



Bridal Celebrations

Bridal Services &
Wedding Planner



Se habla Español.



The Stillwell House
your historic event facility & Garden
134 South 5th Avenue • P.O. Box 1203 • Tucson, AZ 85702

Welcome...



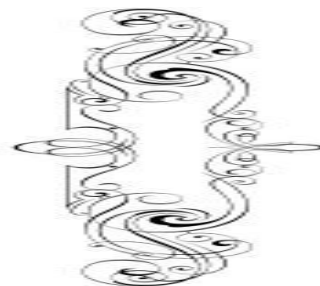
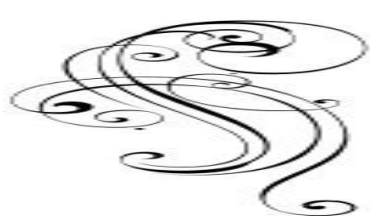
Welcome to the Stillwell House and Garden, your historic wedding destination. We are happy you have chosen to visit our property and we look forward to assisting you to create a wondrous and magical event that is all your own. The Stillwell House and Garden offers a historical, private and exclusive celebration setting like no other. As one of Tucson's authentic historical landmarks, The Stillwell House and Garden provides an elegant, historic unique setting that is steeped in rich tradition and ceremony. We are the premier destination for weddings in Tucson.

The Stillwell House and Garden is Tucson's most unique, elegant and private wedding location. Nestled in Tucson's historic downtown, The Stillwell House and Garden offers an enchanting ambiance that transforms into the perfect venue for your special day. Wedding parties may choose to have their ceremony under the romantic cascade of the vine-covered arbor outdoors in the secluded charm of the cobbled courtyard. Your guests will immediately feel at the home among the whisper of trees and the fragrant aroma of jasmine and gardenia.

Brides can make a grand entrance inside on the palatial landing of the sweeping staircase in the main house. The cathedral ceiling and polished maple hardwood floors add to the grandeur of any ceremony. Brides love the comforts and personalized amenities of our lovely Bridal Room where they can seek special moments preparing for their commitment. The cantina is the icing on the cake for many brides, for it serves as a welcoming reception venue and festive dance floor arena for socializing and celebrating.

With the beautiful and private setting of The Stillwell House and Garden and its unique uses and versatile for weddings, combined with the knowledge, expertise and top notch cuisine of Stillwell Catering, we know you'll be pleased with what we have to offer. We hope you enjoy your tour of The Stillwell House and Garden and we look forward to helping you create your perfect event.

The Stillwell House and Garden offers wedding packages to fit any budget, taste and style. Valet parking and many affiliated services and vendors are also available for your event. You can schedule a complimentary tour and consultation where you can view the property and receive a personalized event quote. Call **520-623-9123** for your customized event consultation. Weddings can be held year round and we can accommodate up to 350 guests throughout the property. We also provide discounts for off-peak months, Friday, Sundays, and weekday weddings.

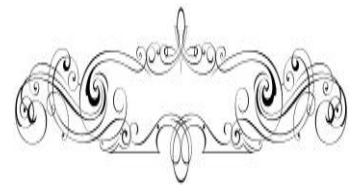


Beverages

We offer the following to you with your booked wedding:

In addition to your menu choices, The Stillwell House and Garden provides professional bartending services that will not only add to your reception, but enhance your dinner, entertainment and overall celebration of the day. The Stillwell House and Garden professionally serves all liquor and spirits that you provide for your event. Our professional bartenders serve your selected beverages and enhance them with the services of The Stillwell House and Garden Bar Package which offers the following:

- Services of one bar and one bartender
- Bar Glassware-highball, martini, wine and champagne
- Ice for the entire event
- Lemon, limes, olives, cherries and margarita salt
- Pepsi products including Pepsi, Diet Pepsi & Sierra Mist
- Lemonade, Orange and cranberry juice, tonic and soda
- Hot coffee and assorted hot teas display



Bar Pricing

- The Stillwell House and Garden Basic Bar Package \$550
- Parties over 150 (requires two bartenders) \$650
- Parties of 200 guests or more \$750+
- Additional bartender and cocktail servers \$100 ea
- Bar in Main House for Cocktail Hour +100.00
- We recommend you add extra bartenders and/or cocktail servers, the larger your party is.
- See our quantity guide to assist you in planning for your guests.

Full Service Bridal Package

What you get when you book with Stillwell...

1. This menu option an incredibly comprehensive choice of event services, paired with the beautiful Stillwell House and Garden property **rental for six hours (6hrs)**, along with the exquisite cuisine of The Stillwell Catering Company and bartending service.
2. Those who choose The Stillwell House and Garden Full Service Option enjoy an expansive array of dinner menus they can choose from to select the perfect cuisine and refreshments for their special guests.
3. With years of renowned catering and delicious culinary experience, The Stillwell Catering Company's service offered in this package is the perfect accompaniment to the beautiful property and furnishings for your special event. **Please see the following list of benefits and services you will receive with The Stillwell House and Garden Full Service Package.**

Private Use of the Main House, Courtyard and Cantina

You will have complete usage and utilization of all areas of the property for your event for *six hours (6hrs)*. You can design and decorate all areas of The Stillwell House and Garden to fit the theme and look for your special day. You can decide how you want to showcase your spaces and make the most of each unique area that fits your lifestyle and taste.

Event Guarantee, Courtesy Rehearsal & Complimentary Event Preparation

Because your day is very special, The Stillwell House and Garden is pleased to guarantee your event will be the one and the only event booked for the entire property for the entire day. To allow you enough time to fully implement and enjoy your event, we give you a full *six hours (6hrs)* of facility usage time for your event, from the beginning of the ceremony to the end of your reception. In addition, we offer a one-hour (1hr) courtesy rehearsal with a water station and mock ceremony set-up the day before your event; at this time we accept non-perishable items for your event. Furthermore, we always like to give our guests plenty of preparation time, so we offer a two hour (2hr), courtesy window to prepare immediately prior to your event that day.

Total House Décor

The Stillwell House and Garden is elegantly furnished with little extras to make your event beautiful. The main house boasts a beautiful classical piano tuned and ready for professional use. The court yard is nicely appointed with comfortable seating, tables and gazebo. The cantina boasts a DJ stage, lighting, plasma television, bar stools, tables, chairs and extra guest bathrooms. We also provide a nicely appointed gift table draped with complimentary linen, along with a matching place card table for guests upon arrival. We are fully handicapped accessible, and all indoor areas have central air and heating.

Private Bridal Dressing Room with Amenities

On your special day you deserve a tranquil place with peace and solitude where you can prepare with your loved ones. Your room will be completely outfitted with a courtesy beverage station and snacks to keep hydrated and refreshed. For relaxation you will have a television, VCR and stereo to play music or media while getting ready. You will also have dressing mirrors to assist you in putting together your ceremonial fashions and a spacious vanity stocked with necessary amenities and last-minute articles.

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Full Service Bridal Package Continued...

Special Ceremonial Area

Complete outdoor set-up of ceremony site and back-up indoor ceremony site, natural wood folding chairs, unity candle or altar table with linen drape, two candelabras for altar site with hurricanes, guest water station, guest book table with linen drape.

Beautiful Appointed Table Service

Your custom table service will surpass your expectations. We offer elegant china and flatware for all three courses that will enhance the style and theme of your table. We also offer complimentary buffet settings that are tastefully embellished with natural décor that will enhance your service. We offer an abundance of tables that can be arranged in a variety of ways, natural wood folding chairs and bistro chairs that can be dressed and decorated for any theme, and your choice of professionally cleaned linens.

Elegantly Detailed Head Table Décor & Centerpiece Enhancements

The Stillwell House and Garden want to make your dinner service special. We provide personalized enhancements to your table that will blend and compliment your theme. We also offer complimentary centerpiece enhancements with 12" mirrors and vases for all of your guest dining tables.

Beverage and Bar Service

We are pleased to provide beverage and bar service for your event. The Stillwell House and Garden professionally serves all liquor and spirits that you provide for your event. We also provide an experienced bartender, ice, garnishes, soft drinks, juices and tonic. The Stillwell House and Garden also is proud to offer a Starbucks Coffee Station with both decaf and regular House Blend, with sugars, sweeteners, stirring sticks and half and half. Along with a full coffee service, we compliment it with a variety of hot teas.

Elegant Cake Cutting Service & Stand

In addition to your beautiful table design and complimentary beverage bar service, The Stillwell house and Garden knows that the cutting of the cake is an anticipated event and we want it to be special. We give you a beautiful cake table draped in elegant linen and accompanied with a tasteful silver cake knife set with a romantic silver cake stand.

Professional Staff and Onsite Event Hostess

The Stillwell House and Garden boasts a professional and highly trained staff to assist in your every need. Our dedicated staff will handle the complete setup, breakdown and cleanup. We also make sure that an onsite event hostess is available during your event to assist in any last minute needs.

Extra Care When it Counts

Because The Stillwell House and Garden has years of experience in wedding planning, we can anticipate your every need. We can provide portable space heaters when it's chilly, a pizza and lemonade reception for little guests in the cantina, and convenient curb-side parking for guests. We are handicapped accessible, we have central heating and air conditioning, and we offer booster seating and highchairs for children. We also recycle.

Audio & Visual Enhancements

The Stillwell House has up to date technology and entertainment for your every need. We give our guests full usage of a plasma television in the cantina, digital music with XM Radio throughout the property and portable PA and screen.

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Full Service Event Fees

Please note that all full service event fees are based on a six hour event time with a two hour (2hr) pre-event courtesy for your immediate bridal party.

Fridays and Sundays	\$2200 (based on 100 guests)
Additional Guest Fee (over 100 guests)	\$10 per guest
Facility Rental Cap (over 200 guests)	\$3000
Saturdays	\$2500 (based on 100 guests)
Additional Guest Fee (over 100 guests)	\$10 per guest
Facility Rental Cap (over 200 guests)	\$3200

Ask about our half-off months! All half-off months are eligible for a discount on your facility rental for a five hour event time. Ask if your date is eligible! (Certain restrictions apply.)

Full Service Event Deposits

We are happy to provide you with the following price estimate based on your initial attendance numbers and your menu selections. This is an initial estimate only and does not include any other additions that you may make at a later date. *This quote is based on the Stillwell house and Garden Full Service Package.*

Booking Deposit (\$1000)

To secure The Stillwell House and Garden and all the bridal amenities for your wedding date, we require a non-refundable deposit that will be applied to your total package balance.

Interim Deposit (\$1500)

On or before the mid-date between your booking date and your event date, we require an additional non-refundable deposit that will be applied to your total package balance. This is a great time to schedule your preliminary final to go over all the details.

****Final Payment (Event Balance)**

Two weeks prior to your event we require your total payment based on your final head count and final menu selection. Actual fees for facility rental, bartending, and catering will be based upon attendance confirmation and final payments made two weeks prior to event. Non-refundable deposits are required to secure your date. Please review house policies upon signing your rental agreement. We accept most major credit cards (a 3% total payment processing fee will be assessed), cash, checks and money orders. Facility rental is based on a six-hour event time, with a two-hour courtesy time prior to event for immediate bridal party only. Your final planning session takes about two hours and is scheduled during the weekdays only. We can firm-up all rehearsal times and dates about four weeks prior to your wedding date, according to the current calendar.

Extras To Compliment Your Event

Here are some things to think about to make your day extra special for ALL packages:

- | | |
|---|----------|
| • Gold or Silver Chargers | \$1 Ea |
| • Additional Portal Space Heater | \$35 Ea |
| • Rehearsal and Ceremonial Coordination | \$100 |
| • Elegant Chair Cover with Sash | \$3 Ea |
| • Portable PA System | \$25 |
| • Cocktail Servers | \$12/Hr |
| • Additional Bartenders | \$100 Ea |
| • Additional Event Time | \$400/Hr |
| • Additional Pre-event Time | \$100/Hr |
| • Décor Take Down | \$150 |



Bridal Party Refreshments

Order tasty bridal party luncheons, snacks and treats to be served in The Stillwell House and Garden Bridal Room. All bridal treats and beverages include paper goods, ice, cups and drink condiments if applicable. The following prices are subject to tax or a gratuity and priced per person.

Snacks

- | | |
|---|------|
| • Domestic cheese platter | 2.50 |
| • Vegetable display | 2.50 |
| • Miniature deli sandwiches | |
| • with choice of meats and condiments | 4.00 |
| • Fresh fruit platter | 2.00 |
| • Pretzels, nuts and assorted candies | 1.00 |
| • All American potato chips & fresh herb sour cream dip | 2.00 |
| • Chips, salsa & fresh guacamole | 2.50 |

Beverages

- | | |
|---------------------|------|
| • Citrus lemonade | 1.50 |
| • Flavored Iced Tea | 1.50 |

Sweets

- | | |
|--|------|
| • Freshly baked cookies (white chocolate chip, original chocolate chip, peanut butter) | 1.50 |
| • Decadent chocolate brownies | 1.50 |
| • Mexican wedding cookies | 1.50 |
| • Ladies cupcakes | 2.50 |

Further Arrangements to Consider:

We have a recommended list of preferred vendor to cover your needs:

- Flowers – We do have vases available for you or your florist. Ask to see our samples!
- Your Cake - Ask about our recommended bakeries! We offer complimentary cake cutting.
- DJ or Live Music, microphone for your ceremony or after dinner dancing.
- Photographers to capture the special moments of your amazing day.
- The wine, spirits, and alcoholic beverages to kick-off your celebration. – Ask for our quantity guide to assist you in planning for your guests. We also provide mixers and bar accoutrements
- Your officiant or justice of the peace to oversee your vows and ceremony.
- Valet parking and parking services.
- Party favors and guest treats.
- Specialty linens and chair covers.
- **Feel free to ask about additional services we provide!**

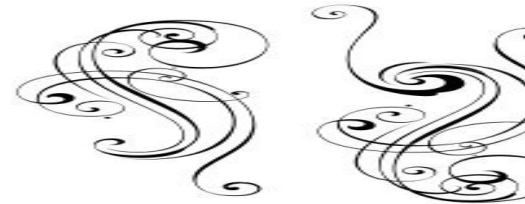


Full Service Package Estimate

Congratulations on your choice of The Stillwell House and Garden and our Full Service Package. We are confident that you will be pleased in leaving all the catering details to our professional team. We are happy to provide you with the following price estimate based on your initial attendance numbers and your menu selections. This is an initial estimate only and does not include any other additions that you may make at a later date. *This quote is based on the Stillwell house and Garden Full Service Package.*

This quote is based on _____ adult guests

With a \$ _____ per person menu charge.



*Catering Menu Total	\$ _____
*Facility Rental (a minimum of 100 people)	\$ _____
*Additional Guest Fee (10.00 pp for events over 100)	\$ _____
Children under 12 Cantina Reception	\$ _____
Rehearsal and ceremony coordination (\$100)	\$ _____
Bartending Services	\$ _____
Additional Services	\$ _____
Valet	\$ _____
Catering Sales Tax 9.1%	\$ _____
Facility Tax 2%	\$ _____
Service (20% on facility/catering)	\$ _____
Total Estimated Cost	\$ _____
Discount (if applicable)	\$ _____
	\$ _____
	\$ _____
Final Estimated Total	\$ _____

