

CATERING WEDDING INFORMATION



1. **Wedding Ceremonies**

- a) The Mirage can accommodate wedding ceremonies in conjunction with reception or reception dinners.
- b) Wedding ceremonies are held in our private banquet rooms or the Dolphin Bar Pool area.

2. **Wedding Receptions**

- a) Sit-down luncheons include three courses: salad, entrée and dessert. Lunch menus are served between 11:00 AM – 1:30 PM.
- b) Labor Charge:
 - A \$100.00 labor charge will be added to the check for food functions with 25 people or less.
- c) Sit-down dinners include three courses: salad, entrée and dessert.
- d) Wedding cake price ranges – see attached menu for cake suggestions.
 - For luncheons: Wedding cake to be served in lieu of the normal dessert that is included with menu at no additional cost.
 - For cocktail receptions: \$10.00 per person and up.
 - For dinner: Wedding cake can be served in lieu of the normal dessert that is included with the menu at no additional cost.
- e) Children's menus are available upon request.
- f) All food items must be supplied and prepared by the Catering Department. The guest may not remove food from the Convention Area. No food or beverage of any kind can be taken into the Convention Area by guest or any of the customer's guests or attendees.
- g) Room assignments are not guaranteed and are subject to change.
- h) Dance floors are complimentary. Dance floor lighting charges begin at \$75.00 and will vary based on size of dance floor.
- i) Outdoor Functions:
 - The Paradise Café is available for receptions and dinners.
Event Start Time: January, February, November 4:00 PM on
March through October 6:30 PM on
Minimum number of people: 40
Maximum number of people: 100
 - We require that you spend a minimum of \$65.00 per person on food, plus beverage, tax and service charge. Existing tables and chairs will be used.
 - The Mirage reserves the right to make the final decision concerning the suitability of holding a function outdoors or relocating it indoors due to inclement weather.
 - All other services, (i.e., audio visual, sound, décor lighting for décor and bands, heaters, special requests and heavy labor) will have applicable charges as per current pricing.

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j) Pool Functions:

- The Dolphin Bar Pool area is available for wedding ceremonies in conjunction with reception dinners. It is also available for reception dinners
- Ceremony & Reception Dinner capacity: 130 people
- Reception Dinner capacity: 170 people
- Cocktail Reception Capacity: 250 people
- The capacities include an area for dancing.
- Event Start Time: January through February 6:00 PM on
March and November 6:30 PM on
April through October 7:30 PM on
Minimum number of people: 75
Maximum number of people: 400
- We require that you spend a minimum of \$75.00 per person on food, plus beverage, tax and service charge.
- Acrylic glasses, dinnerware and stainless steel flatware will be used. Glassware and china are not permitted due to safety codes.
- Labor fee for set-up and tear-down: \$3,500.00
- Groups are required to set up a check-in table next to the Security Station at the pool entrance.
- The Mirage reserves the right to make the final decision concerning the suitability of holding a function outdoors or relocating it indoors due to inclement weather.
- All other services, (i.e., audio visual, sound, décor lighting for décor and bands, heaters, special requests and heavy labor) will have applicable charges as per current pricing.

3. **MGM Mirage Events**

An award winning and fully integrated event production company. For Additional information call 702-792-7798.

4. **Linen Colors**

- Ivory, White, Black, Chocolate, Sandalwood and Sedona 125" cloths and skirting.
- Ivory, White, Chocolate, Sandalwood, Sedona and Butterscotch Napkins.
- Special linen may be ordered through our Wedding Specialist.

5. **Audio Visual**

The Mirage has its own in-house Audio Visual Department that features state-of-the-art equipment and trained technicians. It is the policy of The Mirage that all audio visual requests be directed through The Mirage Audio Visual Department. Sub-contracting or providing your own audio visual equipment and/or services is not permitted. The Catering Manager can provide additional information upon request. The Audio Visual Department does permit groups to bring in the own projectors at \$150.00 labor charge. Contact the Audio Visual Department at (702) 792-7662 to discuss audio-visual requirements and costs.



6. Business Service Center

- a) Our Business Service Center is conveniently located in the convention area. You may contact them directly at 702-792-7783.
- b) The Business Center offers:
 - 24-Hour Fax Service
 - Word Processing
 - Copy Service
 - Office Equipment Rentals (fax machines, copiers, computers)
 - Mini-Suite Rentals (equipped with computer with Internet access, IBM/MAC printer and conference call capability)
 - Communication Equipment Rentals (display beepers, two-way radios, cellular phones)
 - Office Supplies (large or special orders require seven days advance notification)
 - Shipping and Receiving (FedEx, UPS, DHL, Freight)
 - (freight and large package shipments require special handling and must be coordinated in advance with the Business Center Manager.)

7. Cancellation Policy

The Mirage allocates resources and sets aside function space to accommodate your event. In anticipation of revenues to be received and the costs incurred in preparing for the event the closer the event date that you cancel, the greater the damages to The Mirage. Therefore you agree the following schedule of liquidated damages represents reasonable amounts to be paid by you if you cancel the event.

- More than ninety (90) days prior to the event – the initial deposit
- Between ninety (90) days and forty-six (46) days prior to the event – 50% of anticipated revenue
- Between forty-five (45) days and fifteen (15) days prior to the event – 75% of the anticipated revenue
- Fourteen (14) days or fewer prior to the event – 100% of anticipated revenue

8. Billing

- A non-refundable deposit in the amount of 10% of the anticipated revenue is required by credit card at the time of your event is booked.
- 45 days prior to your event, an additional deposit of 20% of the anticipated revenue is required by credit card or cashiers check.
- 14 days prior to the date of your event, an additional deposit (prepayment for fixed costs) is required by credit card or cashier's check.
- Balance of charges is posted to credit card on file at the end of your event.
- If payment has not been received within the specified time limits. The Mirage maintains the right to cancel the event and retain the deposit.



9. Finalizing Events

Contact your Catering Manager four to six weeks prior to your event to finalize all the details.

10. Guarantees

Guarantees for all functions must be given to the Catering Office no later than 3:00 p.m. Pacific Time, three business days prior to a function.

Guarantees for events on Monday are due on the preceding Wednesday.

Guarantees for events on Tuesday are due on the preceding Thursday.

Guarantees for events on Wednesday are due on the preceding Friday.

Guarantees for events on Thursday are due on the preceding Monday.

Guarantees for events on Friday are due on the preceding Tuesday.

Guarantees for events on Saturday and Sunday are due on the preceding Wednesday.

If no guaranteed minimum number is received, you will be charged the expected number set forth on the banquet event order as a guarantee or the number of people actually served, whichever is greater. In addition, we will not be obligated to serve or set up more than 3% above your guaranteed number. If the guarantee decreases by 15% of the original estimated number of attendees given at the time of booking, The Mirage reserves the right to charge room rental, service charges and relocate your group to a smaller room. For groups with pre-assigned seating, your floor plan with seating arrangements must be submitted with your guarantee.



Ceremony by the Pool



Dolphin Bar Pool Area



Dolphin Bar Pool Area



