

# Summit Manor

ST. PAUL

275 Summit Ave.

St. Paul, MN 55102

651-387-3283

info@summitmanor.com

summitmanor.com

### For Something Truly

### Unforgettable





Our dignified stone mansion provides a gracious, inviting atmosphere for your dream event. A courteous staff relives you of all stress so you may relax and mingle with your guests. The distinctive mansion style is the perfect venue for those who want something unique for their special day. Summit Manor is an elegant yet comfortable atmosphere for an event that you and your guests will always remember. Summit Manor only hosts one event at a time, so you and your guests have the privacy of this one-of-a-kind setting all to yourselves.

The beautiful grounds, grand staircase, and many architectural features make ideal backdrops for the pictures that you'll have forever. You and your family can be assured of a stress-free day. With all the ornate woodwork, oriental rugs, unique character, and picturesque opportunities that come with a historic mansion, the pressure and expense of set-up and clean-up is eliminated. We provide a complete reception service including the use of the mansion, fresh and delicous in-house catering, linens, silver service, a dance floor, scenic grounds, bar facilities-everything you need for your event. Please call right away to schedule a tour of Summit Manor: 651-387-3283.

Yours Truly,

Owner & David McLaughlin, Event Coordinator

## Our Complete Service for Your Once-in-a-Lifetime

# Mansion Otyle Wedding

#### Full-Service Reception Rental: \$6,995

Inclusive of all public areas of the mansion for up to eight hours as well as all the physical facilities you will need. A wedding coordinator, planning meetings, event management, silver service, china, tables, chairs, and linens are all included in the rental fee. All events must end by 11:00 pm at the latest with bar service and music for dancing 30 minutes prior to the end of the event. Inquire about corporate function rates.

#### **Ceremony Package: \$995**

Includes additional four hours of rental as well as ceremony coordination, chair rental and set up as needed.

#### **Catering Service:**

We serve high-quality buffet and celebration station style meals with many menu items to choose from- all made fresh from our onsite full commercial kitchen and professional staff. There is a 100-person minimum catering charge for all Saturday events, and 60 for Sunday through Friday.





#### Wedding Cake or Dessert:

Buttercream is our preferred vendor with wedding cake and desserts starting from \$5.95 per person. Ideas available include cupcakes, cheesecakes, torts, and a mini dessert bar. You are welcome to provide your own dessert provided by, delivered, and set up by a licensed professional. No cake cutting fee is charged.

#### Liquor:

For alcohol service, you provide all the liquor, mix, beer, wine, garnishes, and soft drinks through a licensed bartending service from our approved vendor list. Liquor may not be sold. Summit Manor charges \$395 for the use of bar facilities and the ice machine.

#### Security:

Concierge Level Security is \$499.

#### Photography:

Our full-service photography team are experts at shooting at Summit Manor and wonderfully capture your day. Separate contract and deposit required. Outside photographers are also welcome.

#### Music:

An internal music system provides background and dinner music at no charge. If you wish to have a dance or provide live music for your guests, bands or A DJ may only be hired from our in-house or approved vendor list. Please ask for details and options prior to booking.

Sales Tax is due on all taxable items including catering, cakes, and desserts.

#### Service:

A 25% fee is applied to all catering and dessert charges and includes staffing and normal cleaning.

#### **Payment Schedule:**

To secure a daTe, a simple deposit of \$3,500 is required. A second payment of \$3,500 is due 90 days prior to event, and final balance is due 5 days before your event.

#### **Gratuity:**

Not included

To schedule a personal tour and complimentary wedding consultation, call us at 651-387-3283. We are a unique, full-service botique venue where tours and consultations are by appointment only.



# Suggested Signature Dinner Combinations

#### Signature Salmon & Beef Medallions

Baked Fillet of Salmon & Grilled Beef Medallions in Demi-Glaze Minnesota Wild Rice, Spring Greens Salad, Glazed Baby Carrots, Dinner Rolls and Artisan Breads

Coffee, Iced Tea & Ice Water Service



\$49.95

#### The Classic

Roast Beef Au Jus & Crusted Chicken
Garlic Mashed Potatoes
Spring Greens Salad
Green Beans Almondine
Dinner Rolls and Artisan Breads
Coffee, Punch & Ice Water Service



\$54.95

#### Signature Salmon & Roast Beef Au Jus

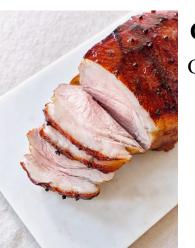
Baked Fillet of Salmon & Roast Beef Au Jus

Minnesota Wild Rice, Spring Greens Salad, Glazed Baby Carrots,

Dinner Rolls, and Artisan Breads,

Coffee, Iced Tea & Ice Water Service

\$48.95



#### Glazed Ham and Oven Roasted Turkey

Oven Roasted Turkey & Baked, Glazed Ham
Garlic Mashed Potatoes and Gravy
Spring Greens Salad
Green Beans Almondine
Dinner Rolls and Artisan Breads
Coffee, Punch & Ice Water Service



### Suggested Signature

Dinner Combinations
\$49.95

#### A Touch of Fall

Butternut Pumpkin Squash Ravioli & d Pork Tenderloin with Apples-Raisin C

Garlic Mashed Potatoes
Spring Greens Salad
Green Beans Almondine
Dinner Rolls and Artisan Breads
Coffee, Punch & Ice Water Service



#### Lasagna and Pork Tenderloin

Mushroom Artichoke Lasagna & Roasted Pork Tenderloin with Apples-Raisin Chutney
Oven Roasted Potatoes

Caesar Salad

Green Beans Almondine Dinner Rolls and Artisan Breads

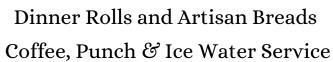
Coffee, Punch & Ice Water Service



#### A Taste for Everyone

Roast Beef Au Jus & Pumpkin Squash Ravioli
Garlic Mashed Potatoes
Spring Greens Salad
Oven Roasted Vegetables









#### Crusted Chicken & Beef Medallions

Crusted Chicken Grilled & Beef Medallions in Demi-Glace
Garlic Mashed Potatoes, Spring Greens Salad, Glazed Baby Carrots,
Dinner Rolls and Artisan Breads
Coffee, Iced Tea & Ice Water Service

#### Signature Entrée ideas

Grilled Beef Medallions in Demi-Glaze
Roast Beef Au Jus with House Made Horseradish Sauce
Baked Filet of Salmon
Mushroom Artichoke Lasagna
Champagne Chicken Breast with Mushroom Glaze
Pork Tenderloin with House Apple Raisin Chutney
Baked Ham with Signature Coarse Grain Glaze
Turkey Divan

Pumpkin Squash Ravioli with Light Butter Sauce

Oven Roasted Turkey & Gravy

Served buffet or station style, we will help customize the perfect menu for your day. All meals are made fresh to order in our kitchen.

#### Starch

Garlic Mashed Potatoes
Minnesota Wild Rice
Au Gratin Potatoes
Oven Roasted Potatoes

#### Vegetable

Green Beans Almondine Glazed Baby Carrots Oven Roasted Vegetables

#### Salad

Spring Greens
Classic Garden
Spinach Raspberry
Caesar

#### **Included**

Dinner Rolls
Artisan Bread or
French Bread
Coffee Service,
Iced Tea, or
Punch Service
Ice Water Service

### Before Dinner

# Appetizers Stations

\$6.95 per person per hour

#### Signature Greek Inspired Appetizer Station

A decadent selection of Hummus, Pita Bread slices, Specialty Spreads & Dips, Cheeses, Crackers and Specialty Olive Selection. This fun and filling appetizer station is a truly unique idea your guests will remember.

\$9.95 per person per hour

#### **Epic Charcuterie Station**

Cured Meats, Specialty Spreads & Dips, Cheeses, Baked Bree, Crackers,, Dried Fruit, Fresh Veggies, Unique Bruschetta's and Specialty Pickle & Olive Selections.



#### Before Dinner

### Butler Lassed Tdeas

\$7.95 per person

Caprese Skewers
Fruit & Cheese Kabobs

\$9.95 per person

Mini Quiche

Mini Kabobs

\$11.95 per serving **Signature Champagne Shrimp** 



### Late Night *Onack Tdeas*

up to 100 guests per hour

\$675

#### Late Night Frozen Pizza Bar

A selection of frozen pizzas for late night snacking. It's as fun as it sounds and a big hit with guests!

\$575

Late Night French Fry Bar

\$375

Milk & Cookies



\$395

#### Popcorn Bar













#### Additional

Menu Tdeas

Greek Themed Appetizer Station
Fruit & Cheese Kabobs
Champagne Shrimp
Caprese Skewers
Teriyaki or Buffalo Chicken Wings
Sweet and Sour or Swedish Meatballs
Spinach Stuffed French Bread
Rumaki

Stuffed Mushrooms Open Faced Beef Sandwiches Sliced Meats & Breads

Spanakopita

Cocktail Sausages in Barbecue Sauce International Cheeses & Cracker Selection

Raw Vegetables and Dip
Mini Quiche Assortments
Salmon Mousse
Seafood Puffs
Beef or Chicken Kabobs
Baked Brie with Crackers
Mini Kabobs

Herbed Seafood Bruschetta Chicken Satay

Bacon Wrapped Water Chestnuts
Seasonal Fresh Fruit
Spreads and Dips with Pita Breads
Seafood Puffs
Hot Tea Service
Hot Chocolate Bar
Non-Alcoholic Champagne Fountain
Bar Snacks

Don't see something you would like?

Just ask!

### Brunch Weddings

Summit Manor is the perfect setting for a wonderful brunch wedding and reception. We have many menus to choose from and here are a few to consider, but keep in mind the fun of brunch is you can serve almost anythingso we can be creative with you in planning.

#### \$54.95

Fried Chicken & Waffles
Seasonal Fresh Fruit Selection
Summit Avenue Egg & Cheese Bake
Breakfast Bacon
Breakfast Sausage
Signature Company Potatoes
Spinach Salad with Raspberry Vinaigrette
Mini Danish & Baked Treats
Pineapple-Orange Punch

#### \$42.95

Coffee, Punch & Ice Water Service

Seasonal Fresh Fruit Selection
Summit Avenue Egg & Cheese Bake
Breakfast Bacon
Breakfast Sausage
Signature Company Potatoes
Spinach Salad with Raspberry Vinaigrette
Mini Danish & Baked Treats
Pineapple-Orange Punch
Coffee, Punch & Ice Water Service

#### \$38.95

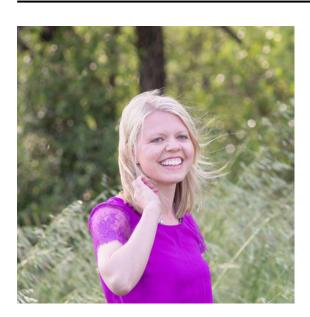
Summit Avenue Egg & Cheese Bake
Signature Company Potatoes
Glazed Hot Ham Slices
Seasonal Fresh Fruit Selection
Mini Danish & Baked Treats
Pineapple-Orange Punch
Coffee, Punch & Ice Water Service

#### \$34.95

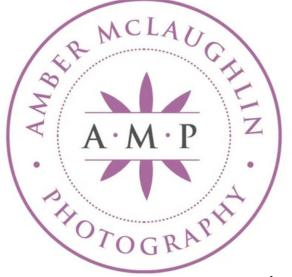
Summer Salad
Seasonal Fresh Fruit Selection
Mini Danish & Baked Treat Selection
International Cheese Selection
with Crackers
Pineapple-Orange Punch
Coffee, Punch & Ice Water Service

### Our Professional, In-House, Award-Winning

# Photographer



Amber McLaughlin



Capturing your moments is my passion. It is your day, your family, and your life moments. My approach is, "Let's have fun!" Big days and getting your picture taken can be stressful. Let's have fun and get some great moments captured. From our first phone call, we will get to know each other and learn about your vision. Working together, you will get more than just photos, but a fun and stressfree experience. Before photography, I spent over 15 years as a full-time Registered Nurse. The same value and care that I displayed as a nurse has poured over into the value and care I have for my photography clients. My motto is, "Live life with passion, love, and joy!" If that's you, I would love to help photograph your treasured moments.

My experience and accolades include:

•	150+ weddings
~	100 i weddings

- WPPI Traning & Workshops in Las Vegas, NV
- Click Photo Conference in Dana Point, CA
- Click Photo School- Online Continuing Education
- Attended Thurston & Blair Retreat in Napa, CA
- Commissioned for photography art pieces currently displayed at United Hospital
- Published in National Geographic Explorer
- 5-Stars on The Knot





# Tample Travoice

1- Full Service Rental Package: 100- Catering Per Person- Example Menu \$6,995 \$6,995

\$49.95 \$4,995

#### The Classic:

Roast Beef Au Jus
Champagne Chicken
Garlic Mashed Potatoes
Spring Greens Salad
Green Beans Almondine
Dinner Rolls
Coffee, Punch & Ice Water Service

100- Sample Appetizer Service Per Guest	\$7.95	\$795
100- Buttercream Wedding Cake or Dessert Per Serving	\$5.95	\$595
1 -Ceremony Package	\$995	\$995
1 -Concierge Security Service	\$499	\$499
1-Bar Set Up- Bar & Ice	\$395	\$395
Service/Set/Up/Cleaning/25% of Food	\$1,596.25	\$1,596.25
Sales Tax 9.875% of Food Total	\$630.25	\$630.25
Gratuity at Your Discretion		

Total: \$17,495.77

Deposit: \$3,500

Due: \$13,995.77

All prices are estimates and may change based on menu choices.Deposits and payments are not refundable.Please make checks payable to Summit Manor. Credit card transactions require 4% convenience fee. THANK YOU!