

Wedding Packages



BRIDGEPORT
CONFERENCE CENTER
AT CHARLES POINTE

304-808-3000 • BRIDGEPORTCONFERENCE.COM



Congratulations!

Celebrate this special moment – you're engaged! What an exciting time for you and your families. Now the fun of planning your wedding begins!

The day you say "I do" should be everything you've ever dreamed. From table linens to tea roses, sashes to signature cocktails, a lot of decisions go into creating your perfect wedding day. When you choose Bridgeport Conference Center as your wedding destination, you'll also be choosing a team excited to take this journey with you.

Tucked away in a quiet corner of Charles Pointe overlooking the Allegheny Mountains, Bridgeport Conference Center is right off I-79 and easily accessed by guests coming from all directions. Our indoor and outdoor spaces can accommodate the bridal shower, the wedding reception and everything in between.

Don't worry about your guests! With over 500 hotel rooms and dozens of dining and shopping venues within a few miles, they will enjoy their entire time here.

You can take a tour of our property and learn more online at BridgeportConference.com, but we want to meet and congratulate you personally! Call us today to arrange a property tour, schedule a tasting and discuss these customizable packages.

304-808-3000



Elegant Package

The Elegant Package includes:

- 4 hours of reception time
- Your choice of available napkin colors and folds
- Chair covers and sashes
Substitute Chiavari chairs for \$6 more
- House linens
- Mirror tiles and tea light candles
- Parquet dance floor
- Elegant ceiling treatment with lights
- Cake cutting and serving
- Champagne or sparkling cider toast for all guests



No Bar
\$75
per person

Children 10
& Under
\$35
per person

Beer & Wine Bar
\$95
per person

Level 1 Bar
\$100
per person

Level 2 Bar
\$105
per person

Level 3 Bar
\$110
per person

All services are subject to 7% sales tax and 21% service charge.

Elegant Package

Hors d'Oeuvres

Imported and Domestic Cheese Display

Assorted Fresh Fruit Display

PLUS Choice of TWO Hors d'Oeuvres

COLD

HOT

Bloody Mary Shrimp Shooters
Shrimp Cocktail
Pomegranate Pistachio Crostini
Roma Tomato Bruschetta
Prosciutto and Fig Crostini
Shaved Beef and Gorgonzola Crostini
Caprese Skewers
Chocolate Covered Strawberries

Italian Cocktail Meatballs
Sausage and Peppers
Pork Belly Crostini
Red Skin Potato Souffle
Buffalo Cauliflower Bites
Mini Crab Cakes with Remoulade
Sausage Stuffed Mushrooms
Hot Crab Dip



Additional Hors d'Oeuvres may be added to package price for \$3 per person.

Elegant Package

**Includes Full Beverage Service with Water, Tea, Soda, Regular and Decaffeinated Coffee
Warm Rolls and Butter**

Dinner Buffet

Field Greens Salad

Mixed Greens, Roma Tomatoes, Ripe Olives,
English Cucumber, House Made Italian Vinaigrette and
Buttermilk Ranch Dressing

Entrées

Choice of TWO Entrées

(Additional Entrée Available at \$6 per Guest)

Grilled Chicken Breast, Natural Jus

Oven Roasted Breast of Turkey, Herb Poultry Jus

Maple Glazed Baked Ham, Pineapple Apricot Chutney

Roast Loin of Pork, Kiln Dried Cherry Barbeque Sauce

Braised Beef Tenderloin Tips, Button Mushrooms and Pearl Onions

Slow Cooked Pot Roast of Beef, Caramelized Onion Jus

Grilled Fillets of Atlantic Salmon, Sauce Mornay

Side Dishes

Choice of TWO Side Dishes

(Additional Side Dishes Available at \$3 per Guest)

Buttermilk Mashed Potatoes, Gravy on Side

Garlic and Herb Roasted New Potatoes

Chili Orzo Rice Pilaf

Country Style Green Beans with Bacon and Onions

Zucchini and Squash Medley

Steamed Rainbow Carrots and Snap Peas

Broccoli and Cauliflower Casserole

Baked Ziti Pasta, Provolone and
Ricotta Cheese, Marinara Sauce

Plated Dinner

*Make Any Plate a Dual Plate for \$6 More per Guest
Depending on Entrée Selection*

Salad

Choice of ONE Salad

Field Greens Salad

Mixed Greens, Roma Tomatoes, Ripe Olives, English
Cucumber, Choice of Homemade Ranch
or Italian Dressings

Caesar Salad

Romaine Lettuce, Ripe Olives, Herb Croutons,
Shaved Parmesan Cheese, Classic Caesar Dressing

Entrées

Choice of ONE Entrée

Taste of Italy

Cheese Manicotti, Meatballs and Romano Cheese

Pan Seared Atlantic Salmon

Mornay Sauce

Stuffed Chicken Breast

Smoked Mozzarella, Baby Spinach
and Prosciutto Ham

Grilled Top Sirloin

Bourbon Shallot Demi

Side Dishes

Choice of TWO Side Dishes

(Additional Side Dishes Available at \$3 per Guest)

Buttermilk Mashed Potatoes, Gravy on Side

Garlic and Herb Roasted New Potatoes

Chili Orzo Rice Pilaf

Country Style Green Beans with Bacon and Onions

Zucchini and Squash Medley

Steamed Rainbow Carrots and Snap Peas

Broccoli and Cauliflower Casserole

All menu options are customizable. Additional menu items, hors d'oeuvres, action stations, and upgrades are available.

Bar Packages

When it comes to our bar packages, there's no need to guess what you're getting. There is a setup fee of \$75 per bar for each 4 hour bar package listed below. (The number of guests determines the number of bartenders needed.) All brands are subject to change based on availability. If you require a particular brand, substitution can be arranged with your wedding coordinator, though pricing may vary. Additional host bar hours can be purchased and should be planned as part of the wedding detail meeting.

Cash, consumption and cap bars are available. Please inquire with your event coordinator.
Raise a glass to decisions made easy!

BEER AND WINE

House Wines, Domestic and Imported Beer*
\$20 per Guest

LEVEL I

House Wines
Domestic and Imported Beer
Well Brands

\$25 per Guest

LEVEL II

House Wines
Domestic and Imported Beer
Call and Well Brands

\$30 per Guest

LEVEL III

House Wines
Domestic and Imported Beer
Premium, Call and Well Brands

\$35 per Guest

**Draft beer available upon request. Pricing varies. See your event coordinator.*

WELL BRANDS

Dewar's
Smirnoff
Beefeater Gin
Seagram's 7
Jose Cuervo Gold
Lord Calvert
Montego Bay
E&J Brandy
Jim Beam
Kahlua

CALL BRANDS

Jameson
Jose Cuervo 1800
Canadian Club
Captain Morgan
Jack Daniel's
Absolut
Tanqueray
Bacardi Superior
Johnny Walker Red
Disaronno
Bailey's Irish Cream
Malibu
Wild Turkey

PREMIUM BRANDS

Woodford Reserve
Maker's Mark
The Glenlivet 12 Year
Bacardi Gold
Crown Royal
Gentleman Jack
Grey Goose
Bombay Sapphire
Parrot Bay
Hennessy
Chambord
Grand Marnier
Patrón
Ketel One
Tito's Vodka

HOUSE WINES

Chardonnay
Cabernet Sauvignon
Merlot
White Zinfandel
Pinot Noir
Pinot Grigio
Moscato

DOMESTIC BEER

Budweiser
Bud Light
Coors Light
Michelob Ultra
Yuengling
Miller Lite

IMPORTED BEER

Heineken
Blue Moon
New Castle
Amstel Light
Corona
Samuel Adams

Ceremonies

Couples that book their wedding reception at the Bridgeport Conference Center and are looking for an easy and affordable ceremony location may take advantage of our gorgeous grounds with an onsite ceremony. Whether you desire a beautifully bright day on the patio overlooking rolling hills or an indoor affair, ask your coordinator about your ceremony options. Here are a few points to keep in mind when considering an onsite ceremony.

- Ceremony rental is available for your wedding at \$250, lasting up to one hour.
- Because our ballroom chairs cannot be used on the grass, classic white resin chairs are required for any grass location. Those incur an additional cost of \$8 per guest.
- If you are worried about the weather, no worries. Your event coordinator will be sure to have an indoor back-up plan available. Ceremony tents are also available for rental. Keep in mind, rain delays aren't just for baseball games – for every time lightning strikes, your ceremony will be postponed 15 minutes for the safety of you and your guests.
- For patio ceremonies, we make sure the road in front of the conference center is blocked off for your convenience – that means no cars driving by during your special moments.
- BCC is not responsible for ceremony music. You may feel free to hire additional vendors (such as a string quartet) for this time or consult with your DJ about including their services during the ceremony. If you need assistance, we will be glad to help.



Getting married somewhere else?

We pride ourselves on our offsite catering services. Ask us about a consultation today!

Our catering services include:

- Dishware and linen rentals
- Full catering menu
- Bartending and staff services

Tastings also are available upon request.

Additional Amenities



Chair Covers and Sashes Starting at \$6 per Guest

Bringing your own covers?
Setup charge: \$1.50 per chair cover



Custom Chairs

\$12 per Chiavari Chair
\$15 Chameleon Chair
\$20 Wooden Farm House Chair



Bridal Lounge

\$400

Lunch option provided during wedding day prep



Late Night Snack Station Starting at \$6 per Guest

Mac 'n' Cheese Bar \$7 per Guest
Taco Bar \$7 per Guest
Pizza Bar \$6 per Guest
Ice Cream Station \$9 per Guest
Cascading Chocolate Fountain \$7 per Guest
S'mores Bar \$6 per Guest

Please ask coordinator about other options

Payment Schedule

The sales staff at BCC will work with you to make sure there are no surprises while planning for your big day. To hold your date, we require a non-refundable \$1,000 deposit. This will secure your space without pressuring you to make any other decisions right away. We'll then work with you to produce an estimated total (including sales tax and service charge) based on what package you choose. After selecting your preferred payment schedule created by your event planner (either monthly or quarterly), you will know exactly how much you are paying and when those payments are due. We welcome you to submit a larger amount for your deposit or any other payments along the way, and we'll be happy to work with you if you require multiple payment methods.

Upon booking your event	Monthly or quarterly payment plan	Final payment (3 days before event)
\$1,000 deposit	Based on estimated total	Any outstanding balance that may remain

Individual payment schedules subject to change based on the time between booking date and event date. Monthly or quarterly payment plans available.



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