

Welcome to



**Diamond Event Center
& Catering**

1480 Pearl Road Brunswick Ohio 44212

DiamondEventCenter.com

330-225-1995

W

hether you're looking for an Event Center to hold your *Special Occasion*

or simply a Caterer to assist you with your food or other needs at your own location,

you've just found the *Perfect Choice* with

Over 50 Years of Experience

in turning a *Special Event* like yours,

into a truly ***“Diamond Event”!***

*Welcome
to the
Diamond Event Center*



*Y*ou've just found the perfect place to hold your special event! The newly remodeled Diamond Event Center can easily handle most any size event. Whether you're planning a small intimate setting for as few as 30 guests or planning the grandest of events and expect a gathering of over 500 or anything in between, the Diamond Event Center is the perfect choice to handle all your needs. Having over 50 years of experience in special events and to help you with planning, we've assembled a complete package of information to help make everything easier for you. Should you have any needs or requirements not addressed in our information, we're just a phone call away!

First, a brief tour of our rooms: (The photos don't even come close to showing how beautiful the ballrooms are!)



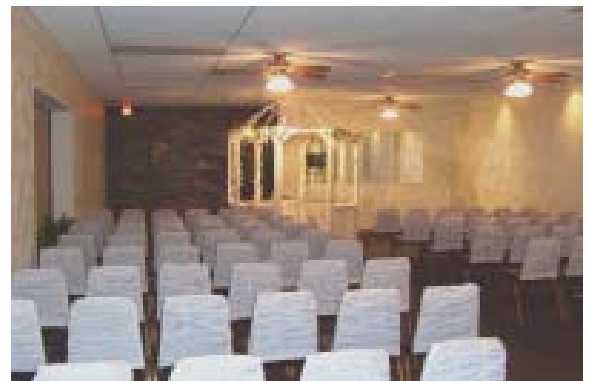
Upon entering the **Marquise Ballroom** (left) your eye is immediately drawn to the head table which is framed by a trellis of flowers and climbing vines. This spacious room can accommodate your event of 100 to 225 guests and further features both a large dance floor as well as a large bar area for prompt service.



Our **Emerald Ballroom** (right) is decorated by a beautifully arched arbor accenting the head table. Accommodating 100 to 240 guests, this spacious room also has a large dance floor and large side bar area further enhanced by mirrors plus room for a full size band!

The **Princess Room** (bottom) beckons you from the moment you enter the front door to its romantic gazebo trimmed in sparkling lights. It's cozy and romantic atmosphere make it the perfect setting for your never-to-forget pictures. The Princess Room is very appealing for showers and other banquet style events for 30 to 70 guests.

Setup as a **Chapel**, the Princess Room is an elegant in-door garden setting, perfect for any ceremony accommodating up to 125 guests.



Our Grand Marquise Ballroom



Our Grand Marquise Ballroom is for your Grand Celebration!

With the Emerald and Marquise Ballrooms opening into one large room, the Grand Marquise Ballroom can easily accommodate between 240 to 500 guests. The grand scale of this ballroom allows room for your guests comfort and lots of room to dance on **one of the largest all wood dance floors in the Northeast Ohio area!**



*The
Diamond Event Center
is Quick and Easy
for Everyone to get to!*



**Diamond Event Center
1480 Pearl Road Brunswick, OH 44212**

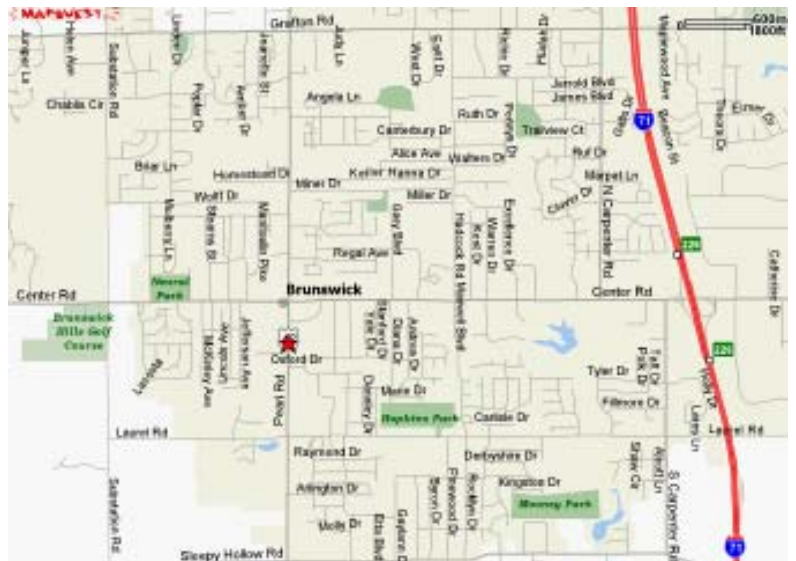
From the Cleveland area take I-71 South to the Route 303/Center Road Exit in Brunswick then head West (right) and go nearly 2 miles. At Pearl Road / Route 42, turn left (south) to the first traffic light. Turn right, into our parking lot.

From the Medina area take I-71 North to the Route 303/Center Road Exit in Brunswick then head West (left) and go nearly 2 miles. At Pearl Road / Route 42, turn left (south) to the first traffic light. Turn right, into our parking lot.

Farther out, from the East, take either I-480, I-90 or I-80 (turnpike) to I-71 then head south. I-271 is also possible as well but you must make a quick exit at Rt. 18 then immediately get back on I-71 heading north.

Farther out, from the West, take either I-480, I-90/Route 2 or I-80 (turnpike) to I-71 then head south.

For our out of state travelers, use Cleveland Hopkins Airport for easy access to the Diamond Event Center. Let us know if you need further assistance with directions, your travel arrangements or area accommodations.



A Few Words from some of our Past Diamond Events



330-225-1995

Thank you very much for being a great place to host our wedding reception! We were very impressed by your prices and how easy you were to work with. We got everything we wanted for our reception and our guests had a great time! The food was great and I heard many compliments on the cordon bleu. Many guests also said how friendly the staff and security was and we can agree. Thank you all for your help in planning this special event!

Sincerely, Jessica & Jeremy Schillig

Just a note to thank you all for the wonderful job you did with my daughter's reception. Everyone commented on how nice everything was. Many people have been there before and were truly impressed with the food, desserts and facility. Thank you for taking such good care of our guests. Good luck and God bless you all in the future. We will be back!

Sincerely, The Chapman and Alexander Family

I just wanted to say "Thanks" for the reception for our son and his bride. The meal was superb! The staff was outstanding - very helpful, very pleasant and efficient. I'm also impressed with the way sound did not carry from one "party" to the other. I really like your renovations. So thanks again for all you did to make our celebration go so well!

Joan Seabold

We wanted to say thanks to your company for the great job you did for us for our Consecration Weekend. The girls were tops. We look forward to next year.

Penny Stupka, First Lutheran Church

Our "Surprise 60th Birthday Party" for our mom was incredible! Having the opportunity to hold the event at the Strongsville Historical Buildings was a dream come true. Having you cater the event and bringing in such great food as well as fantastic staff to help us out was literally the icing on the cake! "EVERYTHING YOUR PEOPLE DID WAS PERFECT!" Compliments were everywhere on everything and Jenny went above and beyond the call of duty to help us even clean up afterwards. We can't say enough except to say that my mom and everyone that came to her party, received a party that will be a truly memorable event for many years to come. Thank you all so much for everything!

The Butler Family



Frequently Asked Questions



Payment Methods: We accept checks and cash plus



Liquor: The Diamond Event Center is a host liquor facility. All liquor to be served is provided by the host of the event. This allows our clients to save on their total bar expenses.

Food Tastings: Food tastings can be arranged on a carryout basis, from upcoming menus. This allows you to pick up the food tasting package at your convenience and to include your entire decision making team, at their convenience. One complete food tasting is available at no charge. Additional selection requests are \$3.00 each. Please call us to inquire about current menu availability and to set your appointment for pick up.

Deposits: To reserve a ballroom for a specific date The Diamond Event Center requires a deposit and contract. For most Saturday events in either the Marquise or Emerald Ballrooms, an \$800.00 deposit amount is required. To reserve the Grand Marquise Ballroom for most Saturdays, a \$1200.00 deposit is required. Payment schedules are available. For deposit information for events to be held in the Princess Ballroom, or for any day besides Saturday, please ask your Diamond Event Center Consultant.

Contracts: To reserve a Ballroom, a contract and deposit is required. It takes approximately 20 minutes to produce a contract. A signed contract assures you of the date, room and prices printed therein. Please call for an appointment whenever possible.

Payments: An appointment to review and set your event's details is required a minimum of two weeks before your event. At this appointment we request your menu, details, final count and final payment in full. Payments may be made by cash, check, money order or credit card. Our staff will give you a reminder call about a month before this meeting to set an appointment.

Cancellation: Should a cancellation be necessary you may qualify for a house credit. House credits are good towards any purchase for up to one year.

Additional Frequently Asked Questions



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Menus and Food: All menus are required to be finalized a minimum of two weeks before your event. On all of our buffets, any food remaining is offered to your guests to enjoy for seconds. At the end of serving, any food remaining on the buffet that can be safely re-used, will be proudly donated to the Brunswick Food Pantry. Any foods (with the exception of cake and liquor) are not allowed to be brought into or out of the Diamond Event Center.

Decorating: The Diamond Event Center's ballrooms have been designed to enhance and coordinate with the many colors and styles that our client's choose to incorporate with their event themes. We welcome and encourage the addition of centerpieces, tabletop decorations and free standing balloon displays. Tacks, tape, staples and nails are not permitted. If you have a special decorating need, please check with your staff consultant. The use of confetti is allowed, but additional cleaning fees will apply. Sorry but any open flame and fresh rose petals are prohibited.

Cakes: Outside vendors are permitted to supply your cake at the Diamond Event Center. At this time we are not supplying decorated cakes. We gladly cut and wrap your cake at no additional charge, if you supply the boxes, napkins or bags. Cakes may also be served to all of your guests, with glass plates and stainless steel forks, for a fee of \$35.00 per 100 servings.

Coat Room: Available as self-serve or staffed (for tips only or for salary). Ask your sales consultant for details. The Diamond Event Center is not responsible for coats, wraps and other items that are left unattended.

Liability: Damages to the Diamond Event Center facility, decorations, linens and furnishings, by the client, guests or subcontractors, are liabilities accepted by the client. This liability extends from set-up through clean-up.

Hours of Usage: Most dinner packages include five (5) hours use of the Diamond Event Center, and luncheon packages four, (4) hours. Additional time is available to purchase.

Children's Pricing: Children two (2) years old and younger are always free at the Diamond Event Center. Children three (3) to ten (10) years old meal prices are reduced as follows; dinners are \$6.00 off; luncheons \$3.00 off; and for breakfasts \$2.00 off. Please note that we do not supply highchairs or booster seats.

Buffet Style Dinner Packages



*F*or events that are going to be held at the Diamond Event Center and you'd like your guests to have a semi-formal buffet style dinner, we are proud to offer you the following selections:

*O*ur **Diamond Buffet Package** is \$25.00 per guest and includes the following:

3 Entrée Selections; 3 Savory Side Selections; Dinner Salad with Herb Vinaigrette Dressing (Served to your guests at their tables); Deluxe Roll Assortment with Choice of Butter or Country Crock Margarine; Petite Pastry Assortment; Freshly Brewed Regular and Decaffeinated Coffee and Hot Teas (Coffee is served to guests at the tables during dinner and at a Coffee Station during the entire event); Water Glasses and Water Carafes on each table; Choice of Card Box, Wishing Well or Mailbox.

*O*ur **Gold Buffet Package** is \$21.75 per guest and includes the following:

2 Entrée Selections; Penne Pasta with Marinara Sauce; 2 Savory Side Selections; Dinner Salad with Herb Vinaigrette Dressing (Served to your guests at their tables); Deluxe Roll Assortment with Choice of Butter or Country Crock Margarine; Petite Pastry Assortment; Freshly Brewed Regular and Decaffeinated Coffee and Hot Teas (Coffee is served to guests at the tables during dinner and at a Coffee Station during the entire event).

*O*ur **Silver Buffet Package** is \$19.50 per guest and includes the following:

2 Entrée Selections; 2 Savory Side Selections; Dinner Salad with Herb Vinaigrette Dressing (Served on the Buffet); Traditional Roll Assortment with Choice of Butter or Country Crock Margarine; Freshly Brewed Regular and Decaffeinated Coffee and Hot Teas (Served on the Buffet); Wedding Cake (provided by client) served for Dessert.

*Our
Value Dinner
Package*



*F*or events that are a little tighter in budget and are going to be held at the Diamond Event Center, we are proud to offer your 100 guests our semi-formal buffet style Value Dinner Package!

(Available everyday in January through April, all of November and then only Sundays through Fridays, the rest of the year. Holidays are excluded.)

*O*ur Value Dinner Package, based on 100 guests, is \$2,497 (sales tax included!) plus the following:

- 2 Entree Choices, Potato, Vegetable, Salad, Rolls, Coffee and Tea.
- Your Wedding Cake served for Dessert. (Client provides wedding cake. Served on disposables.)
- 1 Bartender, Pop, Wash, including Orange and Cranberry Juices.
- 1 Security Guard.
- Uniformed Waitstaff and Host.
- 5 Hours Use of the Diamond Event Center.
- Linens with Your Choice of Color for Napkins.

Other options are available and additional guests can be added to the package. Please let us know what is needed and we'll work with you to make even your tightest budget a special

“Diamond Event”!

Plated Sit Down Dinner Packages



For events that are going to be held at the Diamond Event Center and you'd like your guests to have a

formal plated style dinner, we are proud to offer you the following selections:

Our Diamond Plated Package is \$27.35 per guest and includes the following:

Two Entrée Selections to be Served to Each Guest; Two Savory Side Selections; Tossed Salad with Herb Vinaigrette Dressing; Deluxe Roll Assortment with Choice of Butter or Country Crock Margarine; Petite Pastry Assortment for Each Table or Serve Your Guests an Individual Dessert; Freshly Brewed Regular and Decaffeinated Coffee and Hot Teas (Coffee is served to guests at the tables during dinner and at a coffee station during the entire event); Water Glasses and Water Carafes on each table. Select from the Menu Selection Guide or from the following:

Plated Diamond Entrees: Beef Tenderloin Medallions with Burgandy Sauce; Poached Salmon with Herb Butter; Chicken Marsala; Shrimp Scampi; Roast Pork with Rosemary Gravy.

Plated Diamond Savory Sides: Fresh Mashed Red Skin Potatoes; Twice Baked Potatoes with Cheese; Steamed Wild Rice with Almonds; Mountain Green Beans with Smokey Bacon and Walnut Flourish; Sicilian Blend of Vegetables (Cauliflower, Carrots, Peppers and Onions); Whole Baby Carrots in a Herb Butter Sauce; Steamed Asparagus.

Plated Diamond Desserts: Caramel Tarts with Warm Chunky Apple Garnish; Cool Rich Chocolate Mousse; Fresh Berry Pound Cake; Strawberry Shortcake.

Our Gold Plated Package is \$22.75 per guest and includes the following:

Guests may choose between one of two selected entree choices: Two Savory Side Selections; Tossed Salad with Herb Vinaigrette Dressing; Deluxe Roll Assortment with Choice of Butter or Country Crock Margarine; Enjoy after Dinner Treats from a generous Dessert Station; Freshly Brewed Regular and Decaffeinated Coffee and Hot Teas (Coffee is served to guests at the tables during dinner and at a coffee station during the entire event); Water Glasses and Water Carafes on each table. (Select Entrees and Savory Sides from most any of our available menu selections.)

Our Silver Plated Package is \$19.00 per guest and includes the following:

One Entrée Selection; Two Savory Side Selections; Tossed Salad with Herb Vinaigrette Dressing; Traditional Roll Assortment with Choice of Butter or Country Crock Margarine; Wedding Cake (provided by client) Served for Dessert; Freshly Brewed Regular and Decaffeinated Coffee and Hot Teas (Coffee is served to guests at the tables during dinner and at a coffee station during the entire event). Select your Entrees or sides from the following:

Entrees: Traditional Hearty Meat Lasagna; Herb Baked Chicken Breast; Tender Beef Stroganoff; Turkey Breast w/ Cornbread Stuffing.

Savory Side Selections: Buttered Noodles; Parsley Butter Potatoes; Whip Potatoes and Gravy; Creamy Scalloped Potatoes; Whole Kernel Corn; Tender Cut Green Beans; Sweet Glazed Carrot Medallions.

Dinner Menu Selection Guide



Entree Selections:

Herb Baked Chicken Breast
Beef Roulade with Cornbread Stuffing
Breaded Pork Chop
Slow Roasted Top Round of Beef sliced in Gravy
Beef Stroganoff with Buttery Noodles
Three Cheese Beef Lasagna
Southern Fried Chicken
Old World Style Kielbasi and Sauerkraut
Hearty Vegetarian Lasagna

Oven Roasted Loin of Pork
Home Style Stuffed Cabbage
Creamy Gourmet Chicken Breast
Glazed Baked Ham
Chicken Cordon Bleu
Poached Lemon Pepper Chicken
Roasted Turkey Breast and Stuffing
Buttery Baked Scrod

Penne Pasta with your choice of:
Italian Sausage, Meatballs
Meatsauce or Marinara Sauce
Creamy Pasta Primavera

Savory Side Selections:

Red Skin Potatoes tossed in Herbed Butter Sauce
Buttery Egg Noodles
Cheese Infused Au Gratin Potatoes
Whipped Potatoes with Gravy
Parsley Butter Potatoes
Sweet Orange Glazed Carrots
Whole Green Beans with Mushrooms
House Blend of Normandy Vegetables (Carrots, Broccoli and Cauliflower)

Creamy Scalloped Potatoes
Twice Baked Potatoes with Cheese
Steamed Wild Rice
Baked Idaho Potatoes with sour cream
Cut Green Beans
Green Beans Almondine
Whole Kernel Corn

Buttery Spaetzle Dumplings
Fresh Buttery Garden Peas

Added Value Entree Options:

(These selections are not included in any packages. Additional selections are also available on request.)

Boneless Steamship Round, Carved on Line by our Chef, with Au Jus and Horseradish Sauce	1.14 per guest
Braised Beef Tenderloin Tips with Mushroom Gravy, Noodles or Rice are suggested sides	3.65 per guest
Prime Rib of Beef, Carved on Line by our Chef, with Au Jus and Horseradish Sauce	4.57 per guest
Add Italian Sausage, Meatballs or Meat Sauce to your complimentary Penne Pasta	1.86 per guest
Market Fresh Baked Salmon with Dill Sauce	4.54 per guest

Please Note:

Should you have any questions whatsoever or if you have any special requests, dietary needs or food choices not listed here, please ask us about them.

Always remember: Its your "Diamond Event" and your 100% satisfaction is always our goal and our top priority!

Appetizer Collection



Diamond Collection

Select any two “A” appetizers from the ala carte menu.
Select any two “B” appetizers from the ala carte menu.
Plus a Cheese and Cracker Display.
6.59 per guest
Equals 5 – 6 total pieces per guest

Gold Collection

Select one “A” appetizer from the ala carte menu.
Select two “B” appetizers from the ala carte menu.
Plus a Cheese and Cracker Display.
4.99 per guest
Equals 4 – 5 total pieces per guest.

Silver Collection

Select two “B” appetizers from the ala carte menu.
Plus a Cheese and Cracker Display.
3.59 per guest
Equals 3 – 4 total pieces per guest.

Please Note:

Prices are good with any dinner package purchased.
Prices are for self serve buffet presentation.
Up to two of your appetizer choices may be served, passed as hors d’oeuvres to your guests,
for an additional fee of \$50.00.
Packages are designed for serving 30-45 minutes prior to dinner.
We guarantee cheese and crackers not to run out for a minimum of 45 minutes.
Additional Ala Carte Appetizers may be purchased, please refer to our Ala Carte Appetizer Menu.

Ala Carte Appetizer Menu



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Hot Selections

- | | |
|---|--|
| A Crab Stuffed Mushrooms, 100 pieces, \$80 | A Sausage Stuffed Mushrooms, 100 pieces, \$70 |
| A Spring Rolls, 128 pieces, \$94.25 | A Petite Potato Skins, 100 pieces, \$75 |
| A Mini Quiche Tarts, 100 pieces, \$70 | A Miniature Toasted Ruebens, 100 pieces, \$75 |
| B Swedish Meatballs, 100 pieces, \$60 | B Water Chestnuts in Bacon, 100 pieces, \$65 |
| B Sweet and Sour Meatballs, 100 pieces, \$60 | B Sauerkraut Balls, 100 pieces, \$60 |
| B Cheddar Cheese Twists, 100 pieces, \$60 | B Barbecue Meatballs, 100 pieces, \$60 |
| B Savory Pastry Assortment, 100 pieces, \$62.50 | B Tomato and Olive Savory Pastry, 100 pieces, \$62.50 |
| B Spinach and Artichoke Dip with Crostini, 70 – 90 servings, \$52.50 | |
| B Italian Sausage Bites with Peppers and Onions, 100 servings, \$52.50 | |

Tray Selections

- | | |
|--|--|
| A Cheese and Crackers, 35 – 50 servings, \$50 | A Cheese and Crackers, 55 – 70 servings, \$65 |
| A Fresh Fruit Tray, 35 – 50 servings, \$55 | A Fresh Fruit Tray, 55 – 70 servings, \$70 |
| B Vegetables and Dip, 35 – 50 servings, \$50 | B Vegetables and Dip, 55 – 70 servings, \$65 |

Cold Selections

- | | |
|--|--|
| A Shrimp Salad Puffs, 100 pieces, \$70 | A Crab Tartlets, 100 pieces, \$70 |
| B Cucumber Canapés, 100 pieces, \$37.50 | B Chicken Salad Tarts, 100 pieces, \$65 |
| B Shrimp with Cocktail Sauce, 100 pieces, \$53 | B Bruschetta with Tomato Basil Salsa, 100 servings, \$42.50 |
| A Smoked Salmon with Dill and Crackers, 50 – 60 servings, \$72.50 | |
| A Mini Bakery Rolls with Assortment of Deli Sliced Ham, Turkey and Roast Beef, 100 Sandwiches, \$75 | |

Bar Nibbles

(Suggested to be served the last 2 hours of the event, on the bar.)

- Old Fashioned Pretzel Rods with Sharp Cheddar Guinness Tavern Spread, 80 servings, \$49.50
- Mixed Nuts, 80 servings/5 pounds, \$37.50
- Pretzels and Chips, 80 servings/5 pounds, \$22.50
- Sheet Pizza; single topping choice, 36 pieces, \$27.50

Luncheon Buffet Packages



For events that are going to be held at the Diamond Event Center and you'd like your guests to have a semi-formal buffet style Luncheon, we are proud to offer you the following selections:

Our Luncheon Buffet is only \$12.95 per guest and includes the following:

One Entree Selection, Two Savory Side Selections, Tossed Salad with Herb Vinaigrette Dressing (Served to your guests at their tables), Deluxe Roll Assortment with Choice of Butter or Country Crock Margarine, Petite Pastry Assortment
Coffee Station with Freshly Brewed Coffee and Teas plus Fruit Punch
Soft Drinks are available for 1.00 per guest.
Additional Entrée Selections 2.00 per guest.
Plated Sit Down Service add 1.00 per guest.

You may supply and serve your own cake (please remember to supply paper products for this).

Luncheon Menu Selection Guide

Entrée Selections:

Gourmet Chicken Breast
Country Baked Chicken
Chicken Ala King
Herb Baked Chicken Breast
Beef Stroganoff
Beef Roulade
Swedish Meatballs
Baked Pork Chop
Baked Ham Slice
Meat or Vegetarian Lasagna
Pasta Primavera
Meat or Vegetable Quiche
Chicken Crepes
Tomato Stuffed with Chicken or Tuna Salad
Seafood Salad

Savory Side Selections:

Scalloped Potatoes
Au Gratin Potatoes
Parsley Butter Potatoes
Oven Browned Potatoes
Whipped Potatoes
Buttered Noodles
Seasoned Rice Pilaf
Normandy Blend of Vegetables
Honey Glazed Carrots
Golden Kernel Corn
Green Beans
Potato Salad
Macaroni Salad
Pasta Salad
Egg Salad

Our Cold Luncheon Buffet is only \$12.95 per guest and includes the following:

Roast Beef, Turkey Breast, Baked Ham, Corned Beef and Hard Salami, Swiss, American and Mozzarella Cheese Slices,
Potato Salad, Macaroni Salad, Pasta Salad, Baked Beans, Relish Tray, Variety of Breads and Condiments
Petite Pastry Assortment
Coffee Station with Freshly Brewed Coffee and Teas

Brunch Buffet



*Y*our event between Breakfast and Lunch? No problem! For events that are going to be held at the Diamond Event Center and you'd like your guests to have a Wonderful Brunch Buffet, we are proud to offer you the following selections:

*O*ur Brunch Buffet is only \$13.75 per guest and includes the following:

two entrée choices, two accompaniments and one meat selection along with an assortment of sweet rolls, danish and muffins, coffee, teas and juices.

Soft Drinks are available for \$1.00 per guest.

Additional Entrée Selections \$2.00 per guest.

Plated Sit Down Service add \$1.00 per guest.

You may supply and serve your own cake (please remember to supply paper products for this).

Brunch Buffet Menu Selection Guide

Entrée Choices (2)

Quiche Lorraine
Chicken Crepes
Vegetable Strata
Fluffy Scrambled Eggs
Sausage Gravy and Biscuits
Chicken Ala King
Beef Stroganoff over Noodles

Meat Selection (1)

Bacon Strips, Ham Slices, Sausage Links

Accompaniment Choices (2)

Hash Brown Potatoes
French Toast
Fresh Fruit Salad
Fresh Sliced Fruit
Cheese Blintzes with Fruit Topping
Scalloped Potatoes
Potato Pancakes

Continental & Buffet Breakfast



*F*or Breakfast events that are going to be held at the Diamond Event Center and you'd like your guests to have a Continental Breakfast, we are proud to offer you the following selections:

*O*ur Continental Breakfast is only \$4.35 per guest and includes the following:

a very nice assortment
of simple and sweet breakfast pastries
such as croissants, danish, muffins and sweet rolls.

*T*he Diamond Event Center also serves a wonderful Breakfast Buffet for only \$9.85 per guest

and includes the following:

Scrambled Eggs; Choice of: Bacon Strips, Ham Slices or Sausage Links
Choice of: French Toast or Hash Browns and
Breakfast Pastries

*A*lso included on both

of the above are fresh
Orange Juice,
Hot Coffee and
Hot Teas.

Rental Items



Extra Hour of Time, with 2 weeks notice	300.00
Extra Hour of Time, without 2 weeks notice	375.00
Extra Hour of Time in Grand Marquise, with 2 weeks notice	500.00
Extra Hour of Time in Grand Marquise, without 2 weeks notice	650.00
Water, Wine or Champagne Glasses rental and handling	0.45
Wishing Well, Card Boxes	15.00
Standing Mailbox	20.00
Beveled Table Mirrors	1.00
Tiered Centerpiece	4.75
Brass Lantern Centerpiece	1.00
24 inch Glass Vases (client provides flowers)	1.00
Glass Fishbowl (client provides candle)	1.00
Glass Fishbowl on Beveled Mirror	1.60
Ice Sculpture	255.00
Standing Candelabras (per pair)	30.00
Lighted Champagne Fountain (includes glassware)	60.00
Second Napkin Color	0.25
18 inch Color Overlay	0.50
45 inch Color Overlay	0.90
54 inch Color Overlay	1.00
Color Table Clothes	1.00
Gazebo	100.00
Chapel	299.00
Rehearsal (during non business hours) per hour	20.00
Extra Table with Cloth and/or Skirting (for guest, DJ, other)	10.00
Podium	20.00
Sound System	35.00
Wireless Mic (to go with sound system)	20.00
CD Player (to go with sound system)	15.00
Over Head Projector	25.00
Wedding Emcee	50.00
Chocolate Fountain (rental of fountain, includes chocolate)	98.00
(* Featured at right)	
Dipping Items for Chocolate Fountain (per person)	1.65
Frozen Drink Machine (rental of unit, includes mix for 80 drinks)	155.00
Second Side of Drink Machine (mix for 80 drinks)	50.00
Risers for Head Table (up to 4 tables, 16 seats)	200.00



Our Chocolate Fountain!

Treat your guests to this sweet surprise and they'll be fondly remembering and talking about "Your Special Event" for years to come! (No double dipping please!)

Specialty Linen available at www.linenshowroom.com. Please contact Diamond Event Center staff for a price quote.

Bar Packages



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Non-Alcoholic Events

Pop Service Only: Cola, Diet Cola, Lemon Lime, Ginger Ale, Water - Served in Plastic Disposable Cups.
Server Included for Parties of 100 or more (self-serve from pitchers for fewer than 100 guests).

\$2.40 Per Guest

Upgrades Available:

Glassware \$.75 per person

Additional Flavors (4) \$1.50 per person (Mountain Dew, Root Beer, Dr. Pepper, Orange Soda)

Silver Bar Package

Pop Service: Cola, Diet Cola, Lemon Lime, Ginger Ale, Water

Mixers: Tonic, Soda Water, Orange Juice, Cranberry Juice

Served in Glassware

\$3.10 Per Guest

One Bartender Included with Events of 100 or More Guests (1 Bartender Required for every 100 Guests)

Additional Bartenders or for Parties under 100 Guests, Bartender Fee of \$95.00 per Bartender

Gold Bar Package

Pop Service: Cola, Diet Cola, Lemon Lime, Ginger Ale, Water

Mixers: Tonic, Soda Water, Sour Mix, Orange Juice, Cranberry Juice, Tomato Juice

24 Cans of Energy Drink

Lemons and Limes

Served in Glassware

\$4.15 Per Guest

Two Bartenders Included with Events of 101 or More Guests (1 Bartender Required for every 100 Guests)

Additional Bartenders or for Parties under 100 Guests, Bartenders Fee of \$95.00 per Bartender

Diamond Bar Package

Pop Service: Cola, Diet Cola, Lemon Lime, Ginger Ale, Water

Mixers: Tonic, Soda Water, Sour Mix, Orange Juice, Cranberry Juice, Tomato Juice, Cream, Grenadine, Grapefruit Juice

24 Cans of Energy Drink

Lemons & Limes, Cherries & Olives, Sugar Packets

Served in Glassware

Frozen Margarita Machine (Client Supplies Alcohol) 2 Flavors @ 80 Servings Each

or 160 of Single Flavor

Pretzel Rods & Bar Cheese Placed on Bar After Dessert is Served for Remainder of the Event

\$5.80 Per Guest

Two Bartenders Included with Events of 101 or More Guests (1 Bartender Required for every 100 Guests)

Additional Bartenders or for Parties under 100 Guests, Bartenders Fee of \$95.00 per Bartender

Upgrades

(Available on all Bar Packages)

Additional Pop Flavors (4) \$1.50 Per Guest (Mountain Dew, Root Beer, Dr. Pepper, Orange Soda)

Margarita Machine \$155.00 (Client Supplies Alcohol)

Pretzel Rods & Bar Cheese \$1.00 Per Guest

Lemons and Limes .12 per guest, Cherries and Olives .15 per guest

Cream (to mix in drinks) .12 per guest, Plastic Shot Glasses (for dollar dance) .05 per guest

Bar Policies



The following bar policies are crafted to allow you and your guests to enjoy and celebrate with a minimum of fuss and liability, to either the hosts, guests, and to the Diamond Event Center. To further that goal, it is necessary for the Diamond Event Center to maintain control of the liquor while it is on the premises.

Bar Hours: As a standard part of your contract with the Diamond Event Center, bar services are available from the start to the end of your event. If you are interested in limiting the hours that alcohol is available, we suggest one of the following and also open it to your discussion. Bar services being limited to soft drinks; for the first hour of an event, soft drinks served during dinner, or soft drinks served the last 30 minutes of an event.

Guests' Safety: Glassware is discouraged on the dance floors, due to the probability of breakage. Many of your guests will choose to dance without their shoes on.

Glassware: Although, beverages are regularly served by the bartenders in glassware, any guest having difficulties handling glassware (and younger children) may be offered their drinks in a plastic cup.

Alcohol: Alcohol may only leave the bar as an individually served beverage, wine or champagne served at the guest tables, for a ceremonial dollar dance, or as escorted out of the building at the conclusion of your event. Limited consumption of shots is generally allowed subject to the discretion of the bartender, event manager and security guard. Shots must be consumed while at the bar. Guests and hosts are limited to being served, and are not permitted behind the bar, thus allowing you to fully enjoy the event.

Minors: Minors will not be served alcohol. Picture id's are required of anyone who appears to be less than 21 years of age. Please be aware that all guests must be prepared to produce a picture id. Once an id is requested, it is required by law, that we not serve that guest alcohol until it is produced. Anyone providing alcohol to a minor will be asked to leave the premises. This includes, but is not limited to, the minor's parents.

Excess consumption: The Diamond Event Center reserves the right to limit the consumption of alcohol by any and all of your guests. Either by limiting shots, diluting drinks or by not allowing further consumption. Under extreme conditions, this may entail removing the alcohol from the bar.

Liaison: The Diamond Event Center encourages you to name a liaison to handle all of these alcohol-related issues during your event. It is requested that they abstain from the consumption of alcohol during the event, so that they may deal with the issues with a clear head. Please be sure and introduce them to the Event Manager at the beginning of the event.

Bar Stocking Information



At the Diamond Event Center, you may enjoy the economy of providing your own Liquor, Beer and Wine.

Beer:

*Client may supply beer in kegs (preferred) or in cans. We supply the tap.
There are approximately 200 servings in a keg of beer.*

<u>Number of guests:</u>	<u>100</u>	<u>150</u>	<u>200</u>	<u>250</u>
<i>Blended Whiskey</i>	2	3	4	5
<i>Bourbon</i>	1	2	2	3
<i>Vodka</i>	2	3	4	5
<i>Gin</i>	1	2	2	3
<i>Rum</i>	2	3	4	4
<u>Scotch</u>	<u>1</u>	<u>2</u>	<u>2</u>	<u>3</u>
<i>Peach Schnapps</i>	1	2	2	3
<u>Tequila</u>	<u>1</u>	<u>2</u>	<u>2</u>	<u>3</u>
<u>Amaretto</u>	<u>1</u>	<u>2</u>	<u>2</u>	<u>3</u>
TOTALS	12	21	24	32

*All counts are based on 1.75 liter bottles. Underlined counts are based on 1 (one) liter bottles.
One 3 (three) liter bottle of Wine serves approximately 50 people.*

Remember to collect any left-over liquor at the end of the evening!

Estimate Work Sheet



To figure your total bill for events at the Diamond Event Center, we've created this simple worksheet. (For calculations for events at your location, please contact us.)

1. Multiply number of guests times cost of meal.
2. Multiply number of guests times cost of bar package chosen.
3. Add meal and bar cost together.
4. Multiply meal and bar cost times 6.5% sales tax.
5. Multiply meal and bar cost plus security guard fee (\$160 per room) times 18% service charge. (Sales tax and service charge are also applied to additional items purchased; such as extra bartenders, extra hours, rental items, appetizers, etc.)
6. Add together meal total from line one, bar total from line 2, sales tax total from line 4, service charge total from line 5 and security guard fee of \$160 (per room), to estimate your bill.

Buffet Style Dinner Packages

Diamond Package 25.00 Gold Package 21.75 Silver Package 19.50

Plated Sit-Down Dinner Packages

Diamond Package 27.35 Gold Package 22.75 Silver Package 19.00

Cocktail Packages

Cocktail Reception 19.20 Cocktail Reception (intended as meal) 24.15

Breakfast, Brunch and Lunch Packages

Continental Breakfast 4.35* Breakfast 9.85 Brunch 13.75 Lunch 12.95

*Continental Breakfast price does not include use of room, ask for room rent prices.

Bar Packages

Diamond Bar Package 5.80 Gold Bar Package 4.15
Silver Bar Package 3.10 Non Alcoholic Events 2.40

Our Catered Dinner Packages



Diamond Event Center
& Catering

330-225-1995

*F*or events that are going to be held at locations other than the Diamond Event Center and you'd like your guests to have a semi-formal buffet style dinner, we are proud to offer you the following selections:

(Generally a 30 guest minimum order is required.)

Dare to Dream! We'll work with you to accomodate all your wishes!

*O*ur **Diamond Dinner Buffet Package** is \$14.65 per guest and includes the following:

Select 3 Entrée Selections and 3 Savory Side Selections from our Dinner Menu Selection Guide; Salad Choice; Deluxe Roll Assortment with Choice of Butter or Country Crock Margarine; Gourmet Selection of Petite Pastries; Freshly Brewed Coffee and Hot Tea; Disposable Tablecover; Plates; Coffee Cups and Napkins.

*O*ur **Gold Dinner Buffet Package** is \$12.45 per guest and includes the following:

Select 2 Entrée Selections and 2 Savory Side Selections from our Dinner Menu Selection Guide; Salad Choice; Traditional Roll Assortment with Choice of Butter or Country Crock Margarine; Gourmet Selection of Petite Pastries; Freshly Brewed Coffee and Hot Tea; Disposable Tablecover; Plates; Coffee Cups and Napkins.

*O*ptions available:

Waitstaff; Delivery; China; Glassware; Stainless Steel Flatware; Chafers; Linens; Tents; Tables; Chairs; Lighting; Portable Dance Floors; Staging; Entertainment; Sound System; Buffet Art and more.

18% service fee will be added to any invoice that includes waitstaff services.

Ala Carte Appetizer Menu



330-225-1995

Hot Selections

Crab Stuffed Mushrooms, 100 pieces, \$80	Sausage Stuffed Mushrooms, 100 pieces, \$70
Spring Rolls, 128 pieces, \$94.25	Petite Potato Skins, 100 pieces, \$75
Mini Quiche Tarts, 100 pieces, \$70	Miniature Toasted Rubeens, 100 pieces, \$75
Swedish Meatballs, 100 pieces, \$60	Water Chestnuts in Bacon, 100 pieces, \$65
Sweet and Sour Meatballs, 100 pieces, \$60	Sauerkraut Balls, 100 pieces, \$60
Cheddar Cheese Twists, 100 pieces, \$60	Barbecue Meatballs, 100 pieces, \$60
Savory Pastry Assortment, 100 pieces, \$62.50	Tomato and Olive Savory Pastry, 100 pieces, \$62.50
Spinach and Artichoke Dip with Crostini, 70 – 90 servings, \$52.50	
Italian Sausage Bites with Peppers and Onions, 100 servings, \$52.50	

Tray Selections

Cheese and Crackers, 35 – 50 servings, \$50	Cheese and Crackers, 55 – 70 servings, \$65
Fresh Fruit Tray, 35 – 50 servings, \$55	Fresh Fruit Tray, 55 – 70 servings, \$70
Vegetables and Dip, 35 – 50 servings, \$50	Vegetables and Dip, 55 – 70 servings, \$65

Cold Selections

Shrimp Salad Puffs, 100 pieces, \$70	Crab Tartlets, 100 pieces, \$70
Cucumber Canapés, 100 pieces, \$37.50	Chicken Salad Tarts, 100 pieces, \$65
Shrimp with Cocktail Sauce, 100 pieces, \$53	Bruschetta with Tomato Basil Salsa, 100 servings, \$42.50
Smoked Salmon with Dill and Crackers, 50 – 60 servings, \$72.50	
Mini Bakery Rolls with Assortment of Deli Sliced Ham, Turkey and Roast Beef, 100 Sandwiches, \$75	

Cocktail Reception

Assorted Hot and Cold Appetizers, Tray Selections, Mints, Nuts, Pastry Assortment, Fruit Punch,
Coffee and Hot Tea

Complete Disposable Table Service
\$10.60 per guest

Notes:

Pricing is generally based on 10 total pieces per guest.

Per guest pricing above is based on averages and may be different based on your desired selections and needs.

The Cocktail Reception is not intended to be served over lunch or dinner hours in place of a meal.

\$80 per Waitstaff or Bartender for 5 hours.

18% Service Charge is applied to all invoices with Waitstaff services.

Linen, China and Glassware rental is also available, please call for current pricing.

Our Catered Brunch & Lunch Packages



330-225-1995

For events that are going to be held at locations other than the Diamond Event Center and you'd like your guests to have a semi-formal buffet style brunch or lunch, we are proud to offer the following:
(Generally a 30 guest minimum order is required and Brunches or Luncheons are not served after 2pm.)

Our Brunch Buffet Package is \$9.35 per guest and includes the following:

2 Entrée Selections which include: Quiche Lorraine, Chicken Crepes, Vegetable Egg Strata, Fluffy Scrambled Eggs, Sausage Gravy & Biscuits plus Chicken ala King or Tender Beef Stroganoff (please choose accompaniment to match); 2 Accompaniments which include: Tender French Toast, Golden Hash Browns, Pick of the Season Sliced Fruit, Cheese Blintzes with Fruit Topping, Scalloped Potatoes, Potato Pancakes, Buttery Egg Noodles or Fluffy Steamed Rice; 1 Meat Selection which include: Sausage Links, Crispy Bacon or Hearty Sliced Ham; An assortment of our freshly baked sticky buns, danish and muffins; Selection of Juices; Freshly Brewed Coffee and Hot Teas; Disposable Tablecover; Plates; Coffee Cups and Napkins.

Our Luncheon Buffet Package is \$7.70 per guest and includes the following:

(or \$9.40 per guest for a more formal sit-down luncheon)

1 Entrée Selection from below; 2 Accompaniments from below; Salad Choice; Dinner Rolls with Choice of Butter or Country Crock Margarine; Gourmet Selection of Petite Pastries; Freshly Brewed Coffee and Hot Tea; Disposable Tablecover; Plates; Coffee Cups and Napkins.

Entrees: Beef Stroganoff; Beef Roulade; Swedish Meatballs; Gourmet Breast of Chicken; Boneless Herb Baked Chicken Breast; Country Baked Chicken Quarters; Chicken ala King; Baked Ham; Sliced Baked or Breaded Center Cut Pork Chops; Hearty Meat Lasagna; Creamy Vegetarian Lasagna; Hearty Pasta Primavera

Accompaniments: Buttery Egg Noodles; Fluffy Steamed Rice; Parsley Buttered Potatoes; Whipped Potatoes with Gravy; Scalloped or Au gratin Potatoes; Seasoned Rice Pilaf; Carrots, Cauliflower and Broccoli Blend; Golden Whole Kernel Corn; Peas and Carrots; Broccoli Spears; Buttery Green Beans; Sweet Glazed Carrots

Options available:

Waitstaff; Delivery; China; Glassware; Stainless Steel Flatware; Chafers; Linens; Tents; Tables; Chairs; Lighting; Portable Dance Floors; Staging; Entertainment; Sound System; Buffet Art and more.

18% service fee will be added to any invoice that includes waitstaff services.

Our Boxed Lunches



For events that are going to be held at locations other than the Diamond Event Center or at the Diamond Event Center (does not include hall rental) and you'd like your guests to have a boxed lunch, we're proud to offer the following: (Generally a 20 guest minimum order is required.)

Chicken Salad on Croissant with Fresh Fruit. Succulent all white chicken salad layered on a fresh oven baked croissant accompanied with fresh assortment of fruit is \$6.75 or with a pop \$7.60.

Half 'n Half with Potato Salad. Tasty stacked shaved ham half sandwich and shaved turkey half sandwich layered with cheese, lettuce & tomato is \$5.45 or with bottled water \$6.25.

Chicken Oriental Salad. Fresh mixed garden greens topped with grilled chicken, mandarin oranges, rice noodles, red onion, tomatoes, and served with sweet and sour dressing is \$7.15 or \$8.00 with bottled water or a canned pop.

Turkey Wrap with Avocado Chutney Layered high wrap with shaved turkey, sweet avocado chutney and alfalfa sprouts then paired with potato salad for \$6.20 or with a bottled water or canned pop for \$7.05.

PLEASE NOTE: All boxed lunches further include a cookie or brownie, napkin, fork, salt & pepper, and essential condiments.

Our Catered Breakfast Packages



For events that are going to be held at locations other than the Diamond Event Center and you'd like your guests to have a casual continental or buffet breakfast, we are proud to offer the following selections:
(Generally a 30 guest minimum order is required and Breakfasts are not served after 10am.)

Our Continental Breakfast Package is \$3.60 per guest (1 pastry) and includes the following:

or for \$4.35 per guest (2 pastries)

An assortment of Breakfast Pastries; Florida Orange Juice; Freshly Brewed Coffee and Hot Teas; Disposable Plates; Cups and Napkins.

Our Breakfast Buffet Package is \$7.30 per guest and includes the following:

Fluffy Scrambled Eggs; Choice of: Sausage Links, Crispy Bacon or Hearty Ham Slices; Choice of: Tender French Toast or Golden Hash Browns; An assortment of Breakfast Pastries; Florida Orange Juice; Freshly Brewed Coffee and Hot Teas; Disposable Plates; Cups and Napkins. (Additional selections are .69 per guest.)

Options available:

Waitstaff; Delivery; China; Glassware; Stainless Steel Flatware; Chafers; Linens; Tents; Tables; Chairs; Lighting; Portable Dance Floors; Staging; Entertainment; Sound System; Buffet Art and more.

18% service fee will be added to any invoice that includes waitstaff services.

Diamond Special Events



For your special events that are going to be held at locations other than the Diamond Event Center and you'd like everyone to enjoy a Diamond Special Event, we offer the following: (Generally a 20 guest minimum order is required.)

Our Diamond Clambake is \$21.45 per person and includes all of the following:

A dozen steamed clams with clam broth, one half broiled chicken, sweet potatoes, corn on the cob, tossed garden salad, assorted dinner rolls with butter, coffee and iced tea plus assorted pastries.

Our Diamond Steak Cook Out is \$19.80 per person and includes all of the following:

Grilled 10oz Rib Eye or New York Strip Steak with baked potato with sour cream, corn on the cob, tossed garden salad, assorted dinner rolls with butter, coffee and iced tea plus assorted pastries.

Our Diamond Barbecue is \$15.40 per person and includes all of the following:

Barbecued Chicken and Ribs with potato or macaroni salad, baked beans or corn on the cob, cole slaw or three bean salad, corn bread or dinner rolls, coffee and iced tea plus assorted pastries.

Our Diamond Traditional Picnic is \$10.95 per person and includes all of the following:

Grilled Hamburgers and Kosher Style Hot Dogs with potato or macaroni salad, baked beans or three bean salad, cole slaw or relish tray, buns and condiments, lemonade and iced tea plus brownies.

Our Diamond Graduation Party is coming soon! Please ask us for specifics.

Please Note: All dinners include complete disposable table service and table coverings. These prices do not include a 18% service charge for wait staff or grill fees.