



Kelli McAbee Photography

Edinburgh West

The Upstates Newest Wedding Venue

An English Conservatory on a 16 acre property in Taylors, SC, only 15 minutes from Main Street Greenville, SC. Have your Wedding or event at a European inspired location complete with a Buckingham Palace style entrance gate and a long double driveway with Victorian streetlights leading to a large 50' X 60' grand glass English Conservatory.

Package includes, dinner, florals, directing and fixtures.
Let Camelot Event Group do the work so you can enjoy the celebration.

After all, YOU are the guest of honor!

3705 Locust Hill Road Hwy 290
Taylors, SC 29687

Edinburgh West Wedding Package

<p align="center">The Venue Rental of The Property for Six Hours</p>	<p>Common Add Ons to the Packages:</p>
<p align="center">Catering Buffet dinner for 100 people. Includes one entrée and four items from menu. (Includes Cake Serving Fee)</p>	<p>Each additional person over 100:</p>
<p align="center">Flowers (Customized to your taste and colors).</p>	<p>add \$35.00* per person.</p>
<p align="center">Ceremony Flowers Ceremony Backdrop and Aisle Decorated</p>	<p>(This includes Buffet dinner with one entrée, fixtures for the wedding and reception, table florals- estimation per guest based on tables of 7.)</p>
<p align="center">Reception Flowers Large Fresh Flower Arrangement on Food Table 10 Arrangements plus 4 Upgraded for the Banquet Tables Conservatory Hanging Decor Over Dance Area Baskets or Garland on the Front Door of Conservatory</p>	<p>-Pre dinner appetizers \$4.50 per person. 2 items from the hors d'ouvres menu and bev.</p>
<p align="center">Personal Flowers 1 Bride's Bouquet 3 Bridesmaid's Bouquets 1 Throw Bouquet 2 Mother's Corsages 5 Other Corsages 8 Boutonnieres</p>	<p>-Additional Entree \$3.50 per person Additional Bridesmaids bouquets \$60.00</p>
<p align="center">Rental Fixtures 100 Chivari Chairs for the Ceremony 14 Banquet Tables 14 Linens to floor w/ Overlays 1 Sweetheart Table with Linens 100 Chivari Reception Chairs Easel for the Bridal Portrait Guest Book/Gift Table Parking Attendant (200+ Guests, 2nd needed)</p>	<p>-A one mic sound system \$150.00. -High Boys with linen \$26.00.</p>
<p align="center">Rehearsal and Day-of Coordinator</p>	<p>Reception only events deduct \$360.00 for Ceremony Chairs.</p>
<p align="center">TOTAL for all Services based on 100 people. \$10,965.00 plus tax and grat.</p>	<p>*For more detailed pricing including tax and gratuity, or hors d'ouvres only events, ask for a quote through the contact form at www.Edinburghwest.com.</p>
<p>The services mentioned above are exclusive to Edinburgh West.</p>	

Packages are based on 100 people, however, Edinburgh West can accommodate several hundred people.

3705 Locust Hill Road, Taylors SC 29687.

For an Appointment, fill out the contact page on our website:

www.edinburghwest.com

eventsatedinburghwest@gmail.com, 1-864-271-0188

Menu

Hors D'oeuvre Receptions

\$13.95 per person

(For heavy hors d'oeuvre receptions, price includes disposable dinnerware)

Dinners

\$16.95 per person

(included in package)

Fruit Sampler, Vegetable Platter with Dip, one additional beverage, and a choice of any FOUR items below

- ❖ Meatballs in Sauce
- ❖ Mini Quiche
- ❖ Hot Pimento Cheese Dip
- ❖ Mini Ham Biscuits
- ❖ Cheese Sampler Tray
- ❖ Cocktail Wieners in Sauce
- ❖ Spinach and Artichoke Dip w/Cocktail bread
- ❖ Croissant Sandwiches
- ❖ Seafood Dip w/ Salad shrimp & Crackers
- ❖ Chili Beef Dip w/ Chips
- ❖ Mini Cheesecakes
- ❖ Chicken Pastry Shells
- ❖ Dessert Sampler
- ❖ Mini Baklava
- ❖ Assorted Pinwheels
- ❖ Caprese Skewers
- ❖ Frank in a Blanket
- ❖ Hot Crab Dip w/ Cocktail Bread
- ❖ Stuffed Mushroom
- ❖ Stuffed Tomatoes
- ❖ Shrimp w/ Cocktail Sauce
- ❖ Chicken Fingers (+.50 per person)
- ❖ Charcuterie Board (Counts as 2 items)

Add-ons

- ❖ \$1.75 per person for additional items
- ❖ \$3.75 per person for Meat Carving Station with Bread & Condiments
- ❖ \$3.50 per person for Pasta Station
- ❖ \$3.50 per person for Mashed Potato Station
- ❖ \$3.00 per person for Large Shrimp w/ Cocktail sauce
- ❖ \$3.00 per person for Chocolate Fountain w/ pretzels and Marshmallows
- ❖ \$1.00 per person for additional drinks (ex. soft drinks, hot apple cider, or hot chocolate, punch, lemonade)

Desserts

- ❖ Chocolate Pound Cake
- ❖ Cake Squares
- ❖ Cobbler, Pies (assortment)
- ❖ Cheesecake (+ \$.50 per person)

Minimum \$1,200 for catering
10% Gratuity for Catering staff

Linda J's Catering
GassawayMansion@gmail.com

Entrees (Choose one)

- ❖ Bourbon Chicken
- ❖ Barbecue Chicken Breasts
- ❖ Lasagna
- ❖ Roast Beef w/ Mushroom Gravy
- ❖ Honey Glazed Ham
- ❖ Sliced Turkey Breast w/ Giblet Gravy
- ❖ Fried Chicken
- ❖ Shrimp w/ Cocktail Sauce
- ❖ Honey Dijon Chicken
- ❖ Shrimp & Grits
- ❖ Chicken & Grits
- ❖ Chicken tenders
- ❖ Southwestern Chicken
- ❖ Chicken Breast w/ Mushroom Gravy
- ❖ Pork Tenderloin
- ❖ Beef Tenderloin (+ \$4.00 per person)

Accompaniments (Choose four)

- ❖ Green Beans Almondine
 - ❖ Southern Style Green Beans
 - ❖ Green Bean Casserole
 - ❖ Cream Corn
 - ❖ Rice Pilaf
 - ❖ Baked Potatoes
 - ❖ Scalloped Potatoes
 - ❖ New Potatoes
 - ❖ Normandy Blend (Carrots, Broccoli, and Cauliflowers)
 - ❖ Macaroni and Cheese
 - ❖ Mashed Potatoes and Gravy
 - ❖ Potato Salad
 - ❖ Baked Beans
 - ❖ Dressing and Gravy
 - ❖ Fresh Fruit Tray
 - ❖ Slaw
 - ❖ Pasta Salad
 - ❖ Sugar Snap Peas
 - ❖ Broccoli w/ Cheese Sauce
 - ❖ Asparagus Vinaigrette
 - ❖ Roasted Brussel Sprouts
 - ❖ Mixed Vegetable Casserole
 - ❖ Pineapple & Cheddar Casserole
 - ❖ Potato Casserole
 - ❖ Sweet Potato Casserole
 - ❖ Squash Casserole
 - ❖ Tossed Salad
 - ❖ Caesar salad
 - ❖ Spinach Greens, Fruit, and Vinaigrette Salad
-
- ❖ Bread (Included)
 - ❖ Coffee, Tea, and Water (included)
 - ❖ \$4.50 per person to add pre-dinner appetizers (1 beverage, 2 items on hors d'oeuvre menu)
 - ❖ \$3.50 per person for additional entrees

This is a copy of Online Event Contract, venue contract only available digitally. The digital contract will be sent after an initial tour:

Edinburgh West
3705 Locust Hill Road
Taylors, SC 29687
864.271.0188
Fax 864.242.9935

Sample Contract

Reserved by (Bride's Name): _____

Wedding Date _____

Actual Time _____ to _____

Event Time _____ to _____

Bride's Address: _____

Home Phone: _____

Work Phone: _____

Cell: _____

E-mail: _____ @ _____

Facebook: _____

Groom's Name: _____

Married Names: _____

How did you find out about Edinburgh West? Circle all that apply:

Social Media Bridal Show Post Card Friend Internet Other _____

Total of Edinburgh West Venue Only: \$4150.00

Six hours are allotted: 1 1/2 hours prior to the event for photography, etc; 4 hours for actual event; last half-hour for gathering items that belong to you, etc. Additional hours can be added for \$300.00, however, event end time can be no later than 10pm.

A non-refundable deposit of \$500.00 is required to reserve the house and to guarantee your date.

Cancellation Policy: All payments, deposits and all monies received are NON-REFUNDABLE and a credit will not be given. This contract binds the purchase of a specific date at this venue and cannot be replaced. A cancellation notice must be received directly from the Bride, in writing, in order to relinquish Bride of any remaining balance. Payments that are 30 days past-due will result in the wedding date being placed back on the market, unless other arrangements are made. Edinburgh West Inc. is not responsible for Acts of God, loss of utilities, liability, or any act beyond their control. If for any reason whatsoever, that Edinburgh West and/or members of The Gassaway Group (doing business as The Camelot Event Group) cannot perform their services on this date. Customer agrees to move to our sister Venue (The Gassaway Mansion) on an available/approved Friday or Sunday date at that venue, or move the event date to the nearest available/approved Friday or Sunday date within 2 years of the original event date.

Customer understands that wedding or event liability or cancellation insurance is the responsibility of the customer to purchase from a 3rd party.

The following services are to be provided solely by Camelot Event Group at Edinburgh West: catering, flowers, and rental equipment. (Camelot Event Group is comprised of separate businesses).

Payment made to one member of Camelot Event Group cannot be transferred to another.

My signature on this contract verifies my agreement, understanding, and acceptance with The General Information sheet, the Payment Schedule sheet, this contract and the contracts with businesses within The Camelot Events Group:

Bride: _____ Date: _____

Edinburgh West: _____ Date: _____

General Information

Just a few reminders to help your event go smoothly!

1. Camelot Event Group is comprised of five separate services/businesses that are exclusive to Edinburgh West: Linda J's Catering, Designer Concepts (Flowers), Bordeaux Inc. (Wedding Fixtures), day-of coordinating (Kennedy Kapanzhi) and the rental of Edinburgh West. No later than thirty (30) days after booking Edinburgh West, the wedding will be planned with Camelot Event Group. Deposits will be made on the rest of the services, and a payment schedule will be planned. (See Payment Schedule Page). Outside services will be needed for photography, cake, music, officiant, attire and anything listed on our brides checklist.
2. You will be given six (6) hours total for your event: 1 ½ hours before the wedding for dressing and photography, four (4) hours for the actual event, and the last ½ hour for gathering your belongings. DJ's turn off their music at the end of the 5 ½ hours or when the Bride and Groom bid farewell to their guests. Each additional hour can be added for a charge of \$300.00 per hour. Wedding ceremonies should not start later than 6pm, due to city noise ordinance that ends at 10pm.
3. Alcohol: Please see last page of this packet.
4. No smoking in or near the conservatory and back building; however, sand pots are available outside.
5. The Bride's room is only for the Bride, her mother and attendants. If possible, it is best for the Mothers and Attendants to come dressed for the wedding. The Groom and Groomsmen come dressed for the wedding. Hair and Makeup should be done prior to arrival.
6. Rehearsals are free of charge; however, they are subject to our bookings. Rehearsals can be scheduled one month prior to the event. In the case of a wedding scheduled on Friday evening and another wedding scheduled on Saturday, both weddings can rehearse on Thursday within two hours of each other. All scheduling is subject to our bookings.
7. Send-off: Birdseed, silk flower petals, fireworks, and confetti are not allowed.
8. Due to Greenville County's Noise Ordinance, noise should be no louder than 70 decibels at the property line. The Staff at Edinburgh West will monitor the levels. This also applies to the ceremony. Family friendly music is appreciated. Disc Jockey Sub Woofers are not permitted.
9. Because of the noise ordinance, full bands are not allowed for the receptions. DJs are allowed for receptions and other live, acoustic musicians are allowed upon approval for ceremony and cocktail hour.
10. Disposable Plates, forks and napkins for the cake must be provided by the customer. Glassware for cake must be rented from the caterer. Review the Brides checklist for more items that need to be brought in. Please use permitted and licensed bakers.
11. You may need amplification for a minister or singer a sound system is available for rent or your DJ can provide this.
12. All fresh flowers belong to the Bride and silk flowers used to decorate are rented.
13. Because of the South Carolina heat, for all weddings in late May – September, we HIGHLY recommend that the ceremony be no earlier than 6:00 PM.
14. Because Edinburgh West is a semi-inclusive venue and day-of coordination is included, outside wedding planners and coordinators are not needed.
15. Edinburgh West is a Christian owned facility. **Christian symbols/scripture may be displayed throughout the property, building and staff.**
16. Typically, only two planning appointments are needed. The initial planning appointment takes place within thirty days of when the deposit is placed and is used to start the monthly payment plan. The finalizing appointment takes place about a month out from the wedding and is used to finalize details.
17. Samples plates are available upon requests for pick-up during event times only.
18. Christmas/Winter decor will be up for all events that take place from Thanksgiving to January 1st. These items cannot be moved or taken away (i.e. Winter trees, garlands, etc.). However, all decor will be neutral in color (Metallics, white flocked, winter greens).
19. Faux flowers are used for all backdrops, and hanging and outdoor decor. Fresh flowers are used for centerpieces and personal flowers.

Brides Checklist

- Wedding Gown
- Bridesmaids' Dresses
- Flower Girl Dresses
- Mother of the Bride/Groom Dresses
- Shoes
- Jewelry
- Veil
- Garter
- Groom's Tuxedo Attire
- Groomsmen Tuxedos
- Fathers' Tuxedos
- Ring Bearer
- Officiant
- Marriage License
- Photographer
- Bridal Portrait
- Videographer
- Cake
- Cake Napkins
- Toasting Flutes for the couple
- Cake Knife
- Plastic Forks for the Cake
- Plastic Plates for the Cake
- Ceremony Music
- Reception Music
- Invitations
- Programs
- Send off items
- Favors for Guests
- Signage if needed (tables numbers, reserved signs, etc.)
- Guest Book
- Unity or communion elements for ceremony
- Pen for the Guest Book
- Basket or Container to hold Cards
- Decorating Car Kit
- Transportation (Horse & Carriage, Limo, or vintage car)
- Photo booth
- Pictures (Engagement Pictures)

Ask Others to Help You with:

- Getting your Gifts after the Wedding
- Getting your belongings after the Reception
- Getting your cake and food leftovers
- Getting your fresh flowers
- Getting your personal items in the brides room

**Please contact Kennedy Kapanzhi or
Linda Boyles during weekdays:**

eventsatedinburghwest@gmail.com

Alcohol Service:

Beer & Wine Service: If the couple would like to offer beer and wine to their guests, they must hire one of the below bartending services, to provide a full-service package that includes bartenders and product. The couple should contract with the bartending service directly upon booking the mansion to guarantee availability. Couples are not allowed to bring their own alcohol onto the property without service from one of these companies below. The bartending service will remove all the alcohol from the property when service has ended.

General alcohol service rules:

All guests consuming alcoholic beverages must be at least 21 years of age. All alcohol must be labeled with a federally approved label; no home brews, flasks or homemade punches are allowed. All guests must keep their personal consumption to a moderate level. Guests who are over intoxicated, passing drinks to minors, bringing in outside alcohol or causing problems will be asked to leave immediately. Gassaway Mansion staff has permission to confiscate any outside alcohol.

No liquor is allowed on the property or in the parking lot at any time. This includes through the bartender.

Alcohol service is limited to four hours. After the event has concluded any leftover alcohol must be packed up and removed. Guests should not be allowed to take alcohol “to-go”. Guests should not consume alcohol or “tailgate” in the parking area. All alcohol must be consumed in the reception areas.

The Bearded Bartender
864-525-5205
www.BeardedBartenders.com

Southern Libations
864-906-8400
<https://southernlibationsevents.com/>