll introduce you once your booking is confirmed or beforehand, upon request! Be sure to respond to book with them within 30-60 days of booking at The Reserve.

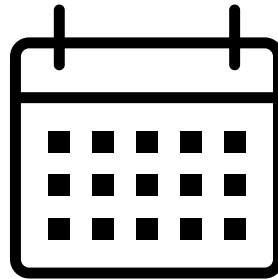
Curate your bar package with us

- Once you know which libation package you're most interested in, email us to get started!

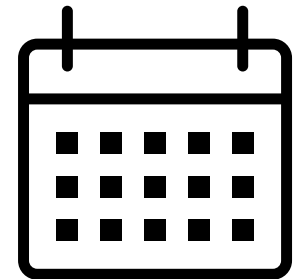
What's Next?



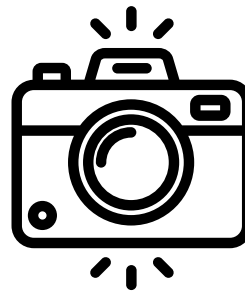
SCHEDULE AN
INTRO CALL HERE



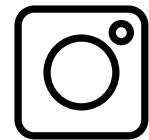
CALL OR EMAIL TO
SCHEDULE A TOUR



CHECK OUT
OUR WEBSITE



STAY IN TOUCH



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