

The Orchid

Events & Catering

- WEDDINGS
- REHEARSAL DINNERS
- MEETINGS
- CORPORATE EVENTS
- BABY/BRIDAL SHOWERS
- FAMILY REUNIONS



11508 Lincoln Highway East • New Haven • Indiana • 46774

Office: 260.749.5888

www.TheOrchidEvents.com • grace@TheOrchidEvents.com

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The Orchid is a beautiful venue tucked away on over 20 acres of partially wooded land with a 6-acre lake in New Haven, Indiana. Just 10 Minutes from downtown Fort Wayne and near I-469 and Highway 30.

The Pavilion

Seats 325 and is ideal for your wedding ceremony, reception, reunion, corporate events and more!

*Must be rented with one of our banquet rooms.



The Orchid Room

Accommodates up to 300 guests or can be used in conjunction with The Petal Room for a combined capacity of 550. This room is complete with a black tile dance floor, large bar, and a private patio overlooking the lake.

The Petal Room

Accommodates up to 225 guests or can be used in conjunction with The Orchid room for a combined capacity of 550. This room is complete with a hardwood dance floor and large bar.



The Orchid Room \$1500

300 Guest Capacity

Carpeted Hall with a large black tile dance floor and bar.

5-hour Rental

Additional Hour: \$250/Ea

Reserved with a Non-Refundable Reservation Fee of \$1200

Minimum 150 Guest Requirement

Includes:

Custom Room Set-up, Complimentary Tear Down and Clean Up
60" Round, 6' Long, or 8' Long Guest Tables, Champagne Chiavari Chairs

Your Choice of White, Black or Ivory Lap Length Linens

WiFi

LCD Projector and Screen (Subject to Availability)

Complimentary Cake Cutting Service

The Petal Room \$1000

250 Guest Capacity

Tiled Hall with a large wooden dance floor and bar

5-Hour Rental, Additional Hour: \$250/Ea

Reserved with a \$1000 Non Refundable Reservation Fee of \$1000

Minimum 50 Guests

Includes:

Custom Room Set-up,

Complimentary Tear Down and Clean Up

60" Round, 6' Long, or 8' Long Guest Tables, Champagne Chiavari Chairs

Your Choice of White, Black or Ivory Lap Length Linens

WiFi

LCD Projector and Screen (Subject to Availability)

Complimentary Cake Cutting Service

The Pavilion \$600

325 Guest Capacity

Large Covered Pavilion Nestled Near a 6-Acre Lake Shaded by Mature Trees
with an Oversized Sidewalk

Rehearsal & Ceremony Rental: \$400

Reserve with a Non-Refundable Reservation Fee of \$600

White Poly Folding Chairs Available for \$3/Ea

(Includes Set-up and Tear Down)

Full Service Catering

The Orchid is a full-service caterer proudly approved to cater in several locations across northeast Indiana

Fort Wayne Memorial Coliseum

Fort Wayne Museum of Art

www.fwmoa.org

Allen County Fairgrounds

www.allencountyfairgrounds.in.com

Allen County Court House

<http://www.allencountycourthouse.org>

Fort Wayne Chamber of Commerce

www.greaterfortwayneinc.com

Fort Wayne Parks and Recreation

<http://www.fortwayneparks.org>

Purdue Fort Wayne Ballrooms

www.pfw.edu/offices/special-events/walb-union/inter-ballroom.html

Arts United

<http://artsunited.org>

The Embassy Theatre

<http://fwembassytheatre.org>

The University of Saint Francis

www.eventservices.sf.edu

Union 12

<http://www.union12.com/>

Paper Mill on The Landing

<http://www.papermillonthelanding.com>

We are fully licensed to serve alcohol offsite.

Let us bring food, linens, décor, staff, and your bar!

Fee Schedule

Bartender (1 Per 150 Guests): \$20/HR

Minimum 6/HRS

Security (1 Per 150 Guests): \$35/HR

Minimum 6/HRS

20% Administrative Fee (All Prices/Fees)

3% Charge on all credit/debit card transactions

Applicable Sales Tax on Final Bill

Serving Styles

Buffet Style- Included in every menu

Buffet Style Served to your guests by Orchid Staff- \$150

Plated Meal- \$3/Guest

Contemporary or Vintage Eclectic China Service- \$4/Guest (Select Menus

Include China at No Additional Cost. See Menus for Details)

Glass Bar Service: \$2/Guest

Chef Carving Station- \$80

Bar Packages

— PLATINUM —

Unlimited: House And Premium Liquors, Choice of Two Domestic or Import Beers, House Wines, Soda, Coffee, Tea, Lemonade & Water.

5HR \$32/Guest or 4HR \$30/Guest

— GOLD —

Unlimited: House Liquors, Choice of Two Domestic Beers, House Wines, Soda, Coffee, Tea, Lemonade & Water.

5HR \$25/Guest or 4HR \$23/Guest

— SILVER —

Unlimited: Domestic Beer, House Wines, Soda, Coffee, Tea, Lemonade & Water

5HRS \$18/Guest or 4HRS \$17/Guest

— BRONZE —

Unlimited: Choice Of One Domestic Beer, Soda, Coffee, Tea, Lemonade & Water

5HR \$8/Guest. 4HR \$8/Guest

Bar Packages Must Be Purchased For All Guests.

A La Carte Bar

A La Carte Bar

Miller Lite Keg- \$265

Coors Light Keg- \$265

Yuengling Keg- \$275

Bud Light Keg- \$295

Budweiser Keg- \$295

Craft Keg Beer- Please ask for pricing

Import Keg Beer- Please ask for pricing

House Wine- \$21/Bottle

**Merlot, Cabernet Sauvignon, Moscato,
Chardonnay and Pinot Grigio**

Toasting Champagne- \$28/Bottle

Chilled Sparkling Juice or Cider- \$10/Bottle

Specialty Drinks- \$90 Gallon

Soda, Coffee, Tea & Lemonade

Unlimited with Bar- \$3.00/Guest

Unlimited without Bar- \$3.50/ Guest

*It's All In the
Details
Let The Orchid Make Your Event
Special*

Celebration Time

Your Choice Of Two:

Roasted Prime Rib	Honey Glazed Ham
Grilled Filet Mignon	Grilled Pork Filet
Parmesan Encrusted Chicken	Roasted Turkey
Tiger Shrimp Skewers	Savory Beef Pot Roast
Gouda & Bacon Stuffed Pork Tenderloin	Roast Beef
Parmesan Encrusted Sea Scallops	

Includes The Following:

Choice Of Two Hors D'oeuvres
Choice Of One Salad
Choice Of Three Sides
Sliced Bread Boules & Whipped Herb Butter

\$55/Guest

Dinner China Service Included At No Additional Cost
All Prices & Fees Subject To A 20% Administration Fee

Fork & Knife

Your Choice Of Two:

Honey Glazed Ham	Grilled Pork Loin
Chicken Pot Pie Baked In Puffed Pastry	Pulled Pork
Bacon Wrapped Meatloaf	Roast Beef
Hot Spicy Italian Pulled Beef	Beef Pot Roast
Gouda & Bacon Stuffed Pork Tenderloin	Broaster Chicken
Roasted Turkey	Parmesan Encrusted Chicken

Includes The Following:

Choice Of Two Hors D'oeuvres
Choice Of Two Sides
Choice Of One Salad
Sliced Bread Boules & Whipped Herb Butter

\$32/Guest

Dinner China Service Included At No Additional Cost
All Prices & Fees Subject To A 20% Administration Fee

Tour Di Italy

Your Choice Of Two:

Chicken Parmesan	Hearty Lasagna
Chicken Fettuccine Alfredo	Baked Mostaccioli
Spaghetti With (Or Without) Meatballs	Italian Sausage In Penne
Chicken Scallopini with Garlic Butter Linguine	
Chicken Marsala	

Includes The Following:

Choice Of One Salad
Garlic Buttered Bread Sticks
Choice Of Two Sides

\$28/Guest

Dinner China Included At No Additional Cost
All Prices & Fees Subject To A 16% Administration Fee

Hors D'oeuvres For Dinner

You Choose:

Assorted Silver Dollar Sandwiches –Or– Pulled Pork –Or–
Hot Beef With Split Rolls
*Both Silver Dollar & Pulled Meat- Add \$2/Guest

Includes The Following:

Five Hors D'oeuvres Of Your Choice
Pickles, Olives, Chips & Pretzels

See Hors D'oeuvres Selections later in this book

\$25/Guest

Dinner China Service Included At No Additional Cost
All Prices & Fees Subject To A 20% Administration Fee

La Comida Mexicana

Your Choice Of Two:

Shredded Chicken, Ground Beef or Fajita Chicken

Choose Two:

Mexican Rice	Refried Beans
Mexican Street Corn Dip	Queso

Includes The Following:

Shells	Chips & Salsa
Lettuce	Tomato
Black Olives	Shredded Cheese
Sour Cream	

*Add Guacamole \$1/Guest \$20/Guest

All Prices & Fees Subject To A 20% Administration Fee

Breakfast For Dinner

Includes Orange Juice, Coffee and Fresh Cut Fruit

Choose One:

Waffles, Pancakes Or French Toast

Choose One:

Biscuits, Bagels, Donuts or Pastries

Choose One:

Traditional Bacon, Canadian Bacon, Sausage Patties or Sausage Links.

Choose Two:

Scrambled Eggs, Hashbrown Casserole, Sausage Gravy or Quiche.

\$22/Guest

Crepe Station- Enjoy A Made To Order Crepe With Fresh Fruit, Whipped Cream, Chocolate & Caramel Drizzle and Many More Toppings! Additional Cost per Guest. or

Omelet Station- Try A Made To Order Omelet With All The Toppings You Could Imagine! Additional Cost per Guest

Traditional Menu

Broasted® Chicken or Pulled Pork or Hot Spicy Beef

Both Chicken and Pulled Meat add \$2/Guest

Includes The Following:

House Salad With Dressings

Choice of Two Sides

Fresh Rolls With Whipped Butter

Add Chips And Pretzels At The Bar All Night For \$1

\$16/Guest

All Prices & Fees Subject To A 20% Administration Fee

Dietary Restrictions

The Orchid will Make Every Effort To Accommodate Each Guest's Individual Need. Please Make Arrangements in Advance For Special Menu Requests. We Do Offer Vegan, Vegetarian, and Gluten Free Selections For

\$30/Guest

Minimum Order of 5

Cool Kids Only!

A Menu For Those 10 & Under

Choose One:

Chicken Tenders Or Beef Sliders

Choose Two Of The Following:

French Fries

Applesauce

Mac N' Cheese

Fresh Fruit

Minimum Order Of 10 Required

Due To The Overwhelming Popularity Of The Kids Menu, This Meal is Typically Served in a Adorable White Box with a Carrying Handle and Includes a small coloring book or coloring page/ Crayons and a Small Toy.

\$12/Guest

All Prices & Fees Subject To A 20% Administration Fee

Chilled Hors D'oeuvres

- Fresh Fruit
- Fresh Vegetables with Dip
- Domestic Cheese & Crackers
- Meat Or Veggie Pinwheels
- Fresh Bruschetta
- Caprese Skewers
- House Cheese Ball & Crackers
- Cold Spinach Dip With Bread
- Pretzels & Potato Chips
- Antipasto Skewers
- Salsa & Chips
- Deluxe Mixed Nuts
- Jumbo Shrimp Shooters- Add \$2.50/Guest
- Buffalo Chicken Celery Sticks
- * Imported Cheese & Crackers- Add \$1.00/Guest
- * Smoked Salmon On Toast Points- Add \$1.50/Guest
- * Jumbo Cocktail Shrimp- Add \$2.50/Guest
- * Brie Apple and Honey Crostini with Candied Pecans - add \$1.50/guest

*** Additional Cost Per Guest**

Custom Charcuterie or Hors D'oeuvres Display \$150

Hot Hors D'oeuvres

- Italian Meatballs
- Swedish Meatballs
- Sweet & Sour Meatballs
- Little Smokies In BBQ Sauce
- Boneless BBQ Wings
- Boneless Hot Wings
- Buffalo Chicken Dip With Tortilla Chips or Celery
- Penne And Italian Sausage Skewers
- Twice Baked Potatoes
- Sausage & Cheese Stuffed Mushrooms
- Assorted Mini Quiche
- Teriyaki Chicken Skewers
- Egg Rolls With Dipping Sauce
- Spinch Dip With Crusty French Bread
- Hot Crab Dip With Crusty French Bread
- Queso & Chips
- Bavarian Pretzels With Queso
- Bacon Wrapped Mac N Cheese Bites
- * Bacon Wrapped Shrimp - Add \$2.50/guest
- * Parmesan Crusted Sea Scallops - Add \$3.50/guest

Sides

Cold

Season Fruit Salad
Italian Pasta Salad
Coleslaw

Potato Salad
Garden Pasta Salad

Hot

Mashed Potatoes with Gravy
Baby Bakers w/Sea salt & Dill
Traditional Baked Potato
California Blend
Zucchini and Mushrooms
Emily's Homestyle Green Beans
Macaroni and Cheese
Steamed Broccoli
Asparagus & Red Peppers
Red Skinned Mashed Potatoes with a Hint of Garlic
Martini Mashed Potato Bar - Add \$3/guest

Loaded Mashed Potatoes
Rice Pilaf
Buttered Corn
French Green Beans
Potatoes Au Gratin
House Baked Beans

Salads

House

Spring Mix, Cheese, Tomato, Onion & Crouton

Spinach

Fresh Baby Spinach, Candied Pecans, Sliced Strawberries & Feta Cheese

Caesar

Chopped Romaine, Parmesan, Red Pepper, Parmesan & Croutons

Greek

Tomatos, Onion, Olives, Cucumber, Bell Pepper & Feta +\$1/Guest

Caprese

Basil, Tomato, Mozzarella, Balsamic Glaze, Sea Salt And Olive Oil +\$1/Guest

Wedge

Iceberg Lettuce, Blue Cheese Crumbles, Bacon, Tomatoes, Buttermilk Ranch Dressing +\$1.50/Guest

Dressings

Ranch • Italian • Creamy Italian • French
Caesar • Honey Mustard • Vinaigrette

Heaven's Bounty

Assorted Cheesecakes \$6

Seasonal Fruit Pies- \$5

Traditional Cupcakes- \$3

Order In Quantities Of 12

**Discuss Flavor Options with Orchid Staff*

10" Round Basic Wedding Cake for Cutting \$70

Mini Mousse Tarts \$2.50/Guest

Mini Chocolate Tart Cup Filled with Chocolate or White Chocolate
Mousse (2pcs per serving)

Gourmet Candy Bar

Assorted or Color Themed

Includes Scoops, Personalized Totes & Several of your Guests
Favorite Candies

\$7/Guest

Gourmet Sundae Bar

Your Choice Of 5 Toppings- \$4/Guest

Your Choice Of 7 Toppings- \$7/Guest

Unlimited Chocolate, Vanilla & Twist Ice Cream

Includes Cups, Bowls & Cones

Reeses® • Butterfinger® • Heath® • Crunch Bar®

Sprinkles • Peanuts • Cherries • Pineapple • Strawberries

Hot Fudge • Caramel • Whipped Topping

Delicious Smore's Bar

Let's Do Smore's! We Can Do Traditional Style Outside At One Of Our Fire Pits Or Tabletop Inside! Either Way You Will Have A Spread Of Delicious Chocolates And Marshmallows With A Variety Of Graham Crackers.

\$5/Guest

Ask About Our House Made Flavored Marshmallows For an Additional Cost!



Popcorn Popcorn Popcorn!

Let Us Pop You And Your Guests Some Corn In Our Vintage Looking Popcorn Machine. Could Be A Late Night Treat Or Anytime In The Evening You Decide. Flavored Salts And Popcorn Bags Included!

\$2.50/Guest

*Add Caramel Corn For
An Extra \$1.25/Guest*



Upgrade Your Event!

Make Your Event Extra Special And Unique By Adding A Few Of These Beautiful Upgrades

Floor Length Custom Linens \$30/Table

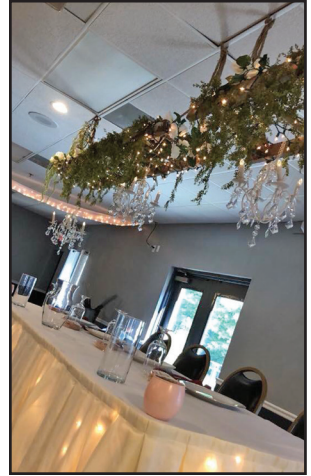
Ask About Our Selection

Vintage Ladder Canopy - \$350

We Will Suspend Vintage Ladders From The Ceiling Over Your Head Table Or Cake Table, Adding Twinkle Lights, Greenery And Even Little Crystal Candeliers!

Pipe And Drape- \$100 Per 10ft Section

We Will Custom Create The Perfect Backdrop For Your Head Table, Cake Table Or Any Space You'd Like. Includes Drapes In Your Choice Of Black, White, Or Ivory



Ice Sculpture - One Block \$550

Two Blocks - \$850

This Will Really Put Your Event Over The Top! We Can Use One Block Of Ice Or Two To Create Your Very Own Custom Ice Sculpture, Includes Up Lights And Colors.

Centerpieces

We Are Happy To Work With You In Creating Affordable And Beautiful Centerpieces For Your Guest Tables. Talk With Our Floral Designer Today!

Prices Start At \$30 Per Table



Decorated Wooden Arch

\$350

Let Us Custom Create The Backdrop or Your Ceremony!



Information To Know

- 1. Can We Bring In Our Own Food Or Catering Company?**
All Food And Beverages Must Be Prepared And Served By The Orchid Staff. Wedding Cake Excluded
- 2. Do We Get To Take Home Leftover Food?**
All leftover food will be donated in your name to the St. Mary's Soup Kitchen or the Fort Wayne Rescue Mission
- 3. How Early Can Our Guests Arrive?**
The facility will be available only at the agreed-upon rental time. Please plan accordingly.
- 4. When Is My Balance Due?**
Your Final Guest Count, Final Menu Choices, And Balance is Due No Later Than Two Weeks Prior To Your Event. You May Increase Your Guest Count Up To 3 Days Prior To Your Event With a 20% Convenience Fee. You May Not Decrease Your Count After The Final Meeting and Payment.
- 5. Is My Deposit Or Monies Paid Refundable?**
All Deposits And Monies Paid Are Non-Refundable.
- 6. What Are The Restrictions On Decorations?**
We Ask That You Not Use Confetti Anywhere at The Orchid inside or outside. We also ask that you not use Silk Flower Petals outside. All candle flames must be enclosed in glass per the Indiana State Fire Laws. You May Not Alter The Physical Appearance Or Structure Of Any Orchid Property. All Decorations Must Be Approved by Orchid Management. But Don't Worry We Really are Easy To Work With!
- 7. When Can We Pick Up Decorations After Our Event?**
Any And All Non-Orchid Property Must Be Removed From The Facility By The End Of The Agreed Upon Rental Time.
- 8. What If I Have More Questions?**
*Contact Us!
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Email: grace@theorchidevents.com*

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