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# **SIGNATURE** | \$230++ per person

- ❖ One Hour Cocktail Reception & Four Hour Main Reception
- ❖ Four Hour Traditional Open Bar
- Choice of (5) Passed Hors D'oeuvres
- ❖ House Wine Pour with Dinner
- ❖ Two Course Plated Dinner
  - Choice of Stater
  - Choice of (2) Entrées + (1) Vegetarian Entrée

# **DIAMOND** | \$260++ per person

- ❖ One Hour Cocktail Reception & Four Hour Main Reception
- Four Hour Traditional Open Bar
- Choice of (6) Passed Hors D'oeuvres
- Choice of (1) Reception Display
- ❖ House Wine Pour with Dinner
- Two Course Plated Dinner
  - Choice of Stater
  - Choice of (2) Entrées + (1) Vegetarian Entrée

# **LEGACY** | \$300++ per person

- ❖ One Hour Cocktail Reception & Four Hour Main Reception
- ❖ Four Hour Traditional Open Bar
- Choice of (6) Passed Hors D'oeuvres
- Choice of (2) Reception Displays
- ❖ House Wine Pour with DInner
- ❖ Three Course Plated Dinner
  - Choice of Appetizer
  - Choice of Stater
  - Choice of (2) Entrées + (1) Vegetarian Entrée
- Dessert Station







# **All Packages Include:**

- One (1) Complimentary Suite for the wedding couple provided the night of the wedding.
- ❖ Two (2) Complimentary Harbor View Room Upgrades at the Group Rate.
- Complimentary Getting Ready Room for significant other available up to 8 hours prior to event start time.
- Complimentary Hospitality Room for After Party, reserved for a maximum of two hours after conclusion of main reception.
- Complimentary Parking for wedding couple and both sets of parents during wedding event dates. Also available for wedding couple during honeymoon stay, upon request.
- Gift Bags to be provided by wedding couple and handed out at check in.
- Complimentary Menu Tasting Session for four (4) at our annual tasting event.
- Floor Length White or Black Silk Wedding Linens.
- Votive Candles to Accent Your Centerpieces.
- Complimentary staging for band or DJ with a dancefloor.
- Chiavari Chairs in your choice of gold, silver, wood or white.
- Complimentary Sparkling Wine or Cider Toast | Placed on tables prior to dinner start time.
- ❖ Wedding Cake & Consultation with either Konditor Meister and/or Montilio's Bakery.
- ❖ Bartender/Butler Fees Waived.
- Complimentary Cake Cutting and Service.
- Coffee and Tea Service with Dinner.

## WORLD OF HYATT HONEYMOON FREE NIGHT PROMOTION:

Couples who contract their wedding or commitment ceremony at a participating Hyatt hotel will earn World of Hyatt Bonus Points redeemable towards free nights with no blackout dates at Hyatt hotels or resorts worldwide.

Spend \$10,000 USD Equivalency, Earn 60,000 World of Hyatt Bonus Points Spend \$20,000 USD Equivalency, Earn 90,000 World of Hyatt Bonus Points Spend \$30,000 USD Equivalency, Earn 120,000 World of Hyatt Bonus Points Spend \$40,000 USD Equivalency, Earn 150,000 World of Hyatt Bonus Point











Virtual Tour Link: Pavilion Lawn

101 Harborside Drive, Boston, MA 02128 | Phone: (617) 568–1234 | bostonharbor.regency.hyatt.com









Virtual Tour Link: Harborside Pavilion

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# GRAND BALLROOM









Virtual Tour Link: Grand Ballroom

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Virtual Tour Link: **Skyline Ballroom** 

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### FOOD AND BEVERAGE

In order for the Hotel to prepare appropriately for food and beverage events, main menu selections must be sent to hotel event planning manager one month prior to your wedding date. A surcharge of up to five percent (5%) will be assessed for menu changes that are received less than fourteen (14) days prior to the first day of the Event.

All banquet food and beverage arrangements must be made through Hotel. Only food and beverage purchased from Hotel may be served on Hotel property. Hotel reserves the right to confiscate any outside liquor found on property. Hotel reserves the right to cease service of alcoholic beverages in the event that persons under the age limit mandated by applicable law are present at the Event and attempt to receive service of alcoholic beverages. Hotel reserves the right to deny alcoholic beverage service to guests who appear to be intoxicated.

### SERVICE CHARGES

A service charge and applicable taxes that are in effect at the time of the Event shall be added to all food and beverage and venue rental charges. The current state tax rate is 7%. The current service charge is 29%, of which 17% is allocated to service personnel who provide services for the Event as a gratuity and 12% is retained (and not distributed as a tip or other gratuity) by Hotel. Service charges and tax subject to change. Service charges may be subject to sales or other taxes in effect at the time of the Event. Group and its attendees may provide an additional tip to Hotel's staff.

### **GUARANTEE COUNTS**

The final attendance must be sent to your designated hotel planning manager ten business days prior to the commencement of the function. This number will be considered a guarantee, not subject to reduction, and charges will be made accordingly. National Holidays are not considered business days and should be taken into consideration when submitting guarantees.

### HOTEL ACCOMODATIONS:

Wedding groups are offered a courtesy block of rooms at a discounted rate, based on availability. Guest room rates are quoted exclusive of any applicable taxes (which are currently 16.45%), applicable service fees, and/or hotel-specific fees in effect at the time of the event.

### WEDDING PLANNER

We require that you hire a wedding planner to serve as primary point of contact for final planning and day of event execution. Weddings of less than 150 guests should hire at minimum a "month of" wedding coordinator. Weddings of 151 guests or more are strongly recommended to have a full service-wedding planner. The hotel will provide you with recommended wedding planning companies, any wedding planner not on our recommended company list will need to be approved by hotel in advance of confirming their services.

### DÉCOR

All décor items must be approved in advance by the hotel event planning manager. Candles are allowed as long as they are in an appropriate container with flame at least 1" below the top of the vase or holder. Hotel has the right to halt the use of candles if they are deemed unsafe.

No drones, glitter, confetti, birdseed, fire work/candle sparklers, or fog/smoke machines may be used on the property. Nothing may be taped or affixed to any walls, doors, or windows. All décor must be removed by the client or their hired wedding planner at the conclusion of the event. Anything left behind will be discarded and subject to a cleanup fee. Any damage to event space or hotels items within that space, including use of confetti and/or other décor, which incurs a need for the Hotel to go above and beyond the normal expectations of clean-up will be subject to a fee.

### VENDORS

All vendors contracted by the client are required to follow policies and guidelines set forth by the hotel. All vendors are required to provide the hotel with proof of insurance prior to the event day. Any vendor that requires a meal during the event will need to be communicated to the hotel event planning manager and included in the final guarantee counts for the wedding. Vendor meals are paid for by the client and will be provided by the hotel at a special rate. We are happy to provide a list of recommended vendors but do not require they be used.

### PARKING

Discounted day/overnight self-parking rates will be provided for all wedding guests throughout the wedding weekend. Complimentary parking will be provided to wedding couple and both sets of parents.

# ESTABLISH *confidence* WITH THE FOLLOWING TESTIMONIALS

"What a delight it was to work with Stephanie Lento! She was knowledgeable, gave excellent advice, and continually watched for ways to make our event the best it could be, even within our tight budget limitations. Stephanie made great suggestions for coordinated reception foods, and was absolutely accommodating with regard to any other requests or ideas I had. Our banquet server, Jorge, was attentive, polite, and friendly, quietly tending to all our needs as he set up and took down our meals and breaks each day. The bartender for both of our receptions, Rich, was personable and engaged in light conversation as he noted what each person was drinking and later came to their tables and refilled their glasses. A fantastic hospitality team! Thank you!"- Corporate, September 2023

"Diana and the entire team that assisted at my event were great! I appreciated their professionalism and dedication to their job." – Event Planning, September 2023

"Kelly provided excellent communication and coordination for our event. The staff, especially Foong, went above and beyond." —Event Planning, October 2023

"Stephanie was beyond helpful and accommodating! She answered every question and request with patience and kindness! She made this entire experience so easy and fun and calmed my crazy bridal nerves! Everything was top notch! - Wedding, September 2023

"What an absolutely lovely venue, space, staff, and food! I could not have asked for a better location to hold our training!" – Corporate, September 2023

"Diana was very helpful in the planning and catered to all of our many last-minute whims and needs during the event. The evening reception captain was wonderfully attentive and saw to our every need that night, and the staff were all friendly."- Corporate, September 2023





