

## Frequently Asked Questions for Weddings

1. **Is there a food and beverage minimum/person minimum?** Yes, a \$33,750 food & beverage minimum on Saturday events on Shelving Rock Terrace and \$15,000 for Fridays & Sundays, excluding Sunday of holiday weekends. We have alternate locations available should your event not meet these minimum requirements. Bay View and the Morgan have a \$10,500 food and beverage minimum on Saturday and \$5,000 on Friday and Sundays of non-holiday weekends.
2. **What is the cost of a classic wedding package and intimate packages for weddings under 75 guests?** Our classic wedding packages start at \$225 per person, plus 20% administrative fee and 7% NYS sales tax which is figured on the total. Our intimate wedding packages start at \$185 per person, plus 20% administrative fee and 7% NYS sales tax which is figured on the total.
3. **Is there separate pricing for children under the ages of 21 & vendors?** Yes. There would be a lower price for anyone under the age of 21 and for vendor meals.
4. **Are there discounts available?** Yes, restrictions may apply.
5. **Is there a time limit for the wedding?** Our wedding classic wedding celebrations are typically a five hour event and due to a local town ordinance, entertainment must conclude by 10:00pm on the Shelving Rock Terrace. There may be alternate options or venues to consider depending on group specifics and dates requested. Our intimate wedding package is a four hour celebration.
6. **What is the maximum number the venue can hold?** The main wedding room, Shelving Rock Terrace can accommodate up to 180 people with a sit-down menu, 20x20 dance floor and staging. In addition, we have alternate venues that can service from 25-500 people.
7. **Would you be able to have a rehearsal dinner, welcome reception, and brunch here?** Yes! We have so many possible locations for each event here and we would be happy to find you the right one for any type of event you were looking for!
8. **Is there an additional venue fee?** Our classic wedding package is inclusive of site fees for the reception however there are additional site fees charged for the intimate wedding package and additional events.
9. **What are the ceremony fees?** The fee for your ceremony on property is \$3,750. This includes on-site coordination for the ceremony rehearsal and main event, white folding chairs, tables, speaker and microphone.
10. **What is included in décor?** White floor length round linen, 72" Round Tables, Espresso Chiavari chairs, Table Numbers, Card Box, Cake Cutter and Server, Champagne Flutes and votive candles.
11. **What are the services the resort does not provide?** The Entertainment, Florist/Decorator, Photographer/Videographer, Wedding Planner, Day of Wedding Coordinator and Officiant, should

the ceremony be held here. We do have a vendor list associated with our property that has information on several outside vendors we work with on a regular basis. You do not have to use any of our vendors it is just a guideline. All outside vendors are required to show proof of insurance.

12. **Is there a bridal room for me to get ready in?** Yes! There is a \$250 rental fee for this space for the entire day unless your bridal party uses our Sagamore salon for your hair and/or makeup and salon services. Please contact the spa directly at 518-743-6081 to discuss the variety of options available.
13. **Would you receive any group room rates when having a wedding at The Sagamore?** With over 375 accommodations, we have options for everyone! We offer special group room rates with a minimum of 10 rooms per night. The rates and minimum stay requirements vary depending on the time of year you select.
14. **Does the hotel have a shuttle service?** Yes. We have several shuttle and mini bus options to choose from. Pricing is charged on a per person basis and this fee is calculated based on mileage to and from pickup locations.
15. **How do I hold a date?** Our Wedding Sales Manager will issue a Letter of Intent once your date has been selected. We charge a \$1,000 non-refundable deposit at this time which is credited toward your final balance. The contract will then be issued within 30 days of signing the Letter of Intent. A deposit schedule is calculated, with all monies for the event due 90 days prior to your special day.
16. **How is the 20% Administrative Fee charged and distributed?** As required by law, state sales and other applicable transactional taxes will be collected on the administrative fee. Under Federal Law, a administrative fee cannot be a tip and under State Law the Hotel is required to disclose that the administrative fee is not a tip and will be retained by the Hotel. Because of this, the employees participating in your Function are generally compensated at rates well above minimum wage, so tipping of these employees is not necessary. However, in the case of exceptional service, please feel free to add a tip and 100% of such tip will be distributed to the employees on an established pooled tip basis or as directed by you.