

Elevate your Celebration

Unforgettable Wedding Receptions at
Terre Haute Convention Center



TERRE HAUTE
CONVENTION CENTER



ABOUT US

The Terre Haute Convention Center offers a magnificent 12,000-square-foot ballroom, perfect for hosting beautiful and elegant wedding ceremonies and receptions. This versatile space can accommodate the grandeur and traditions of a cultural wedding. We understand the importance of authentic and truly ethnic food for such occasions, which is why we provide the option of a per-person food buyout. This allows couples to bring in their own caterer, ensuring that the culinary experience reflects their cultural traditions and preferences.

The Terre Haute Convention Center takes pride in its commitment to providing a seamless and personalized wedding experience. Our professional event managers are dedicated to working closely with couples to ensure that every detail is meticulously planned and executed. From coordinating with the chosen caterer to managing the overall timeline, our team will provide the necessary guidance and support throughout the process.

To further enhance convenience for guests, the convention center offers ample on-site parking and is conveniently connected to the Hilton Garden Inn. This ensures that out-of-town guests can easily access accommodations without leaving the premises, allowing them to fully immerse themselves in the festivities.

When it comes to hosting an Indian wedding, the Terre Haute Convention Center understands the significance of preserving cultural traditions, especially through the culinary experience. By offering a per person food buyout option, couples have the freedom to select their own Indian caterer and create a truly authentic and memorable dining experience for their guests.



OUTSIDE CATERER

PACKAGE INCLUDES

Per Person & Based on Buffet Service

- Chinaware/Silverware
- Buffet Tables/Chafers/Serving Utensils
- Event Space with Round Tables & Chairs
- Breakfast & Lunch: 85" linens in various colors
- Dinner: 110" floor-length linens in Black or White
- Napkins: Black or White included, with an option to choose from a variety of colors for an additional cost
- Centerpieces with the option of silver crystal or bronze woodsy candle holders
- Cake cutting service
- Water on the tables
- Beverage station with iced tea and coffee
- Bartenders, 1 per 100 attendees
- Event insurance
- 5 hours of security

RECEPTION ENHANCEMENTS

Grazing Table:

Beautiful Spread of Cheeses, Crackers, Dried Meats, Fruits, and Vegetables.

Cold Selections

- Hummus, Pita Bread, and Vegetable Crudites
- Bruschetta with Basil, Tomatoes, Roasted Red Pepper, and Mozzarella
- Brie Toast – French Baguette, Country Brie, and Merlot Soaked Blackberries
- Veggie Wrap with Tomatoes, Artichokes, Cucumbers, & Cream Cheese

Hot Selections

- Char-Crusted Beef Sate with Horseradish Aioli Served on a Crispy
- Chicken Skewers with Spicy Peanut Sauce
- Margherita Flatbread Bites
- Meatballs with Spicy Marinara

+All Food & Beverage prices are subject to Catering Management Charge (21%) and current taxes (7% Sales Tax and 1% County Food and Beverage Tax).



BAR SERVICE

Bar service is available and is managed and served exclusively through the Terre Haute Convention Center. Bar service is an additional charge and not included into the package price.

Service is based on a 4-hour period with 1 bartender per bar. Additional service time fee per additional hour per bar.

Hosted bars are charged by consumption at the price of brand level offered and added to the client's final invoice. **There is a management charge of 21% for hosted bars, plus applicable tax.**

Cash bars allow the guests to pay for their own drinks. All bars are required to follow state liquor law. Event attendees will be required to show a valid I.D. to be served. No overserving of attendees will be allowed.

Alcoholic Beverages

Domestic Beer

Bud Light
Budweiser
Michelob Ultra
Miller Lite
Coors Light
Busch Light

Premium Beer

Corona Extra
Heineken
Stella Artois
Wango Tango IPA

House Liquors

Smirnoff Vodka
Bombay Gin
Jose Cuervo Gold Tequila
Bacardi Rum
Captain Morgan Rum
Canadian Club Whiskey
Seagram's 7 Whiskey
Southern Comfort Whiskey
Christian Brothers Brandy
Lauders Scotch
Mr. Boston's Amaretto
Malibu

Premium Liquors

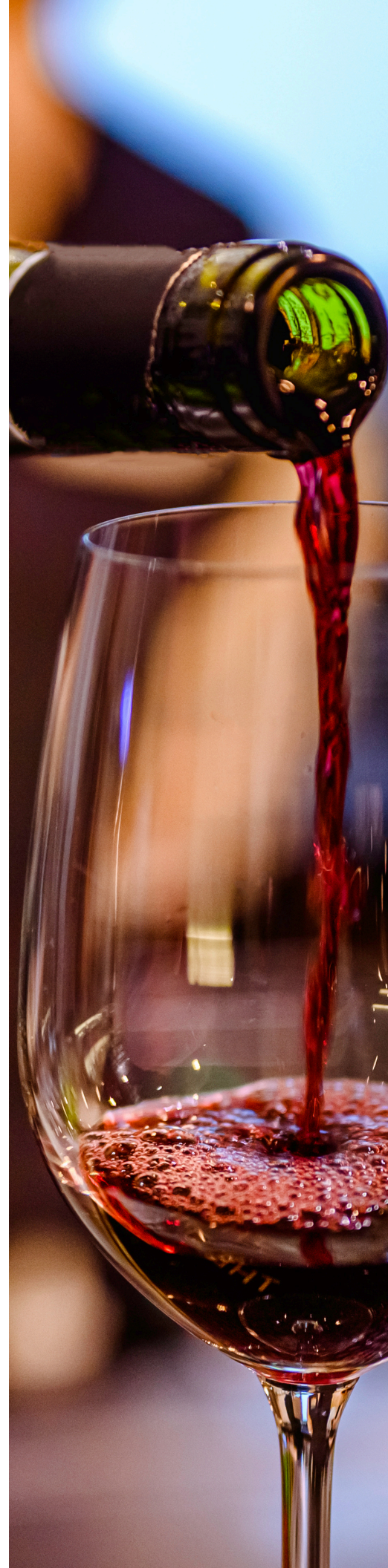
Tito's Vodka
Tanqueray Gin
Patron Tequila
Appleton Estate Rum
Jack Daniels Bourbon
Maker's Mark Whiskey
Crown Royal Whiskey
Johnnie Walker Red Scotch
Bailey's Irish Cream
Kahlua Liqueur
Jim Beam

House Wine

Barefoot Chardonnay
Angeline Pinot Noir
Cupcake Cabernet Sauvignon
Colombia Crest Merlot
Mirassou Moscato

Premium Wine

Ecco Domani Pinot Grigio
Clos du Bois Merlot
J Lohr Seven Oaks Cabernet
Kendall Jackson Chardonnay



CATERER REQUIREMENTS

Terre Haute Convention Center is not responsible for the quality or quantity of the food provided by the outside caterer. The caterer must bring in the food already prepared, and we will provide them with hot boxes to keep the food warm. If the caterer is in need of kitchen use, please contact your sales representative as soon as possible and there may be a kitchen fee per 6-hour day.

If food needs to be prepared on-site the outside caterer will be required to follow the supervision of the kitchen staff and work around any preparation work that may be taking place. Caterer must be present for setup and service of food during the meal times and to retrieve any unused items at the end of the event. The Terre Haute Convention Center does not carry to go containers so Caterer must provide if client is taking home any leftover food.

Outside Caterer will be required to present a copy of their ServSafe certification, health permit, and Insurance of Liability Certificate before entering the building with food. Caterer is also responsible for obtaining any temporary food permits that may be required by the Terre Haute Department of Health.



FAQ

What's provided with Catering Service?

- Breakfast & Lunch: 85" linens in various colors. Dinner: 110" floor-length linens in Black or White. Napkins: Black or White included, with an option to choose from a variety of colors for an additional cost. Specialty linens, chair covers, and runners may be ordered for an additional cost or you may utilize the services of an outside decorator.
- Standard facility centerpieces will be provided based on inventory; however, you are welcome to bring in your own table decor.
- China and silverware.
- An appropriate number of banquet servers are staffed based on the number of guests and type of meal.

Can I bring in my own food and drinks?

Outside food and beverage is prohibited at the THCC. The THCC has a professional culinary team and looks forward to the opportunity to serve you. Planners can order from our standard menu or customized menus to fit your event theme or dietary needs. We can make recommendations based on your budget.

When are menu selections due?

Menu selections should be made 30 days out, and food and beverage guarantees are due 5-7 business days before the event start date. Any additional orders within five business days will have a 15% surcharge if the product is available.

Due to supply demands and challenges, some items may require a 10 day guarantee.

Can I bring in my own wedding cake?

Wedding cakes are allowed from an outside licensed and approved vendor. Vendor would be required to deliver and set up the cake display just prior to the event.

Child Care Room

If a childcare room is needed for the event, one of the breakout rooms can be rented. Childcare areas must follow Indiana state child care regulations and children must be under the care of an adult at all times.

Can alcohol be served at my event?

There are several options for alcoholic beverages during events.

- Host bars are serviced to the attendees at no cost and paid for by the client. At the end of the event function, the bar is reconciled, and the balance will be added to the client's bill.
- Cash bars are serviced to the attendees at a cost to the client.
- Drink tickets can be utilized, and will be reconciled at the end of the function, and the balance would be added to the client's final bill.
- Table Wine Service can be offered at a cost per bottle plus cost per additional staffing needed.

All beverage services must follow state laws and attendees must be 21 and over. Individuals will be required to show ID. Hosted bar are subject to 21% FB Management Charge

What is a Management Charge?

A 21% Management Charge has been incorporated into the package pricing, however would be added to the final invoice for reception foods and hosted bars. Management Charge is the sole property of the Operator, Owner, or as applicable, the F&B Provider, and is used to cover such party's costs and expenses in connection with a catered event (not including employee tips, gratuities, and wages), and is not charged in lieu of a tip or gratuity. Accordingly, the Management Charge does not constitute a tip, gratuity, or other service charge, nor is it purported to be a tip, gratuity, or service charge, for any wait staff employee (including service bartenders and employees), and no part of the Management Charge will be distributed (as a tip, gratuity, or otherwise) to any employee who provides services at the Event.

What is not allowed?

No confetti or glitter, including balloons with confetti inside for balloon arches. No helium balloons of any kind.

No fog machines, unless approved by the General Manager and a Fire Watch ordered, which would have a cost of \$65 per hour. (Three weeks notice is required to make arrangements with the Fire Marshall). No pyrotechnics or sparklers.

COMPLIMENTARY CENTERPIECES



SILVER CRYSTAL



WOODSY CANISTERS

RENTAL CENTERPIECES

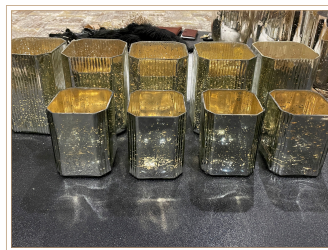
For an enhanced experience, the Terre Haute Convention Center offers rental options. Rental includes battery operated candles for the inside.

Gold centerpieces are a mixed variety - up to 30 tables for an additional fee. Clients can have fresh flowers and greenery placed inside on the day of the event. Styrofoam with feathers can be added for an additional fee. Materials and labor fees will be estimated based on clients needs. Breakage Fee applies to individual centerpieces.

Dried pampas grass can be added to our woodsy centerpieces for an elegant, natural touch (available for an additional charge). Up to 30 decorative canisters are included, each featuring customizable LED lights to match the ambiance of your event.



ITEM #1
MIX AND MATCH



ITEM #2
MIX AND MATCH



ITEM #3
MIX AND MATCH



ITEM #4
MIX AND MATCH



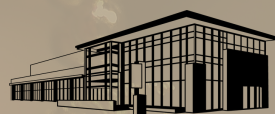
ITEM #5
MIX AND MATCH



ITEM #6
MIX AND MATCH



GEOMETRIC FLOWER HOLDER
Quantity 8-10



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800 Wabash Ave. Terre Haute IN 47807

