



Maiko Media



Hey Sisters! Photography



Erika Christine Photography

Wedding & Events Menu

We value the history of this place, the traces of what existed and what we can bring forward into today. A place where everyone is welcomed on one of the oldest harbors in the Great Lakes.

Table of Contents



3 INTRODUCTION

4 EVENT SPACE RENTALS



5 WEDDING UPGRADES



6-8 PACKAGES

9 BAR MENU

10-12 EVENT POLICIES & GUIDE



Maiko Media



www.innatharborshores.com
800 Whitwam Drive | St. Joseph MI

Forever starts here...

Congratulations on your engagement!

The Inn at Harbor Shores is committed to helping you plan the beginning of your forever. For one of the most important events in your life, choose top notch service, attention to detail, unmatched culinary flavors, and old world hospitality.

The Inn emulates an over-scaled lakeside cottage influenced by the classic coastal architecture of late 19th and early 20th century Lake Michigan hotels while embracing 21st century conveniences and amenities. It features views of the Public Jack Nicklaus Harbor Shores Golf Course, the St. Joseph and Paw Paw Rivers, and Lake Michigan. Whether dining at Plank's Tavern on the porch, enjoying cocktails on the balcony of the Harborview Ballroom, or stepping out onto one of the 92 guestroom balconies, guests are sure to marvel at the beauty of Michigan's Great Southwest.

Located on the second floor of The Inn at Harbor Shores, The Spa faces Harbor Shores Golf Course and features a variety of services such as manicures, pedicures, massages, a selection of facials, and more. Rounding out a guest's experience are luxurious changing rooms, an infrared sauna, and an elegant relaxation space.

Paying homage to historic roots, The Inn's waterside restaurant owes its name to an original local resort, Plank's Tavern, built in 1888 by John Oliver Plank, the same gentleman responsible for The Grand Hotel on Michigan's pristine Mackinac Island. Today, Plank's Tavern serves elevated American cuisine seven days a week.

Sip, Sit, Savor...at Rise & Vine. The Inn's newest outlet offers drip and custom coffee creations, wine tasting, breakfast to-go, snacks, carry-out bottles of wine and beer, and sundry items. Rise & Vine, is accessible from inside the hotel and via exterior entrance from the parking lot.

Guests of The Inn at Harbor Shores enjoy complimentary drip coffee, shuttle service to downtown St. Joseph & the Arts District of Benton Harbor, Wi-Fi, parking, in-room single serve coffee, and much more.



Maiko Media



Harborview Ballroom Rental

Room rental includes Harborview Ballroom, Waterside Room, Marinaview Boardroom for Bridal Room, and Gallery.

Includes tables, chairs, standard linens, tableware, glassware, silverware, banquet manager, bartender, set up and tear down

Peak Season Rates

MAY - OCTOBER

ROOM RENTAL | \$4,000

CEREMONY SITE | \$1,000



Off Season Rates

NOVEMBER - APRIL

ROOM RENTAL | \$3,000

CEREMONY SITE | \$1,000

Riverside Tent Rental

Room rental includes Riverside Tent

Includes tables, chairs, standard linens, tableware, glassware, silverware, banquet manager, bartender, set up and tear down

Rates

MAY - OCTOBER

ROOM RENTAL | \$4,000

CEREMONY SITE | \$1,000



Wedding Upgrades

The Inn at Harbor Shores has many upgrades to choose from to make your wedding extra special. By renting these items from The Inn you would not have to worry about set up or tear down and return of these items.

Charger Plates | \$1.00 each

Natural Wood Chiavari Charis | 8.00 each

With White Chair Pad -max. 180



Selfie Station | \$250.00



Basic Package

The Basic Package includes lap length linens . Dinner includes self serve beverage station with freshly brewed coffee, iced tea, and lemonade. Dinner also includes house salad with champagne vinaigrette and dinner rolls with whipped butter.

Choose 4 Passed Hors D'oeuvres |

Additional hors d'oeuvres | \$4 per person

Crispy Asian Chicken Sate with Thai Peanut Sauce

Bacon Wrapped Dates with feta

Spinach and Brie Stuffed Mushrooms

Prosciutto Melon Basil Bites

Veggie Crudite Shooters

Caprese Skewers with Garden Basil

Cheese Skewers

Fruit Skewers

Choose 2 Entrées |

BLACK BEAN & CORN STUFFED BELL PEPPER

Black Bean & Corn stuffed Bell Pepper with Smoky
Tomato Sauce with red pepper coulis & chive oil

TRIPLE CHEESE RAVIOLIS

Three cheese Ravioli with a Brandy Cream Sauce and
Heirloom Tomato Relish*

BUTTER ROASTED CHICKEN BREAST

Chicken Breast with your Choice of Red Pepper Coulis,
Lemon & Herb Béchamel or Mushroom Marsala with
whipped potatoes

BACON WRAPPED PORK

TENDERLOIN MEDALLIONS

6 oz pork tenderloin with apple thyme compote &
whipped potatoes

Bar package | Gold Wine, Gold Liquor, Selection of Beer

Price | \$90 per person

Add On Options |

Floor Length Linens | \$20 per table

Late Night Snack | \$15 per person

Champagne Toast | \$4 per person

Deluxe Package

The Deluxe Package includes floor length linens and a Champagne toast. Dinner includes self serve beverage station with freshly brewed coffee, iced tea, and lemonade. Dinner also includes house salad with champagne vinaigrette and dinner rolls with whipped butter.

Choose 4 Passed Hors D'oeuvres |

Options in basic package also available. Additional hors d'oeuvres | \$6 per person

Chicken & Waffles with Honey Sriracha

Brie & Phyllo with Blackberry Preserves

Herb Marinated Shrimp Skewer with Lime Aioli

Spicy Shrimp Salad Spooni

Blackened Tuna on a Wonton Chip

Charcuterie Cones

Choose 3 Entrées |

Options in basic package available.

JUMBO MARINATED SHRIMP

4 jumbo marinated shrimp served with Basmati rice in a citrus herb sauce

OVEN ROASTED CHICKEN

Stuffed Prosciutto wrapped Chicken, Roasted Pepper, Spinach Havarti, Apricot Gastrique

PAN-SEARED FJORD TROUT

Pan seared fjord trout with herb Compound Butter & Lemon with basmati rice

BEEF SHORT RIBS

Stout braised boneless short rib with a beef reduction sauce with whipped potatoes

STUFFED PORTABELLO

Stuffed Portabella Mushroom Cap Stuffed with Artichokes, Heirloom Tomatoes, Fresh Mozzarella, Roasted Garlic, & Spinach with red pepper coulis & chive oil

Choose 1 passed Late Night Snack |

SOFT PRETZEL PIECES

Warm Cheese Sauce, Assorted Mustards, & House Made Peanut Butter

POPCORN BAR

Plain & Assorted Flavors

NACHO FIESTA

Tortilla Chips, Fresh Tomato Salsa, Warm Queso Dip, Guacamole, Sliced Jalapenos

Bar package | Gold Wine, Platinum Liquor, Selection of Beer

Price | \$125 per person

Premium Package

The Premium Package includes floor length linens and a Champagne toast. Dinner includes self serve beverage station with freshly brewed coffee, iced tea, and lemonade. Dinner also includes house salad with champagne vinaigrette and dinner rolls with whipped butter.

Choose 4 passed hors d'oeuvres |

Options in basic & deluxe packages also available. Additional hors d'oeuvres | \$8 per person

Mini Crab Cakes with Lemon Dill aioli

Sliced Beef Tenderloin on a Crostini

Tuna Tartar Cones

Smoked Salmon Cucumber Cups

Shrimp Cocktail Cups

Choose 3 Entrées |

Options in basic & deluxe packages available.

FILET MIGNON

6 oz Choice Cut with Bordeaux Demi-Glace with whipped potatoes

CRAB STUFFED SHRIMP

Blue crab stuffed jumbo shrimp with a ginger basmati rice in a creamy dill beurre fondue

MUSCOVY DUCK

8 oz duck breast with a savory Traverse City cherry wine sauce, and fried sage with ginger basmati rice

PAN ROASTED HALIBUT

Pan Roasted Halibut, Leek Sauce, Roasted Tomatoes, Lemon Dill Butter

Choose 1 passed Late Night Snack |

Options in deluxe package available.

JOES & TOTS

Bite sized sloppy joes, crispy tater tots

CHICKEN FINGERS & FRIES

Savory chicken fingers, french fries, assorted dipping sauces

FROM THE BALLPARK

Mini hot dogs and sliders, french fries, house made ketchup

Bar package | Platinum Wine, Platinum Liquor, Selection of Beer

Price | \$175 per person

Bar Menu

Bar Packages include
Open bar from 5:00PM-10:30PM with bar closed during dinner service.

Liquor

PLATINUM

Grey Goose Vodka
Journeyman Rum
Pusser's Navy Strength Dark Rum
Tanqueray Gin
Tres Agaves Organic Blanco Tequila
Crown Royal Whiskey
Maker's Mark Bourbon
Johnny Walker Red Scotch

GOLD

Tito's Vodka
Bacardi Rum
Captain Morgan Spiced Rum
Beefeater Gin
Aristocrat Tequila
Canadian Club Whiskey
Jim Beam Bourbon
Dewar's Scotch

Wines

PLATINUM

PREMIUM WHITE WINES

Chardonnay
Sauvignon Blanc
Pinot Gris
Rosé

PREMIUM RED WINES

Cabernet
Pinot Noir
Merlot

GOLD

DELUXE WHITE WINES

Chardonnay
Sauvignon Blanc
Pinot Gris

DELUXE RED WINES

Cabernet
Pinot Noir
Merlot

Beer & Canned Cocktails

Exact brands will be selected by the catering and banquet staff.
Any specialty or preferred selections should be communicated to your Sales & Events Manager.

MICROBREWS

DOMESTIC

CANNED COCKTAILS

Event Policies & Guide

All following references to "group" apply to the party contracting the event space. All following references to "hotel" apply to The Inn at Harbor Shores

ROOM RENTAL | Room rental for wedding receptions includes: set up, tear down, tables, chairs, china, silverware, linens per package (with napkins in a variety of colors and table cloths in white).

COST ESTIMATE | A cost estimate for food may be generated for estimating and deposit purposes only and is not intended as a guarantee for final charges. Your event may have a food and beverage minimum that you will be required to meet or surpass, excluding taxes and service charge.

CONTRACT, DEPOSIT, & BANQUET EVENT ORDER | A signed contract and credit card on file reserves your event space and guarantees your block of guestrooms until specified cut off date. The contract also outlines venue responsibilities and legal policies. A non-refundable \$3,000 deposit is due at the time of contracting with the hotel. The banquet event order (BEO) specifies your event details including set up, menu, guest counts, timing, and more. Group will sign off on a BEO at least one (1) week prior to the event date.

EVENT TIMES | The hotel guarantees access at 8:00am the day of the event for décor. Event timing is generally 5:00PM-11:00pm with ceremony start time of 4:00pm (for on site ceremony). Bar closes at 10:30pm with music ending at 10:55pm, with all décor cleared by 11:59pm. The banquet manager, events manager, and staff are NOT responsible for the execution or tear down of décor. All wedding décor set-up and tear down are the responsibility of client's respective vendors or the client.

MENU | Menu items and pricing are guaranteed three months prior to group's event. Cost estimates provided prior to this time are a courtesy and do not serve as a final invoice. Please check with your Sales & Events Manager for the most updated catering menu prior to food selection.

BAR | Bar pricing is based upon package pricing. Last call will not be offered during receptions. Shots are not served in the banquet rooms at the hotel. The stated length of package does not imply that guests will be served unlimited alcoholic beverages. MLCC rules and regulations will still be enforced. Glassware will be changed to plastic after dinner for your guests safety.

The Inn at Harbor Shores as a licensee is responsible for the sale and service of all alcoholic beverages and the administration of state regulations. The Inn's alcoholic beverage license requires the Hotel to (1) request photo ID of any person and refuse alcoholic beverages to any person underage or who cannot produce proper identification and (2) refuse alcoholic beverage service to any person who, in the Hotel's judgement, appears to be intoxicated. Alcoholic beverages, not purchased from the Inn at Harbor Shores, in closed or open containers are not permitted in public areas or banquet rooms at The Inn at Harbor Shores, including Bridal room. A fee for each container found will be assessed to the group.

Event Policies & Guide Continued

OUTSIDE FOOD & BEVERAGE | Cakes and other specialty pastries may be purchased from a licensed bakery and brought into the hotel with prior notice and a signed waiver of liability by the group. Hotel policy dictates that under no circumstances will other food or beverage be brought into The Inn at Harbor Shores meeting, banquet or event space by the client, guests or invites without prior permission. The Inn at Harbor Shores reserves the right to charge for the service and/or cleanup of such food and beverage. Hotel regulations do not permit removal of food or beverage at the conclusion of the function. IAHS does not have public refrigeration available for items purchased outside of the Inn.

BANQUET MANAGER | A dedicated Banquet Manager acts as group's point person for the venue during the event. He or she oversees banquet staff and food service, serves as liaison between chef and service staff, ensures adherence to group's specified event timeline, manages set up and tear down of the room layout, coordinates with group's outside vendors for deliveries, and manages hotel's audio visual equipment in the room.

The Banquet Manager works closely with the group's Wedding Coordinator, Wedding Planner, or designated point person the day of the event. Wedding Coordinators offer many valuable services and The Inn at Harbor Shores recommends them for your day. Please see the Preferred Vendor List for recommended planners.

FINAL MEAL COUNTS | Hotel requires a final guest count 10 days in advance of each event. Should last minute increases in food be requested, hotel will make all reasonable concessions to provide additional guests with a meal. Group will be charged for final count or actual meals provided, whichever is greater. For plated meals, groups must specify, 10 days in advance, the total number of entrées of each choice and make clear to banquet staff which guest has ordered each entrée via both a seating chart and place cards (or another similar indicator).

CAKE CUTTING & TOPPERS | Complimentary cake cutting is provided by IAHS with the cake placed on a buffet table for guests self service. If cake is to be served to each guest there is a \$3 per person fee. Hotel provides china for plating cake at no additional charge. Bakeries often provide a box for the top of the cake. Bakeries may also require cake stands or pieces be returned. All pieces and parts (both internal and external) of the cake including the traditionally saved cake top and/or decorative topper, must be taken with the group the night of the event. The Inn at Harbor Shores is not responsible for lost items or leftover cake.

SMOKING | The Inn at Harbor Shores is 100% smoke free. Guests may smoke in designated areas located in front of the hotel or in back. At no time is smoking permitted on the Harborview Ballroom Terrace.

RESET CHARGES | For any change made to a function set up within 24 hours, a \$250.00 reset charge will apply.

Event Policies & Guide Continued

SERVICE CHARGE & SALES TAX | Food, beverage, AV, and labor charges are subject to current 22% service charge and 6% tax. Current state and local taxes will apply to all food, beverage, equipment rental, and service, and are subject to applicable tax laws and regulations. If a client is an entity claiming exemption from taxation in Michigan, the client must deliver evidence of such exemption at time of contract to the event in order to be relieved of its obligation to pay state and local taxes. Please note that Michigan state law stipulates that the service charge is taxable.

SECURITY | The Inn at Harbor Shores cannot be held responsible for the safekeeping of valuable items left in guest rooms, function rooms or public spaces. The client is responsible to provide security of any such aforementioned items and assumes the responsibility for the loss thereof. At The Inn at Harbor Shore's discretion, in order to maintain adequate security measures, the client may be required to provide security for specified functions. Security personnel will be at the client's sole expense.

DEADLINES |

- 2 months prior: Final upgrades must be confirmed
- 1 month prior: Final food choices must be made
- 2 weeks prior: Final details including day of timeline
- 10 days prior: Final guest and individual entrée counts due no later than noon
- 1 week prior to event: Signed BEO due

DEPOSIT SCHEDULE | Payment in full is accepted at any time by cash, check, or credit card.

- Nonrefundable deposit of \$3,000 due at booking with signed contract
- 90 day deposit; 50% of total cost estimate
- 60 day deposit; 75% of total cost estimate
- 10 day deposit; 100% of total cost estimate
- The week following event, any remaining outstanding balances incurred during the event will be charged to the credit card on file with all charges paid within 30 days after event.