

S 4 8 VENUE RENTAL

WELCOME GUIDE

CONTACT

239-719-3048

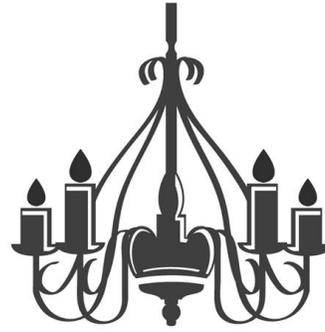
INFO@SUITEFORTYEIGHT.COM

WWW.SUITEFORTYEIGHT.COM

LOOKING FOR AN ALL
INCLUSIVE PACKAGE?
WE HAVE THAT TOO!

STARTING AT \$1995.00*

SUITE FORTY EIGHT



Suite Forty Eight

SPECIAL EVENT AND BANQUET VENUE

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PRICING WORKSHEET

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RATES & DAYS 2021-2022

ROOM RENTALS - \$100 DEPOSIT

Chandelier Salon Only \$425 Up to 4 Hrs Capacity: 40 PPL

Ball Room Only \$550 Up to 4 Hrs Capacity: 70 PPL

Time Frames for room rentals: Anytime before 2pm ONLY.

May not add time, if more time is needed upgrade to a different rental option.

Subject to Availability.

ENTIRE FACILITY (3200'SQ FT) - \$250/\$400 DEPOSIT

FRIDAY RATES: UP TO 100PPL 101-130 PPL

Half Day, 7am-2pm	\$650	-----
Half Day, 3pm-11pm	\$1000	\$1150
Full Day, 7am-11pm	\$1250	\$1450

WEEKEND RATES UP TO 100PPL 101-130 PPL

Half Day, 7am-2pm	\$750	-----
Half Day, 3pm -11pm	\$1300	\$1550
Full Day, 7am - 11pm	\$1550	\$1750

EXTRA TIME

Extend Rental to Midnight: \$200

Room rentals: \$65 each additional hour , before 2pm.

DEPOSITS | CANCELLATIONS | DAMAGES

DEPOSITS

- Deposits are refunded within 30 days after your event.
- Deposits do not go towards your rental rate.
- Deposits are forfeited if your rental agreement isn't received back within 10 days of placing your deposit.

CANCELLATIONS

- Deposits may be transferred to a new event date in lieu of cancellation.
- Cancellation terms and time lines are outlined in your rental agreement.
- Deposits are fully refunded if you cancel within 3 days of placing initial deposit to reserve the date.

DAMAGES

- Damages are deducted from your security deposit, if any.
-

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ENHANCEMENTS

White/Black Table Linens	\$13.00 each	X Qty _____	= \$ _____
Table Linens: Any Color	\$16.00 each	X Qty _____	= \$ _____
Table Runners: Any Color	\$5.00 each	X Qty _____	= \$ _____
Table Overlay: Any Color	\$8.00 each	X Qty _____	= \$ _____
Napkin Linen: Any Color	\$1.25 each	X Qty _____	= \$ _____
Gold/Silver Chargers	\$2.00 each	X Qty _____	= \$ _____
Salon Ceiling Drape	\$250.00		= \$ _____
Up lighting	\$95.00		= \$ _____
Stnd Centerpieces	\$85.00 each	X Qty _____	= \$ _____
Additional dinner table	\$15.00 each	X Qty _____	= \$ _____
Additional chiavari chair	\$6.00 each	X Qty _____	= \$ _____
Chair cover	\$5.00 per chair	X Qty _____	= \$ _____
Chair Sash, any color	\$3.00 per sash	X Qty _____	= \$ _____
Hedge Wall Backdrop	\$225.00		\$ _____
8' White Pipe and Drape Backdrop	\$200		\$ _____
4 Post White Chupa Canopy	\$425		\$ _____

All rental enhancements include the rental item plus placement!!

SERVICES

DJ 4 hours	\$850.00
Bartender & bar set up	\$225
Cleaning Fee	\$250.00
Photography 3 hours	\$750.00
Video 1 Hour Shoot	\$595.00
Catering	\$28-\$45 per person

All pricing above subject to change based on availability. Delivery rates apply.

Deposit is due to reserve your date.

Rental fee is due prior to your event, plus 6.5% Sales Tax

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STANDARD RENTAL

- Facility or Room Rental
 - 3200' venue space
 - Ball room
 - Chandelier Salon
 - Non-Cooking Kitchen with a wine chiller, refrigerator, microwave
 - Lounge with bar and deep freezer
- Gold chiavari luxury chairs (*Valued at \$425! These are FREE and included in your rental*)
- Up to 10- 60" round dinner tables
- Up to 5- 30" cocktail tables
- 5- 6' banquet tables
- Garbage bags
- Huge well lit parking lot with 300 spaces
- Convenient location to Cape Coral, Lehigh and Fort Myers
- Full capacity for seated dinner is 150
- Outdoor seating and smoking area
- Separate ceremony and reception spaces so your wedding isn't all in one room.
- Full offsite or onsite affordable decor packages are available (*Starting at \$11.95 pp*)
- Outside Catering welcome

DECOR PACKAGE

Take the hard work out of party planning and let us set it up for you.

ONLY \$11.95 per person Best Value in town!

- Table linen (white, black, navy)
- Gold/Silver Charger Plate
- Linen napkin (white, black, navy, khaki, red)
- Chair sash
- Mirror or wood slab centerpiece base
- Gold/Silver votive candles
- Dinner/Salad plates, fork, spoon & knife-disposable

Decor package includes set up.

SAVE TIME AND MONEY WITH THIS PACKAGE.

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TESTIMONIALS

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REPUTATION



Rating on Facebook



Jennifer says:

"My husband and I used Suite forty eight last week for our ceremony/reception. Angie and Susan did an amazing job. We did the all inclusive package so we didn't have to worry about anything. They took care of everything, from the decorating, to setting us up with the DJ and caterer. They even took care of our own decorations and personal items we brought in. They made sure everything ran smooth. Would highly recommend them in the future. Thank you again for making our wedding day perfect. "



"Elegantly finished space with wood flooring, chandeliers, draping and plenty of space to spread out! It's not just an amazing and beautiful venue for my party but weddings and receptions. It's a must see. "



4.8 out of 5 stars

Phenicia said...

"Suite 48 was the perfect venue for our event (40th Birthday Social). The entire process from reservation to post event was simple and easy. The staff was very responsive and accommodating. The venue itself was gorgeous and included some design elements I was not expecting. I would definitely utilize Suite 48 in the future. "

Alexis said...

"Suite 48 was perfect for our wedding. We had about 120 people in attendance, and there was enough space for everyone. The staff is great-- one of my favorite parts about Suite 48 is that we didn't have to set up any of the guest tables, we came in and they were all set up for us, linens and all. This space is affordable for people with a small budget and beautiful."

S 4 8 HOUSE RULES

Rental Initials: _____

Check In/Out Times:

All rental time periods include vendor set-up and clean up time. For example, if you rent Suite Forty Eight for eight hours, you need to plan on one- two hours of set-up time and one hour of clean up time within that time slot. If you would like more time, additional hours can be added as time allows . (depending on day and time)

Table and Chairs:

Suite Forty Eight offers multiple facility rental options. We have rates for up to 100 guests or more. If your rental package is for 100 or less, the package price includes tables and chairs for allowed capacity. Additional seating and dining tables may be rented at an additional fee. Visit our website for a complete list of rentable items. There are facility rental packages for larger groups available as well. ATTN: Do not drag or push chairs around on the floor. It damages the flooring!

Cleaning:

The facility is to be left in rentable condition. In other words, leave it the way you found it. At the conclusion of your event, if you've rented linens, shake them off and pile on a table. A complete sweep of the space used should be performed. Any liquid spills should be thoroughly mopped. Suite Forty Eight determines if cleaning was performed satisfactory. Cleaning should be done during your rented time frame of the facility.

Decorations:

You are free to bring in your own décor and beautify the space however due to past damages we have a list of items and actions that are not permitted. The following items/actions are prohibited: open candle flames, wall damaging devices (tape, nails, pins), do not hang décor from ceiling tiles, framing or sprinkler heads. Confetti and glitter is prohibited. There is an additional cleaning charge if confetti is used. All decor and personal items must be fully removed by check out time.

Linens and Rentals:

If you procure rental items and linens from Suite Forty Eight, the price includes setting the rental décor. Any table linens, sashes, chair covers or other linens that are damaged will be inventoried and you will be responsible for replacement cost of the item. If you access and use linen or equipment that are stored at the facility, that are not on your rental agreement, you will be charged the standard rental fee for usage.

Music:All music should be kept to appropriate levels. Dance bands or DJs must stop one hour before the end of your rental period to allow for the clean-up hour.

Smoking: Smoking is allowed outside only and the ashtrays provided must be used.

Back Exit Door: Should remain closed at all times. Loitering outside the back fire exit door is prohibited.

S 4 8 V E N D O R S

Please provide us with a list of your party vendors with their contact info. Vendors should be properly licensed and insured for their type of service.

Rental Initials: _____

Photographer:

Business Name: _____ Email: _____ Phone: _____

Caterer:

Business Name/Contact: _____ Email: _____ Phone: _____

Cake Company:

Business/Name: _____ Email: _____ Phone _____

Photo Booth:

Business Name: _____ Email: _____ Phone _____

Planner/Coordinator:

Business Name: _____ Email: _____ Phone _____

Rental Company:

Business Name: _____ Email: _____ Phone _____

DJ/ Entertainment:

Business Name: _____ Email: _____ Phone _____

Videographer:

Business Name: _____ Email: _____ Phone _____

Florist:

Business Name: _____ Email: _____ Phone _____

Other:

S 4 8 CHECK OUT

This is a basic check out list. These tasks should be performed in order to leave Suite Forty Eight in rentable condition and guarantee the return of your security deposit. You should leave Suite Forty Eight in the condition you found it.

Rental Initials: _____

Before you depart be sure to conduct a walk through and check these items:

1. Linens (if rented) are gathered on a table top.
2. Chair linens (if rented) you don't need to do anything. Do not remove.
3. (No Chair Linens) Stack chairs on table tops
4. Remove all full garbage bags and discard. Includes bathroom garbage, kitchen garbage and more. No garbage should be left in the venue. The dumpster is located out the back door.
5. Replace with new garbage bags
6. Sweep the floors. No debris should be on the floors
7. Mop up any spills when they happen.
8. Remove all personal décor and items
9. Empty the refrigerator and wipe kitchen counter
10. Remove décor, signage, etc. from exterior of venue

If you do not clean before you depart, the cleaning fee of \$250 will be deducted from your security deposit.

If you stay beyond your allocated rental time, the fee will be deducted from your security deposit.

Any damage to linens or property of Suite Forty Eight will be billed and deducted from your security deposit. You are responsible for the conduct of your guests.

Emergency Contacts:
Susan 239-410-7910
Angie 239-297-7132
