



THE SAYRE MANSION

bethlehem's urban haven



Morina Photography

WEDDING PACKAGES 2023/2024



SETTLERS
HOSPITALITY

HOTELS | RESTAURANTS | CATERING | EXPERIENCES

250 Wyandotte Street | Bethlehem, PA 18015
610.882.2100 | SayreMansion.com



TABLE OF CONTENTS

Welcome & Helpful Particulars.....Pages 3 & 4

Our Fees.....Page 5

Classic Package.....Pages 6 & 7

Elegant Package.....Pages 8 & 9

Exquisite Package.....Page 10

Wedding Bars & Upgrades.....Pages 12 & 13

Package Enhancements.....Page 14



WELCOME TO THE SAYRE MANSION

A wedding reception at The Sayre Mansion is a lovely, elegant occasion. The Mansion sits on two acres of picturesque grounds adorned with century old trees, which provide an unparalleled setting for your special day. Our dedicated staff will assist you in creating the wedding you've always envisioned.

HELPFUL PARTICULARS

- Minimum number of guests is 25. Maximum number of guests is 150. Some options may be available to accommodate more or less guests if required. For weddings with guest counts under 25, please refer to our Intimate Wedding Package.
- A \$10,000 food and beverage minimum is required, excluding tax and service.
- Sayre Mansion is a **non-smoking facility**.
- All packages quoted are subject to a 3-5% increase per year.
- All packages include standard table, chair, and linen (tablecloths and napkins) rentals. Upgraded rentals are available through our caterer, Karen Hunter.
- We require a **\$1,000 deposit and signed contract** within 10 days of booking your reception. Additional deposits will be scheduled based on your final invoice. Final payment is required **14 days** before the reception by **certified check**.
- A credit card must be provided in advance for any additional charges or damages that occur. A temporary hold will be placed on this card on the day of the event.
- Your family and friends will welcome the opportunity to enjoy a "home away from home" experience while attending your wedding by staying at the Inn. When you choose a date at the Inn for your wedding, we can put a hold on the available guest rooms with a credit card guarantee. Rates for double occupancy are based on the season. We strongly recommend using all of our guest rooms to ensure the privacy of your event. Our front desk team will assist you with all room reservations. Capacity charts are available for you to better accommodate your guests.
- Our premier caterer, Karen Hunter, can customize menus and all the service details to create a unique event for you. Karen can always be reached at 610-770-1300 or khunter@settlershospitality.com. We recommend that you meet with her at our site to discuss your plans. We do have a catering liquor license and can provide bar packages and service staff.
- Please deliver all items pertinent to your reception such as favors, place cards, cake server, etc. at least **twenty-four hours** prior to your reception. All decorations must be removed directly after the event.
- Final guest counts and final payment are due **14 days** in advance.
- We reserve the right to regulate the volume of music. All music must end by 10pm due to a very strict noise ordinance in the City of Bethlehem and we ask that the event conclude no later than 11pm.
- Kindly do not attach decorations or displays to walls, doors, windows or ceilings with permanent fasteners. Décor must be installed by licensed vendors.
- Alcoholic beverages may not be removed from the premises and are prohibited in the parking lot.
- We reserve the right to refuse alcohol beverage service to any guest at the function who is not 21 years of age and/or limit the consumption of any guests for everyone's safety and comfort.

Continued on Next Page



HELPFUL PARTICULARS CONTINUED

- Our experience prohibits us from allowing alcohol shots, glitter, confetti, sparklers, and floating lanterns.
- The 33' by 66' tent has protective sidewalls and arched windows allowing your guests to relax and enjoy the elegant ambiance of a tented affair even if the weather is inclement. If the need arises, heating or air conditioning is available for the tent at an additional cost.
- All special arrangements are subject to approval.
- Wedding Tastings available for entrees only after signed contract. Tasting prior to contracts are \$35 per person (up to 6 people). Charges are deducted if contract is signed.
- Talk to your wedding consultant at the mansion about getting ready on property.
- Due to limited parking, we encourage our couples to inform their guests about the nearby parking garage located at 11 W. 2nd Street, Bethlehem, PA 18015 or encourage guests to carpool or utilize a ride share like Uber or Lyft.



WEDDINGS AT THE SAYRE MANSION

We have designed our Wedding Packages to provide maximum flexibility. In the following pages, you will find our fees, food packages, bar packages, and available upgrades.

We list our fees first and foremost to remain transparent and explain them to our brides and grooms clearly from the start. Please see below.

SITE FEE

Our site fees are based on your guest count.

These fees are used for wear and tear on our historic property as well as rentals for your event.

<u>Guest count</u>	<u>Site Fee</u>
25-75	\$1500 plus tax
76-110	\$2500 plus tax
110-150	\$3500 plus tax

CEREMONY FEE

A flat fee of \$8 per person will be added for all on-site ceremonies.

BARTENDER FEE

A flat fee of \$225 per bartender is charged for the duration of your event.

We employ one bartender per 70 guests for our weddings.

GRATUITY

Gratuity is at your discretion.

VENDOR MEALS

We will gladly provide meals to your DJs, Photographers, etc. for \$24.95 per person plus tax.

CHILDREN'S MEALS

We will gladly provide meals for children for \$14.95 per child plus tax.



CLASSIC PACKAGE

4 Hour Event Including Ceremony
Starting at \$135 Per Person Plus Tax & Service

STANDING HORS D'OEUVRES

Gourmet Cheese Display with Grape Clusters, Crackers, Figs, and Strawberries
Fresh Cut Fruit and Berries
Crudit  with Classic Spinach Dipping Sauce and Hummus Dipping Sauce

PASSED HORS D'OEUVRES

(SELECT 4)

Brie and Raspberry Phyllo Rolls | Fontina Risotto Balls with Marinara Sauce
Spinach Stuffed Mushrooms | Duet of Tomato Soup Shots with Mini Grilled Cheese
Franks in Pastry with Ketchup and Mustard | Monte Cristo Sandwiches
Chicken Satay with Spicy Peanut Sauce | Chicken Potstickers with Teriyaki Sauce
Belgian Endive and Crab Salad | New Potatoes Stuffed with Smoked Salmon and Horseradish

SERVED DINNER

SALAD

Baby Greens Salad with Blush Vinaigrette and Grape Tomatoes

SERVED WITH

Artisanal Collection of Rolls, Sliced Baguettes, Sliced Italian Loaf and Multigrain Bread with Butter

ENTR  CHOICE

Beef

(SELECT 1)

Grilled, Marinated London Broil | Braciola

Chicken

(SELECT 1)

Dijon | Piccata | Marsala | Francaise

Vegetarian

Butternut Squash Lasagna

SIDES

(SELECT 2)

Garlic Smashed Potatoes | Vegetable Risotto

Haricot Verts | Baby Carrots

DESSERT

Wedding Cake (Supplied By Customer)

Coffee & Tea Service

CONTINUED ON NEXT PAGE

Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness.



CLASSIC PACKAGE CONTINUED

CUSTOMER TO ARRANGE/PROVIDE:

Entertainment—DJ or Band

Wedding Cake

Flowers and Decorations

Place Cards and Table Assignments

Toasting Flutes for the Bride and Groom

Guest Register and Pen

Favors

SAYRE MANSION TO ARRANGE/PROVIDE:

Service Personnel

Bar Setups and Bartenders

Ice, Bar Fruit, Mixers, Soft Drinks and Bottled Waters

Rental of Bar Tables, Poly Linens, Bar Glasses and Beverage Napkins

Rental of DJ Table and Poly Linen

Rental of Wooden Dance Floor in Center of Room

Rental of Poly Table Linens for Cake Table

Rental of Poly Linens for Gift and Standing Hors D'Oeuvres Tables

Rental of Guest Tables, White Wooden Padded Chairs, Poly Linens, Cotton Napkins,

Hallmark Flatware, Justine China, and Table Glasses.

Vendor Dinners—DJ, Photographer, etc.

Rental of Air Conditioners are Available at an Additional Charge

(To Be Discussed 7 Days Before the Wedding)



ELEGANT PACKAGE

5 Hour Event Including Ceremony
Starting at \$160 Per Person Plus Tax & Service

STANDING HORS D'OEUVRES

Artisan Cheese Display with Grape Clusters, Crackers, Figs, and Strawberries
Fresh Cut Fruit and Berries
Bruschetta Bar with
(Olive Tapenade, Tomato/Basil, Artichoke/Parmesan, Hummus, Walnut/Arugula/Gorgonzola,
Tomato/Mozzarella/Basil, Roasted Pepper/Goat Cheese, Pate)

PASSED HORS D'OEUVRES

(SELECT 5)

Brie and Raspberry Phyllo Rolls | Fontina Risotto Balls with Marinara Sauce
Chicken Satay with Spicy Peanut Sauce | Chicken Potstickers with Teriyaki Sauce
Crepes with Asparagus | Thai Curry Vegetable Samosas with Sweet Chili Sauce
Zucchini and Parmesan Madeleines | Truffled Mac 'n Cheese Cups
Miniature Beef Wellington | Short Rib and Manchego Empanadas
Duck Wontons with Vietnamese Style Sauce | Curried Chicken and Almond Pinwheels
Panang Shrimp Spring Rolls | Crab Stuffed Mushrooms

WEDDING DINNER

SALAD

(SELECT 1)

Caesar Salad with Parmesan Cheese, Croutons and Dressing
Mixed Greens with White Balsamic and Grape Tomatoes

SERVED WITH

Artisanal Collection of Rolls, Sliced Baguettes, Sliced Italian Loaf and Multigrain Bread with Butter

ENTRÉE CHOICE

Beef

(SELECT 1)

Roast Tenderloin of Beef | Braised Short Ribs

Chicken

Dijon | Piccata | Marsala | Francaise

Fish

Roasted Salmon | Shrimp Piccata

Vegetarian

Wild Mushroom Ravioli | Butternut Lasagna

CONTINUED ON NEXT PAGE

Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness.



ELEGANT PACKAGE CONTINUED

SIDES

(SELECT 2)

Garlic Smashed Potatoes | Haricot Verts | Baby Carrots | Risotto
Spicy Vegetable Couscous | Yukon Gold Mashed Potatoes | Balsamic Vegetables

DESSERT

Wedding Cake (Supplied By Customer)

Coffee & Tea Service

CUSTOMER TO ARRANGE/PROVIDE:

Entertainment—DJ or Band

Wedding Cake

Flowers and Decorations

Place Cards and Table Assignments

Toasting Flutes for the Bride and Groom

Guest Register and Pen

Favors

THE SAYRE MANSION TO ARRANGE/PROVIDE:

Service Personnel

Bars Setups and Bartenders

Ice, Bar Fruit, Mixers, Soft Drinks and Bottled Waters

Rental of Bar Tables, Poly Linens, Bar Glasses and Beverage Napkins

Rental of DJ Table and Poly Linen or Band Tent and Stage

Rental of Wooden Dance Floor in Center of Room

Rental of Poly Table Linens for Cake Table

Rental of Poly Linens for Gift and Standing Hors D'Oeuvres Tables

Rental of Guest Tables, Chiavari Chairs, Poly Linens, Cotton Napkins,

Hallmark Flatware, Justine China, and Table Glasses.

Vendor Dinners—DJ, Photographer, etc.

Rental of Air Conditioner Available at an Additional Charge

(To Be Discussed One Week Before the Wedding)

Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness.



EXQUISITE PACKAGE

5 Hour Event Including Ceremony
Starting at \$175 Per Person Plus Tax & Service

STANDING HORS D'OEUVRES

Dim Sum | Charcuterie
Edamame | Cold Noodle Salad
Seaweed Salad | Vegetable Dumplings
Mezze Cheese & Charcuterie

PASSED HORS D'OEUVRES

(SELECT 6)

Brie and Raspberry Phyllo Rolls | Fontina Risotto Balls with Marinara Sauce
Chicken Satay with Spicy Peanut Sauce | Chicken Potstickers with Teriyaki Sauce
Zucchini and Parmesan Madeleines | Truffled Mac 'n Cheese Cups
Miniature Beef Wellington | Short Rib and Manchego Empanadas
Duck Wontons with Vietnamese Style Sauce | Curried Chicken and Almond Pinwheels
Panang Shrimp Spring Rolls | Crab Stuffed Mushrooms
Creamy Brie Canapes | Gouda Crepe Beggars Purses | Mushroom Vol Au Vent (Puff Pastry)
Moroccan Lamb Lollipops | Braised Short Rib Pierogi
Duck Confit Taco on Edible Corn Spoon | Island Shrimp Canapes | Lobster Empanadas | Scallops Wrapped in Bacon

WEDDING DINNER

SALAD

(SELECT 1)

Caesar Salad, Parmesan Cheese, Croutons and Dressing
Mixed Greens with White Balsamic and Grape Tomatoes
Roasted Seasonal Fruit Salad Over Baby Greens, Gorgonzola, Walnuts, and Balsamic Vinaigrette
Greek Salad with Feta

SERVED WITH

Artisanal Collection of Rolls, Sliced Baguettes, Sliced Italian Loaf and Multigrain Bread with Butter

ENTRÉE CHOICE

(SELECT 3)

Roast Tenderloin of Beef | Roasted Prime Rib
Jumbo Lump Crab Cakes | Wild Mushroom Ravioli | Chilean Sea Bass with Fruit Salsa
Vegetable Kabob | Chicken Wellington | Chicken Marbella
Shrimp Piccata | Mahi Tomato Concasse

CONTINUED ON NEXT PAGE

Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness.



EXQUISITE PACKAGE CONTINUED

SIDES

(SELECT 2)

Garlic Smashed Potatoes | Haricot Verts | Baby Carrots | Risotto
Spicy Vegetable Couscous | Yukon Gold Mashed Potatoes
Balsamic Vegetables | Potato au Gratin

DESSERT

Wedding Cake (Supplied By Customer)
Coffee & Tea Service

CUSTOMER TO ARRANGE/PROVIDE:

Entertainment—DJ or Band

Wedding Cake

Flowers and Decorations

Place Cards and Table Assignments

Toasting Flutes for the Bride and Groom

Guest Register and Pen

Favors

SAYRE MANSION TO ARRANGE/PROVIDE:

Bar Setups & Bartenders

Ice, Bar Fruit, Mixers, Soft Drinks and Bottled Waters

Rental of Bar Tables, Majestic Linens, Bar Glasses and Beverage Napkins

Rental of DJ Table and Majestic Linen

Rental of Wooden Dance Floor in Center of Room

Rental of Majestic Table Linens for Cake Table

Rental of Majestic Linens for Gift and Standing Hors D'Oeuvres Tables

Rental of Guest Tables, Chiavari Chairs, Majestic Linens, Cotton Napkins,

Silverplate Flatware, Villeroy and Bach China, and Table Glasses

Vendor Dinners—DJ, Photographer, etc.

Rental of Air Conditioner Available at an Additional Charge (To Be Discussed One Week Before the Wedding)

Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of food borne illness.



WEDDING BAR PARTICULARS

BAR SERVICE STAFF

(Required For All Weddings)

1 Bartender Per 70 Guests | \$225 Service Charge

STANDARD OPEN BAR

Four Hours | \$36 Per Person

PREMIUM BRANDS OF LIQUOR

Tito's | New Amsterdam | Tanqueray | Gordon's
Jack Daniels | Jim Beam | Seagrams | Windsor | Dewar's
Montezuma | Captain Morgan | Don Q | RumHaven

PREMIUM BRANDS OF WINE

A Selection of Red and White

BEER

Coors Light | Yuengling Lager | Lionshead | Amstel Light | Corona

UPGRADE TO TOP SHELF

Top Shelf Liquors & Cordials | Add \$11 Per Person

TOP SHELF BRANDS OF LIQUOR

Grey Goose | Ketel One | Bombay Sapphire
Myers | Chivas Regal | Johnnie Walker Black | Jameson
Crown Royal | Makers Mark | Cuervo Gold | Patron Silver

CORDIALS

B & B | Courvoisier VS | Sambuca Romano | Baileys Irish Cream | Southern Comfort
Grand Marnier | Amaretto Di Saronno | Drambuie | Tia Maria | Chambord

OPEN BAR WITH BEER & WINE ONLY

Four Hours | \$28 Per Person



OPEN BAR UPGRADES

CRAFT BEER SELECTION*

(Add \$7 Per Person | Select Up to 3)

Lagunitas IPA | Victory Prima Pils | Blue Moon Belgian White | Magic Hat #9 | New Belgium Fat Tire
Shiner Bock | Stegmaier IPA | Great Lakes Edmund Fitzgerald | Yards IPA | Ballast Point Grunion
Sam Adams Boston Lager | Sam Adams Seasonal

Ballast Point Sculpin | Ommegang Witte | Weyerbacher Merry Monks | Crispin Hard Cider
Neshaminy Creek Churchville Lager | Victory Golden Monkey | Rusty Rail Wolfking Stout
Founders Porter | Ithaca Flower Power | Dogfish Head 60 Minute | Fullers London Pride | Stoudts Fat

Victory Prima Pils | Victory Hopdevil IPA | Yards Brawler | Yards Love Stout
Nimble Hill Cluster Fuggie | Nimble Hill Midnight Fuggie | Weyerbacher Last Chance IPA
Wyndridge Farms Hard Ciders | Troeg's Troegenator | Troeg's Solid Sender | Stegmaier IPA
Susquehanna Brewing Company Hop Five IPA

SINGLE MALT SCOTCH SELECTION*

(Add \$10 Per Person | Served for One Hour)

Glenmorangie "The Original" 10 yr | Balvenie Double Wood 12 yr | Glenfiddich 12 yr
Glenlivet | Macallan 12 yr | Laphroaig 10 yr

*Customized options available upon request. Offerings dependent upon availability



PACKAGE ENHANCEMENTS

Late Night Snacks

(Add \$10 Per Person | Select 2)

Flatbread Pizza | Pretzel Bite Tray with Dips

Mac 'n Cheese Shooters | Turkey Club

Bagel and Lox Sliders | Bacon, Egg and Cheese Sliders

Additional Dessert Platters— Served with Wedding Cake

(Add \$7 Per Person)

Cookies, Mini Pastries or Confections

*After party space in lower level of mansion is available for a rental fee of \$500

*Customized options available upon request including gluten-free, vegetarian, and vegan.
Offerings dependent upon availability

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