



# THE SAYRE MANSION

*bethlehem's urban haven*



# WEDDING PACKAGES 2021



250 Wyandotte Street | Bethlehem, PA 18015  
610.882.2100 | [SayreMansion.com](http://SayreMansion.com)



## TABLE OF CONTENTS

Welcome & Helpful Particulars.....3

Our Fees.....4

Classic Package.....5

Elegant Package.....7

Exquisite Package.....9

Wedding Bars & Upgrades...11 & 12

Package Customizations.....13





## 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.
- 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 **1 month** before the reception by **cash or 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 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](mailto: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 & final payment are due **1 month** 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.
- 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.
- Our experience prohibits us from allowing shots of alcohol, 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.





## **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 \$150 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 and always appreciated.

### **VENDOR MEALS**

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





## **CLASSIC PACKAGE**

\$139 Per Person Includes Tax and Service

### **STANDING HORS D'OEUVRES**

Gourmet Cheese Display with Grape Clusters, Crackers, Figs, and Strawberries  
Fresh Cut Fruit and Berries

New Crudite with Classic Spinach Dipping Sauce and Hummus Dipping Sauce

### **PASSED HORS D'OEUVRES**

*(Select 3)*

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 Banquettes, Sliced Italian Loaf and Multigrain Bread with Butter

#### **ENTRÉE CHOICE**

Beef

*(Select 1)*

Grilled, Marinated London Broil | Braciola | BBQ Beef Brisket

Chicken

*(Select 1)*

Dijon | Piccata | Marsala | Francaise

#### **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



**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 Wood 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 Wood 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**

\$169 Per Person Includes Tax and 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 4)

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 Banquettes, Sliced Italian Loaf and Multigrain Bread with Butter

### **ENTRÉE CHOICE**

Beef

(Select 1)

Roast Tenderloin of Beef | Roast Prime Rib of Beef

Fish

(Select 1)

Roasted Salmon | Tilapia

### **SIDES**

(Select 2)

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



Continued on next page





**ELEGANT PACKAGE CONTINUED**

**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:**

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 Wood 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)







## **EXQUISITE PACKAGE**

\$179 Per Person Includes Tax and Service

### **STANDING HORS D'OEUVRES**

Porcini Fondue with Sausage and Bread Dippers

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

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 Beggar's 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 Pear Salad over Baby Greens, Gorgonzola, Walnuts, and Balsamic Vinaigrette

Mandarin Orange Salad with Dried Cranberries, Sugared Pecans over Baby Greens with a Ginger-Mandarin Dressing

#### **SERVED WITH**

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

#### **ENTRÉE CHOICE**

(Select 3)

Roast Tenderloin of Beef | Roasted Prime Rib

Jumbo Lump Crab Cakes | Flounder with Crabmeat | Chilean Sea Bass with Mango Salsa

Cornish Game Hens | Chicken in Puff Pastry | Mediterranean Chicken



Continued on next page



**EXQUISITE PACKAGE CONTINUED**

**SIDES**

(Select 2)

Garlic Smashed Potatoes | Vegetable Rice | Haricot Verts | Baby Carrots | Risotto  
Spicy Vegetable Couscous | Yukon Gold Mashed Potatoes | Balsamic Vegetables | Steamed Fresh Asparagus  
Potato au Gratin | Julienne Vegetable | Roasted Vegetables | Vegetable Kabobs

**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 Wood 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)





## **WEDDING BAR PARTICULARS**

### **BAR SERVICE STAFF**

(Required For All Weddings)

1 Bartender per 70 Guests | \$150 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 Fuggle | Nimble Hill Midnight Fuggle | 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 CUSTOMIZATIONS

### Late Night Snacks

(Add \$10 per person | Select up to 2)

Mini Cheesesteaks | Flatbread Pizzas | Pretzel Bite Tray with Dips  
Mac 'n Cheese Shooters | Quesadillas | Braised Short Rib Pierogi | Bacon Wrapped Shrimp

---

### Additional Desserts– Served with Wedding Cake

(Add \$6 per person | Select up to 2)

Chocolate Covered Strawberries | Brown Sugar Chocolate Chip Cookies | Mini Cheesecake  
Cappuccino Brownies | Macarons

---

### Children's Menu for Guests up to 12 years old

\$14.95 plus tax

Chicken Nuggets with BBQ Sauce, Mac 'n Cheese & Broccoli

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

