

Weddings & Receptions



The Inn at Brookeville Farms

19501 Georgia Avenue ~ Brookeville, MD 20833 ~ 301-924-6500

www.theinnatbrookevillefarms.com

The Inn at Brookeville Farms...

Wedding Consultation and Event Coordination

Congratulations on your engagement! Here at The Inn at Brookeville Farms we want your wedding day to be special. We understand that this is the most important day of your life and we will be there to make it exceptional. From the pre-planning stage to the day of your joyful event the staff here at The Inn will ensure that all your needs are thoroughly met. We want you to enjoy your special day, so just relax and let us do all the work!

We will begin by introducing you to The Inn with a tour of the house and a complimentary consultation. We will pre-plan with you and provide direct supervision of your reception on your wedding day. The following is a detailed list of what you can expect...

Pre-Wedding

- *Customize your sequence of events to reflect your distinct vision of your wedding day*
- *Provide an experienced guide for lay out and timeline of events*
- *Honor any special requests and integrate all family traditions*
- *Offer suggestions/recommendations for vendors (cake, music, flowers etc.)*
- *Set date of rehearsal and provide time for all participants to gather and rehears*
- *Provide direction and options for most desirable set-up of ceremony*
- *Be at hand and available for questions and consultation*

Wedding Day

- *Make bridal room available two hours prior to start of ceremony*
- *Greet and direct vendors as they arrive, aide as needed*
- *Assist with placement of favors, guest book, place cards etc.*
- *Ensure room layout is ready and perfect for beginning of function*
- *Coordinate sequence of events with DJ or band*
- *Assist and direct bride to ensure flawless entrance*
- *Arrange for cocktail service for bride and groom*
- *Guide guests to reception area*
- *Ensure reception begins as scheduled*
- *Provide assistance to bridal party as necessary*

An Evening to Remember

Our Deluxe Package

A Five Hour Reception Available 7 Nights a Week

Premium Open Bar for Four Hours

A Complete Selection of our Premium Liquors, Imported and Domestic Beers & House Wines

Table Side House Wine Service During Entrée Course

Assorted Soft Drinks

Champagne or Sparkling Cider Toast for All Guests

Displayed and Passed Hors d'oeuvres

Selection of Two Displayed Hors d'oeuvres and Three Passed Hors d'oeuvres

First Course Selections ~ Choose One

Brookeville Shrimp and Sweet Corn Bisque with Roasted Corn-Cilantro Chutney and Shellfish Oil

Prosciutto and Arugula Salad with Pears, Tomato and Balsamic Syrup

Maryland Crab Cake with Grapefruit Buerre Blanc (cost based on market)

Wild Mushroom and Fresh Herb Bouchee in Filo Cups

Caramelized Vidalia Onion Tartlets with Black Caviar

Organic Mixed Field Greens with Endive, Toasted Walnut, Shaved Parmesan and Sherry Vinaigrette

Heart of Baby Romaine with Parmesan Cheese, Crouton and Creamy Garlic Dressing

Entrée Course Selections ~ Choose Two

Please provide count and place cards two weeks prior to event

Pan Seared Rockfish with Baby Spinach in Garlic Herb Butter (alternate fish available in season)

Grilled Filet of Salmon with Cilantro Lime Vinaigrette or Lemon Caper Butter Sauce or Orange Horseradish Butter

Grilled Herb Honey Marinated Chicken Breast with Champagne Basil Sauce

Double Maryland Crab Cake with Tarragon Mustard Sauce (additional cost based on market)

Coarse Black Pepper Crusted New York Sirloin Steak with Red Onion Marmalade

Lamb Loin Chops with Herb Coating and Old Mustard Sauce

Roasted Cornish Hen with Rosemary and Garlic Herb Rub

*Petite Filet of Beef with Cabernet Reduction and Atlantic Salmon in Lemon Butter Sauce**

*Petite Filet of Beef with Rosemary Demi Glace and Crab Cake with White Wine Butter (market price applies)**

**Duet Plates do not Require Place Cards and Cannot be Paired with Another Entree*

Accompaniments

Chef's Selection of Starch and Fresh Vegetable

Assorted Bread Basket with Butter Balls

Coffee/Tea Service

Chocolate Dipped Strawberries or Chef's Selection Assorted Petit Fours

\$115.00 Per Person Plated

\$120.00 Per Person Buffet

19% Service Charge and 6% Maryland Sales Tax Applicable ~ No Additional Room Charges

Toast of the Town

Our Standard Package

A Four Hour Reception Available 7 Nights a Week

Open Bar for Four Hours

*A Complete Selection of our Call Liquors, Imported and Domestic Beers & House Wines
Assorted Soft Drinks*

Champagne or Sparkling Cider Toast for All Guests

Displayed Hors d'oeuvres

Selection of Two Displayed Hors d'oeuvres

First Course Selections ~ Choose One

*Brookville Shrimp and Sweet Corn Bisque with Roasted Corn-Cilantro Chutney and Shellfish Oil
Prosciutto and Arugula Salad with Pears, Tomato and Balsamic Syrup
Maryland Crab Cake with Grapefruit Buerre Blanc (cost based on market)
Wild Mushroom and Fresh Herb Bouchee in Filo Cups
Caramelized Vidalia Onion Tartlets with Black Caviar
Organic Mixed Field Greens with Endive, Toasted Walnut, Shaved Parmesan and Sherry Vinaigrette
Heart of Baby Romaine with Parmesan Cheese, Crouton and Creamy Garlic Dressing*

Entrée Course Selections ~ Choose Two

Please provide count and place cards two weeks prior to event

*Grilled Filet of Salmon with Cilantro Lime Vinaigrette or Lemon Caper Butter Sauce or Orange Horseradish Butter
Filet of Gulf Red Snapper with Seasonal Fruit Chutney
Grilled Herb Honey Marinated Chicken Breast with Champagne Basil Sauce
Double Maryland Crab Cake with Tarragon Mustard Sauce (additional cost based on market)
Coarse Black Pepper Crusted New York Sirloin Steak with Red Onion Marmalade
Roasted Cornish Hen with Rosemary and Garlic Herb Rub
Petite Filet of Beef with Cabernet Reduction and Atlantic Salmon in Lemon Butter Sauce*
Petit Filet of Beef with Rosemary Demi Glace and Crab Cake with White Wine Butter (market price applies)**

**Duet Plates do not Require Place Cards and Cannot be Paired with Another Entree*

Accompaniments

*Chef's Selection of Starch and Fresh Vegetable
Assorted Bread Basket with Butter Balls
Coffee/Tea Service
Chocolate Dipped Strawberries or Chef's Selection Assorted Petit Fours*

\$99.00 Per Person Plated

\$104.00 Per Person Buffet

19% Service Charge and 6% Maryland Sales Tax Applicable ~ No Additional Room Charges

A Weeknight Affair

Our Petite Package

A Four Hour Reception Offered Sunday through Friday Nights

Open Bar for Two Hours

A complete selection of our House Liquors, Imported and Domestic Beers & House Wines

Table Side House Wine Service During Entrée Course

Assorted Soft Drinks

Champagne or Sparkling Cider Toast for All Guests

Displayed Hors d'oeuvres

Chef's Selection Cheese Display and Choice of Fresh Fruit or Vegetable Compliment

First Course Selections ~ Choose One

Brookerville Shrimp and Sweet Corn Bisque with Roasted Corn-Cilantro Chutney and Shellfish Oil

Prosciutto and Arugula Salad with Pears, Tomato and Balsamic Syrup

Maryland Crab Cake with Grapefruit Buerre Blanc (cost based on market)

Wild Mushroom and Fresh Herb Bouchee in Filo Cups

Caramelized Vidalia Onion Tartlets with Black Caviar

Organic Mixed Field Greens with Endive, Toasted Walnut, Shaved Parmesan and Sherry Vinaigrette

Heart of Baby Romaine with Parmesan Cheese, Crouton and Creamy Garlic Dressing

Entrée Course Selections ~ Choose Two

Please provide count and place cards two weeks prior to event

Grilled Filet of Salmon with Cilantro Lime Vinaigrette or Lemon Caper Butter Sauce or Orange Horseradish Butter

Grilled Herb Honey Marinated Chicken Breast with Champagne Basil Sauce

Filet of Gulf Red Snapper with Seasonal Fruit Chutney

Double Maryland Crab Cake with Tarragon Mustard Sauce (additional cost based on market)

Coarse Black Pepper Crusted New York Sirloin Steak with Red Onion Marmalade

*Petite Filet of Beef with Cabernet Reduction and Atlantic Salmon in Lemon Butter Sauce**

*Petite Filet of Beef with Rosemary Demi Glace and Crab Cake with White Wine Butter (market price applies)**

**Duet Plates do not Require Place Cards and Cannot be Paired with Another Entree*

Accompaniments

Chef's Selection of Starch and Fresh Vegetable

Assorted Bread Basket with Butter Balls

Coffee/Tea Service

Fresh Berry Shortcake or Flourless Chocolate Cake Served with Vanilla Bean Ice Cream

\$70.00 Per Person Plated

\$75.00 Per Person Buffet

19% Service Charge and 6% Maryland Sales Tax Applicable ~ No Additional Room Charges

Once Upon a Saturday
Our Saturday Afternoon Package

Wine and Beer Open Bar for Four Hours

A Complete Selection of Our House Wines & Imported and Domestic Beers

Assorted Soft Drinks

Champagne or Sparkling Cider Toast for All Guests

Displayed Hors d'oeuvres

Chef's Selection Cheese Display and Choice of Fresh Fruit or Vegetable Compliment

First Course Selections ~ Choose One

Brookeville Shrimp and Sweet Corn Bisque with Roasted Corn-Cilantro Chutney and Shellfish Oil

Prosciutto and Arugula Salad with Pears, Tomato and Balsamic Syrup

Maryland Crab Cake with Grapefruit Buerre Blanc (cost based on market)

Wild Mushroom and Fresh Herb Bouchee in Filo Cups

Caramelized Vidalia Onion Tartlets with Black Caviar

Organic Mixed Field Greens with Endive, Toasted Walnut, Shaved Parmesan and Sherry Vinaigrette

Heart of Baby Romaine with Parmesan Cheese, Crouton and Creamy Garlic Dressing

Entrée Course Selections ~ Choose Two

Please provide count and place cards two weeks prior to event

Grilled Filet of Salmon with Cilantro Lime Vinaigrette or Lemon Caper Butter Sauce or Orange Horseradish Butter

Grilled Herb Honey Marinated Chicken Breast with Champagne Basil Sauce

Filet of Gulf Red Snapper with Seasonal Fruit Chutney

Pan Seared Tilapia with Leeks and Citrus Tomato Butter

Double Maryland Crab Cake with Tarragon Mustard Sauce (additional cost based on market)

Coarse Black Pepper Crusted New York Sirloin Steak with Red Onion Marmalade

Rosemary Rubbed Flat Iron Steak with Mushrooms and Caramelized Shallot Glace

*Petite Filet of Beef with Cabernet Reduction and Atlantic Salmon in Lemon Butter Sauce**

*Petite Filet of Beef with Rosemary Demi Glace and Crab Cake with White Wine Butter (market price applies)**

**Duet Plates do not Require Place Cards and Cannot be Paired with Another Entree*

Accompaniments

Chef's Selection of Starch and Fresh Vegetable

Assorted Bread Basket with Butter Balls

Coffee/Tea Service

Fresh Berry Shortcake or Flourless Chocolate Cake Served with Vanilla Bean Ice Cream

\$78.00 Per Person Plated

\$82.00 Per Person Buffet

19% Service Charge and 6% Maryland Sales Tax Applicable ~ No Additional Room Charges

Afternoon Delight

Our Weekday Luncheon

A Four Hour Reception Offered Sunday through Friday Afternoons

Table Side Beverage Service

A Premium Selection of our House Wines served during the Entrée Course

Assorted Soft Drinks

Champagne or Sparkling Cider Toast for All Guests

Displayed Hors d'oeuvres

Chef's Selection Cheese Display and Choice of Fresh Fruit or Vegetable Compliment

First Course Selections ~ Choose One

Brookerville Shrimp and Sweet Corn Bisque with Roasted Corn-Cilantro Chutney and Shellfish Oil

Prosciutto and Arugula salad with Pears, Tomato and Balsamic Syrup

Wild Mushroom and Fresh Herb Bouchee in Filo Cups

Organic Mixed Field Greens with Endive, Toasted Walnut, Shaved Parmesan and Sherry Vinaigrette

Heart of Baby Romaine with Parmesan Cheese, Crouton and Creamy Garlic Dressing

Entrée Course Selections ~ Choose Two

Please provide count and place cards two weeks prior to event

Grilled Filet of Salmon with Cilantro Lime Vinaigrette or Lemon Caper Butter Sauce or Orange Horseradish Butter

Grilled Herb Honey Marinated Chicken Breast with Champagne Basil Sauce

Pan Seared Tilapia with Leeks and Citrus Tomato Butter

Double Maryland Crab Cake with Tarragon Mustard Sauce (additional cost based on market)

Coarse Black Pepper Crusted New York Sirloin Steak with Red Onion Marmalade

Rosemary Rubbed Flat Iron Steak with Mushrooms and Caramelized Shallot Glace

Petite Filet of Beef with Cabernet Reduction or Rosemary Demi Glace (add \$5pp)

Fresh Atlantic Salmon in White Wine Butter or Lemon Butter Sauce (market price applies)

Duet Plate ~ Choose any two of the above entrees for all Guests (place cards not required)

Accompaniments

Chef's Selection of Starch and Fresh Vegetable

Assorted Bread Basket with Butter Balls

Coffee/Tea Service

Fresh Berry Shortcake or Flourless Chocolate Cake Served with Vanilla Bean Ice Cream

\$60.00 Per Person Plated

\$65.00 Per Person Buffet

19% Service Charge and 6% Maryland Sales Tax Applicable ~ No Additional Room Charges

Cocktails and Conversation

Our Cocktail Reception

A Four Hour Reception Offered 7 Nights a Week

Open Bar for Four Hours

*A Complete Selection of our Call Liquors, Imported and Domestic Beers & House Wines
Assorted Soft Drinks*

Champagne or Sparkling Cider Toast for All Guests

Displayed and Passed Hors d'oeuvres

Available Throughout the Evening

Selection of Two Displayed and Three Passed Hors d'oeuvres

Carving Stations ~ Choose Two

Displayed During Second Hour of Reception

*Tenderloin of Beef, Pan Roasted Turkey, Spiral Sliced Ham or Salmon in Puff Pastry
Served with Assorted Breads, Rolls and Butter*

~ Pasta Bar ~

Displayed During Third Hour of Reception

*Selection of Penne, Farfalle, Orecchiette and Ravioli Presented with Choice of
Traditional Marinara and Classic Alfredo Sauces Accompanied by Chef's Selection of Toppings*

~ Dessert Station ~

Displayed During Fourth Hour of Reception

*Mixed Buffet of Seasonal Fresh Fruit and Sweet Confections
Including an Assortment of Cakes, Brownies, Petit Fours and Chocolate Dipped Strawberries*

~ Coffee Station ~

Available Throughout the Evening

Freshly Ground Regular and Decaffeinated Coffees and a Variety of Specialty Teas

\$99.00 Per Person

19% Service Charge and 6% Maryland Sales Tax Applicable ~ No Additional Room Charges

A Brunch to Remember

Our Brunch Buffet Reception

A Three Hour Reception Offered 7 Days a Week

Premium Beverage Service for Two Hours

Mimosa and Bloody Mary Cocktails

Assorted Soft Drinks, Coffee and Teas

Champagne or Sparkling Cider Toast for all Guests

Entrée Selections ~ Choose Three

Fresh Vegetable and Egg Frittata

Scrambled Eggs

Thick French Toast with Maple Syrup

Country Quiche with Wild Mushrooms

Traditional Quiche Lorraine

Blueberry Pancakes with Maple Syrup

Honey Glazed Sliced Ham

Chicken and Wild Mushrooms on a Bed of Rice Pilaf

Roast Carved Turkey Breast with Old Fashioned Gravy

~ Optional Omelet Station ~

(Additional \$6.00 per person)

Fresh Hot Omelets Made to Order by our Chefs and Served with Your Favorite Fillings

~ Optional Smoked Fish Display ~

(Additional \$5.00 per person)

Chef's Selection of Smoked Salmons and Seasonal White Fish Accompanied by Bagels, Cream Cheese and An Assortment of Fresh Condiments

The Rest of the Buffet

Display of Sliced Seasonal Fruit & Berries

Assorted Miniature Danish, Croissants and Bagels

Golden Hash Browns

Country Sausage and Crisp Bacon

Chilled Juices

Freshly Brewed Coffees and Assorted Hot Teas

\$55.00 Per Person

19% Service Charge and 6% Maryland Sales Tax Applicable ~ No Additional Room Charges

Reception Appetizers and Hors d'oeuvres

~ Butler Passed Hors d'oeuvres ~

*Cracked Black Pepper Tenderloin of Beef on Crouton with Mustard
Smoked Salmon Pinwheels with fresh Dill and Caviar
Spanakopita with Spinach and Feta Cheese
Muscovy Duck Breast Slices with Port Crème and Black Grape
Beggars Purse of Raspberry and Brie
Grilled Shrimp and Fresh Vegetables with Sesame Vinaigrette
Spiced Lamb Patties with Sweet Shallot Marmalade
Prosciutto Wrapped Asparagus with Yogurt Dressing
Pecan Chicken Satays with Honey Mustard Dip
Tarragon Chicken and Cucumber in Pastry
Wild Mushroom and Goat Cheese Bouche in Filo Cup
Asian Tuna Tartar with Wasabi Cream and Lotus Chips
Gingered Carrot, Smoked Chicken and Arugula Roll Ups
Maytag Blue Cheese, Grape and Walnuts on Pumpernickel
Marinated Breast of Duck on Sweet Corn Cakes with Red Currants
Bay Scallops with Lime Dill Crème Fraiche in Filo
Fajita Spiced Shrimp with Onion, Red Peppers and Sweet Chili Mole
Cumin Crusted Chicken Satays with Jalapeno Citrus Dipping Sauce*

~ Stationary Displays ~

*Garden Vegetable Crudités Served with Creamy Onion Dill Dip
Seasonal Grilled Marinated Vegetables Drizzled with Balsamic Vinaigrette
Seasonal Fruit, Melon and Berry Display Served with Lemon Honey Yogurt
Sharp Cheddar and Vidalia Onion Dip with Chipotles, Ground Lamb and Pita Crisps
Spinach and Artichoke Dip with Roasted Garlic Served with Water Crackers
Variety of Domestic and Imported Cheeses with Seedless Grapes and Sliced Fresh Baguette
Whole Poached Salmon Chilled with Cucumber, Bermuda Onion, Capers, Egg and Tarragon Mint Crème Fraiche
Middle Eastern Sampler of Hummus and Baba Ghanoush with Pita Crisps*

Buffet Selections

Salad Options

Classic Caesar or Mixed Greens

Starch Options

Red Bliss Whole or Mashed Potatoes, Seasoned Wild Rice or Gratin Potatoes

Vegetable Options

Sugar Snap Pea/Carrot Medley, Asparagus, French Green Beans, Broccoli and Ratatouille

Entrée Selections

Please Choose Three from the Main Package

From the Bar...

<i>House Liquors</i>	~	<i>gin, vodka, rum, scotch, bourbon and tequila</i>
<i>House Wines</i>	~	<i>Yellow Tail Chardonnay, Pinot Grigio, Cabernet/Shiraz and Merlot Beringer White Zinfandel</i>
<i>Domestic Bottle Beer</i>	~	<i>Miller Lite, Budweiser, Sam Adams and Yuengling</i>
<i>Imported Bottle Beer</i>	~	<i>Corona, Beck's and Heineken</i>
<i>Draft Beer on Tap</i>	~	<i>Seasonal Selection, Guinness Stout and Blue Moon</i>
<i>Call Bar</i>	~	<i>House Brands</i> <i>Beefeater</i> <i>Dewers</i> <i>Captain Morgan</i> <i>Bacardi</i> <i>Jack Daniels</i> <i>Absolut</i> <i>Jose Cuervo</i> <i>Seagram's 7</i> <i>Southern Comfort</i> <i>Wild Turkey</i>
<i>Premium Bar</i>	~	<i>House and Calls</i> <i>Tanqueray</i> ~ <i>choose one</i> <i>Bombay Sapphire</i> <i>Jose Cuervo 1800</i> ~ <i>choose one</i> <i>Malibu</i> <i>Canadian Club</i> <i>Crown Royal</i> <i>Glenfiddich</i> ~ <i>choose one</i> <i>Glenlivet</i> <i>Johnny Walker Black</i> <i>Johnny Walker Red</i> <i>Belvedere</i> <i>Chopin</i> <i>Grey Goose</i> ~ <i>choose one</i> <i>Ketel One</i> <i>Stolichnaya</i>

**Additional Brands Available Upon Request*

What's Included

- ~ The room you booked set up according to your specified floor plan
- ~ Personalized planning for menus and itineraries with on-site Private Party Manager
- ~ White linen, china, and all appropriate table settings
- ~ Live supervision during reception
- ~ Bridal Suite available at bride's disposal for gathering, preparing, cocktails, photos, etc. 2 hours pre ceremony (minimum guest count may apply during peak season)
- ~ Private bar in Ballroom
- ~ 400 square foot dance floor in Ballroom
- ~ There are no additional site fees for the room you booked
- ~ Guests will have use of Ballroom, Piano Room and Meadow Room with a minimum guaranteed count of 125 guests during peak season
- ~ One extra hour of time with on site ceremony
- ~ Unlimited soft drinks, coffee and assorted teas

Additional Information

The Inn at Brookeville Farms offers country elegance for all your private party needs. We host weddings, private receptions, rehearsal dinners, personal parties, and other events in either buffet or formal plated fashion. The Grand Ballroom seats 150 people comfortably. The Grand Ballroom has a 400 square foot dance floor and a private bar.

The adjacent Piano room and Meadow Room, with its wood burning fireplace, includes space for cocktails or supplementary seating for parties that may exceed 150 persons. We have multiple indoor and outdoor ceremony sites for you to choose from, you are sure to find the perfect spot for your nuptials.

Our Kitchen features contemporary American cuisine and is happy to accommodate any special culinary needs you may have. The Inn is ready to assist you in arranging floral needs, ice sculptures, tents and other items to further enhance your event. Live music and DJ's are permitted. Please have your entertainers contact us for any specific requirements. Please see our list of recommended vendors.

The Inn at Brookeville Farms requires non-refundable, non-transferable deposits when booking a function. For parties up to 24 persons, a \$100 deposit is required, 25 to 50 persons, a \$250 deposit is required and groups over 50 require a \$500 deposit. We do reserve the right to adjust prices at any time and cancellations will result in the forfeiture of your deposit. We require all payments to The Inn at Brookeville Farms to be made in the form of cash, personal check, a bank's cashier check, or money order. Credit cards are accepted with an applicable convenience fee.

Notes:

Additions & Upgrades

Appetizers

<i>Butler Passed Hors d'oeuvres</i>	<i>\$275.00 per 100 pieces</i>
<i>Displayed Hors d'oeuvres</i>	<i>\$6.00 pp</i>

Meal Service

<i>Shrimp Cocktail</i>	<i>\$7.50 pp</i>
<i>Soup Course</i>	<i>\$6.00 pp</i>
<i>Sorbet Course</i>	<i>\$4.50 pp</i>

Beverage Service

<i>Specialty Signature Drinks</i>	<i>\$7.00 per drink</i>
<i>Upgraded Table Side Wine Service</i>	<i>By the case</i>
<i>Additional Hour of Bar Service</i>	<i>\$5.00 pp</i>
<i>Upgraded Call Bar Service</i>	<i>\$4.00 pp</i>
<i>Upgraded Premium Bar Service</i>	<i>\$8.00 pp</i>
<i>Open Bar (4 hours) Including Champagne Toast</i>	<i>\$28.00 pp</i>
<i>Beer and Wine Bar Only (4 hours) Including Champagne Toast</i>	<i>\$24.00 pp</i>

Desserts

<i>Strawberries Dipped in Chocolate (2 per guest)</i>	<i>\$3.00 pp</i>
<i>Sundae Bar</i>	<i>\$5.00 pp</i>
<i>Viennese Station</i>	<i>\$12.00 pp</i>
<i>Fresh Fruits & Sauces with your Wedding Cake</i>	<i>\$3.00 pp</i>
<i>Dippables with your Chocolate Fountain</i>	<i>\$7.00 pp</i>
<i>Standard Wedding Cake</i>	<i>\$5.00 pp</i>

Miscellaneous

<i>House Table Centerpieces</i>	<i>\$15.00 per table</i>
<i>Chair Covers and Sashes</i>	<i>\$6.00 per chair</i>
<i>Decorative Arched Trellis</i>	<i>\$40.00</i>
<i>Chivari Chairs</i>	<i>\$9.00 each</i>
<i>Base Plates/Chargers</i>	<i>\$4.00 each</i>
<i>High Cocktail Tables</i>	<i>\$12.00 each</i>
<i>Chocolate Fountain</i>	<i>Call for Price</i>
<i>Frozen Drink Machine</i>	<i>\$350.00/\$450.00</i>
<i>Overlays & Napkins Available in Custom Colors</i>	<i>Call for Price</i>

19% Service Charge and 6% Maryland Sales Tax Applicable

Additional Services

Ceremony Fees

<i>Ceremonies up to 25 guests</i>	<i>\$175.00</i>
<i>Ceremonies of 26 - 50 guests</i>	<i>\$375.00</i>
<i>Ceremonies of over 50 guests</i>	<i>\$750.00</i>

Miscellaneous

<i>Groom's Room (available for two hours before ceremony)</i>	<i>\$250.00</i>
<i>Additional Hour of Reception (contracted one week in advance)</i>	<i>\$500.00</i>
<i>Additional Hour after Midnight (contracted one week in advance)</i>	<i>\$750.00</i>
<i>Additional Hour of Bar</i>	<i>\$6.00 pp</i>
<i>Saturday Overlap Fee (applicable during peak seasons)</i>	<i>\$3500.00</i>
<i>(Day event extends after 4pm/evening event begins prior to 6pm)</i>	
<i>Entire House Rental with Qualifying Contract (restrictions apply)</i>	<i>\$5000.00</i>

Directions

To The Inn at Brookeville Farms

19501 Georgia Avenue ~ Brookeville, MD 20833 ~ 301-924-6500

From Washington D.C. and points South and East. Take the Capitol Beltway to Exit #31, Georgia Avenue (Rt.97) North towards Wheaton. Continue North on Georgia Avenue (approximately 12 miles) eventually passing through Olney and crossing over Rt.108. Continue North (approximately 1 ½ miles) to The Inn (on your right) at 19501 Georgia Avenue. (NOTE: From Bethesda/Chevy Chase take Connecticut Avenue North to Georgia Avenue)

From Baltimore: Take Interstate 95 Southbound to Exit #38 (Rt. 32) West- towards Clarksville. Continue approximately 6 miles to Exit #20 (Rt.108) West towards Olney. Continue West on Rt. 108 for approximately 10 miles (passing through the towns of Highland and Ashton) until you reach the town of Olney and the Olney intersection of Rt.108 & Rt.97 (a.k.a. Georgia Ave.). At this intersection (Rt.108 & Rt.97) turn right on Rt. 97 North/Georgia Avenue. Continue approximately 1 ½ miles to The Inn (on your right) at 19501 Georgia Avenue.

From N.Virgina: Take the Capitol Beltway (495) to Rt. 270 North. Exit 270 at Route 28 East (Rockville). (Follow signs closely as Rt.28 weaves through downtown Rockville) Continue on Rt. 28 until you reach the Georgia Avenue/Rt. 97 intersection where you will take a left, heading North, on Georgia Ave. Travel on Georgia Ave. approximately 5 & 1/2 miles (passing through Olney & crossing over Rt.108) until you reach The Inn (on your right) at 19501 Georgia Avenue.

From Frederick and points North and West: Take Route 70 to Exit #76, Georgia Avenue (Rt.97) "West/Olney." Continue South on Georgia Avenue (Rt.97) approximately 10.6 miles, passing through the historic town of Brookeville. (Note: At the top of the hill in Historic Brookeville you must bear a hard right to stay on Rt.97) The Inn is approximately 1/3 mile South (just after Historic Brookeville) on your left at 19501 Georgia Avenue.

Accommodations Nearby

Longwood Manor Bed & Breakfast ~ 2900 Dubarry Lane ~ 301-774-1002

The Hilton ~ 1750 Rockville Pike ~ 301-468-1100

Gaithersburg Courtyard by Marriott ~ 805 Russell Avenue ~ 301-670-0008

Gaithersburg Hilton ~ 620 Perry Parkway ~ 301-977-8900

Gaithersburg Marriott Washingtonian Center ~ 9751 Washingtonian Blvd. ~ 301-590-0044

Sheraton at King Farm ~ 920 King Farm Boulevard ~ 240-912-8200

Reception Seating Planner

Table Number: _____

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Preferred Professionals

The Inn at Brookeville Farms

- DJ's** *Everything Entertainment – Mark Burch (240) 351-5434*
Washington Talent Agency – Marc Wilner (301) 762-1800
Bialeks – (301) 340-6206
Ultrasound DeeJays – Steve Lampiris (301) 217-9595
Brian Bergman – (301) 590-3991
- Bands** *Bialeks – (301) 340-6206*
Washington Talent Agency – Chuck Kahanov (301) 762-1800
Retrospect – Larry Elliott (301) 438-2400, (410) 715-1800
Mike Lange and Boogie Express – Mike Lange (410) 295-7365
The Zim Zemarel Orchestra – Gene Bonner (410) 529-0476
- Musicians** *The Crystal Strings – Stephanie Myers (301) 464-2828*
Piping for All Occasions – Stuart Frazier (301) 620-2288
Lesley Seplaki, Bagpiper – (410) 992-3232
Kathrin Murray – Classical Guitar – (410) 377-0551
Sean Lane – Pianist – (410) 721-9480
- Florists** *Karen Kallmyer – (301) 774-2675*
Blooming Arts – Kirsten Luise – (301) 442-8878
Da Vinci's Florist – (301) 588-8900
Only Olney Flowers – (301) 774-0190
Flowers by Judy – (410) 750-6164
- Cakes** *Les Delices – (301) 738-2256*
Something Extra Cakery – (301) 921-9194
Creative Cakes – (301) 587-1599
Custom Cake Designs – (301) 216-1100
- Photographers** *Paul Fleming – (301) 990-9294*
J. Stuart Harris – (301) 593-0627
Deb Lindsey – 301765-2075
Les Henig – (301) 933-5762
Avonlee Photography - Michael Dunphy – (301) 946-4656
- Videographer** *Video Express – (301) 598-6096*
- Clergy** *Rev. Wesley E. Peyton – (703) 323-5412*
Rev. John P. Gaffney – (301) 464-8331
Pastor Bill Boyer – (301) 598-0000
Rev. Michael Kelley – (202) 232-1144 (Catholic)
Rabbi Kenneth Block – (410) 459-6161
- Misc Other** *Invitations – Sidelines, Mickey Brodey – (301) 460-0444*
Open Invitations – (301) 570-9193
Exquisite Balloons – (301) 924-4516
A Touch of Class Limousines – 301-698-2650/ 866-214-LIMO
Bayside Limousine – (301) 390-1758, (410) 549-0413, (800) 439-2225
Martin's Sedan Limousine Service – 301-260-9393 / 7-888-848-9393
Grand Rental Station/Tents – 410-6747500
Gaithersburg Party Rental/Tents – 301-963-9011

Brides Checklist

12-18 Months

- ___ Purchase Engagement Rings
- ___ Take Engagement Photos
- ___ Send Engagement Announcement to Newspaper
- ___ Send Engagement Announcement by Email to Friends
- ___ Set Wedding Budget
- ___ Set Wedding Date
- ___ Decide Type of Wedding (Informal or Formal)
- ___ Determine Number of Guests to be Invited
- ___ Select Ceremony Site
- ___ Select Reception Site
- ___ Choose Photographer and Videographer

4-6 Months

- ___ Select Bridal Registry Items
- ___ Select Music for Ceremony, Reception
- ___ Prepare Accommodations for Out of Town Guests
- ___ Plan Bridesmaid Luncheon
- ___ Purchase Veil and Bridal Accessories
- ___ Purchase Gifts for Bridal Party
- ___ Order Wedding Favors
- ___ Review Plans for Ceremony, Reception
- ___ Make Honeymoon Plans

6-12 Months

- ___ Final Selection on Wedding Rings
- ___ Open Joint Bank Accounts
- ___ Take Dancing Lessons for First Dance if You Wish
- ___ Choose and Order Wedding Gown
- ___ Choose Color Theme for Wedding
- ___ Reserve Limousine/Wedding Transportation
- ___ Choose Bridal Party
- ___ Select Bridesmaid Dresses
- ___ Plan Details of Decorations (Balloons, Flowers, etc.)
- ___ Select Florist
- ___ Select Musicians (Live Band, DJ, Harpist, etc.)
- ___ Select Officiant for Wedding Ceremony
- ___ Select Hair and Makeup Artist
- ___ Shop for Trousseau and Going Away Attire
- ___ Select Baker (Wedding Cake)

2-3 Months

- ___ Pick Up Wedding Rings, Check Fit
- ___ Order Name Change Kit
- ___ Update Immunization/Passport for Out of Country Travel
- ___ Make Out a Photographer's Checklist
- ___ Purchase Gifts for Each Other
- ___ Apply for Marriage License
- ___ Address & Send Out Invitations
- ___ Coordinate Ceremony Program
- ___ Confirm Guest Accommodations
- ___ Finalize Details with Florist
- ___ Final Fittings for Gowns
- ___ Select Tuxes/Syles
- ___ Finalize Wedding Itinerary
- ___ Reserve Restaurant for Rehearsal Dinner
- ___ Have Formal w/Wdding Portrait Taken
- ___ Make Reservations for Bridesmaids Lunch
- ___ Make Bridal Shower/Bachelor Party Plans

Continued on next page

Brides Checklist Continued

One Month

- Call Guests That Have Not Yet RSVP'd*
- Confirm Honeymoon Plans and Pick Up Airline Tickets*
- Assign Wedding Day Helpers*
- Keep Track of Gifts Received and Start on Thank You Notes*
- Pick Up Dresses/Gown*
- Start Seating Arrangements & Prepare Seating Name Cards*
- Confirm Final Details with :*
 - Florist*
 - Photographer*
 - Officiant*
 - Videographer*
 - Baker*
 - Restaurant/Caterer*
 - Bridal Party*
 - Musicians*
- Double Check Attire and Accessories for Bridal Party and Yourself*
- Confirm Schedule for Hair and Makeup Artist*
- Finalize Wedding Day Itinerary*

1-2 Days

- Get a Manicure and Pedicure*
- Get a Massage*
- Attend Wedding Rehearsal Dinner*
- Pick Up Rental Tux for Groom and Groomsmen*
- Prepare Final Payment in Individual Envelopes for Each Professional*

Wedding Day

- Take a Nice Long Bath or Shower – Relax*
- Go to Hair and Makeup Appointment*
- Get Dressed*
- Have Fun – It's Your Wedding Day!*