

Weddings at West Branch Resort

2015 WEDDING POLICIES & MENU



Our gorgeous natural setting offers an ideal and majestic backdrop for your wedding photos...

If your wedding depends on perfection, West Branch Resort is the right choice for you.

From the photographic splendor of its miles of riverfront, to the sanctuary of the majestic banquet rooms, this beautifully landscaped 300-acre oasis has earned a reputation for adding the perfect blend of homespun comfort and distinctive elegance to every reception.

For over 20 Years West Branch Resort has been catering brilliant parties, developing special friendships, and creating enough wonderful memories to last a lifetime. The world-class staff can create an event that is customized to suit your every need. By hosting just one function at a time, they are able to ensure that each detail is thoughtfully handled. The professional catering and events team will help plan every detail from a custom-designed menu by the Executive

Chef to inspired decorating options and everything in between.

Perfect for hosting groups of up to 200, its gorgeous natural setting provides the perfect backdrop for pictures. The Great Room is ideal for cocktail receptions and opens up to a 80' covered deck giving guests a spectacular view of the mountains.

Our attentive and courteous staff understand the subtler points of presentation, Guests can stay in any of the Resorts 27 luxury cabins. A complimentary bridal suite can be provided for the bride and groom with weddings of 100 and over. If you are seeking a distinctive, enchanting location where you and your guests can celebrate the love, laughter, joy and happiness of your special day, the West Branch Resort is the perfect choice.

Peace of mind. It comes with every catered affair at the West Branch Resort. It is the confidence of knowing that even the smallest details are meticulously thought-out and well attended to. Nothing is left to chance and nothing is compromised. The goal of the The West Branch Resort is to achieve your complete satisfaction by exceeding your expectations. They welcome an intimate bridal shower, an extravagant anniversary party or rehearsal dinner or a lavish wedding reception from 30 to 220 guests. A rustic setting, delicious cuisine, attentive staff and affordable pricing are just a few reasons why your wedding reception at the West Branch Resort is always a memorable affair.

Executive Chef
John "JW" Cox

West Branch Resort & River Run Restaurant
150 Faulkner Road
Hancock, NY 13783
www.riverrunrestaurant.com

Contact:
Matt Batschelet
607-467-5525~office
607-348-7959~cell

2015 Wedding Reception & Catering Policies

Capacity

Maximum capacity of our River Run Restaurant is 200 people set with round tables, head table, dance floor, cake table, gift table, and area for DJ. If you choose to have a band for entertainment, the maximum capacity may alter, depending on the space required for the band setup. If your wedding requires more space, tents are available for a fee.

Times and Facility Fees:

The West Branch Resort & River Run Restaurant charges a \$1500.00 facility fee to close the main floor of the restaurant, to the public for exclusive use for your wedding party. This fee also includes a huge variety of services, including all linen rentals, custom set-ups, dedicated wedding staff and much more... please ask your bridal consultant about more benefits!

The pavilion will be available for your group for use on Friday evening. You may cater this meal on your own or choose from our BBQ catering menu. If you would like to use the pavilion the party must rent cabin 14 as well as pay a \$250.00 set up/cleaning fee. This will include tables and chairs for 50 people.

Deposits

An initial \$1500.00 deposit by cash or check is required to secure space for your reception site on a definite basis. All payments are non-refundable in the event of cancellation. A payment schedule will be outlined in the contract at the time of booking.

Food and Beverage Services

In accordance with New York State regulations, no food or beverage may be brought into the River Run Restaurant for use and/or consumption in a banquet room by a patron or attendee. We do allow a wedding cake to be brought in by a certified baker. The River Run Restaurant, as a licensee, is responsible to sell and service alcoholic beverages in accordance with New York State Liquor Authority Regulations. We therefore require that all alcoholic beverages be provided and served by our staff. In order to guarantee that the downstairs bar will not be open to the public, you must rent at least 80% of the rooms on the property.

Guarantees

A guaranteed attendance and advanced payment must be given to us at least two (2) weeks prior to the date of your event. This number is not subject to reduction, the restaurant will not under take to serve more than a five percent increase over the guaranteed number. You will be charged for the guarantee or the number attending, whichever is greater. Final payment for your reception is due one week prior to the wedding day.

Taxes and Service Charges

The River Run Restaurant will automatically add Service Charge of 18% to all food and beverage ordered from our facility. Service charges are distributed proportionately to service and management staff to off set the labor and benefits of our associates. NYS law requires that service charge is subject to NYS sales tax. The River Run Restaurant will automatically add applicable New York State sales tax to all food, beverage, decorations and services received from our catering department. New York State sales tax is subject to change and the consumer is responsible to assume any increase with out notice.

Pricing

Pricing is subject to change. We base all food pricing off market values after the 1st of the year. In the event that our food and/or alcohol cost increases more than 5%, this cost will be added to the over all bill.

Linens and Decorations

Included in your Facility Fee is all your linen rentals and custom setup of the room! We will add any decorations you would like to the restaurant, but you must purchase those decorations and arrange for set up in advance.

Liability

The West Branch Resort & River Run Restaurant does not accept responsibility for any items left unattended in our banquet facilities. It is the group's responsibility to gather all belongings prior to departure. The Bride & Groom are responsible for any damages incurred to the River Run Restaurant, West Branch Resort, Grounds & any cabins held in their name.

2015 Wedding Reception & Catering Policies

(Continued)

Vendors

The River Run Restaurant must arrange time, setup or delivery with any outside vendors such as DJ Service, Cake Decorators, Bridal Consultants, and Florists. Please have your vendors call for appropriate times for setups or deliveries in conjunction with your event.

Room Blocks

The West Branch Resort will hold a block of rooms for your group, based on availability. Room blocks are held for your group until 45 days prior to date of arrival. Room reservations must be made prior to this 45-day cut off date. After the 45-day cut off date, rooms will be based on availability. Our Sales and Catering office will assist you with a room block and discounted group rates. Certain Weekends may require a minimum number of cabins being booked, this will be highlighted in your contract if this applies. In the event a minimum cabin number is required, you would be responsible for all unbooked cabins in the block

Ceremony Charge

The West Branch Resort & River Run Restaurant provides an area for outside wedding ceremonies, overlooking our beautiful grounds on the Delaware River. The bride and groom may choose from several different locations for the following fees:

- 50 White Chairs: \$250.00
- 100 White Chairs: \$300.00
- 150 White Chairs: \$350.00
- 200 White Chairs: \$400.00

Rehearsals

If you wish to hold a ceremony rehearsal at our facility, you must make these arrangements with our Catering Sales Manager in advance. We will do our best to accommodate the rehearsal in the location that the ceremony will take place, or arrange another suitable location. You are responsible for making arrangements with your officiate or another party to assist in the direction of your group during the rehearsal.

Entertainment:

If you wish to have a band and/or DJ performing outside on the River Run Deck, your wedding party must have rented the entire West Branch



Pergola:

This is our brides favorites wedding ceremony site, but by no means our only. We pride ourselves in offering an unlimited number of various sites spread over our 300 acre property. We urge all of our clients to casually walk our facility and pick the site that suits their needs. From riverside to mountaintop we have something that will make your heart sing!



Bridal Suites:

Our Three Bedroom CEO Cabin is your perfect setting for slipping into that dress and sharing some of your most treasured memories and laughs. These luxurious modern log homes sit riverside and have a beautiful view of the Delaware River. They feature a full deck overlooking the river that offers a great photo opportunity!

The West Branch Way:

What Makes Us Different?

We take every wedding and start from scratch. There is no "our way" at West Branch. We want to fulfill your dreams, from the moment you book. We take your visions and make this day you have been dreaming of, that's the West Branch Way. Book your wedding with us and become a member of our West Branch Family

Our Menu:

Our menu is a compilation of our past weddings most popular choices. This is by no means all that is available. We pride ourselves in giving you what you want and creating a truly special day. If you would like to see something else on the menu, just ask... our chef will be glad to prepare a tasting for you. Our Chef, John Cox, is a graduate of the Culinary Institute of America and is well rounded in almost all areas of cuisine. With over 15 years of catering weddings under his belt, no task is too small or large for him.

Our Cabins & Grounds:

With 27 cabins, sleeping anywhere from 50-100 guests, our resort is the perfect size to make your special weekend truly unforgettable. Make sure you take a peak at our lodging options located at the end of this brochure!



"Memories to Last a Lifetime"



2015 Wedding Reception Menu

Appetizers

(Per 100 Pieces if applicable)

Cheese & Fruit Montage:

\$400.00

Mozzarella Sticks:

served with marinara sauce

\$150.00

Cocktail Meatballs:

Swedish or marinara

\$225.00

Cocktail Franks:

served with Dijon mustard

\$200.00

Habachi Beef Skewers:

Tender sirloin steak rolled around a colorful array of red & yellow ball peppers, Monterey Jack cheese & green onion. Lightly glazed with soy seasonings

\$275.00

Habachi Chicken Skewer:

moist strip of chicken tender rolled around a colorful array of red & yellow bell peppers, green onion, & Monterey Jack cheese with Jalapeno. Lightly glazed with soy seasonings.

\$275.00

Raspberry & Brie in Phyllo:

Buttery soft Brie cheese with a sweet raspberry sauce & chopped almonds baked in a flaky phyllo dough

\$275.00

Bacon Wrapped Scallops:

\$275.00

Crispy Asparagus:

Carefully selected asparagus tips combined with a seasoned blend of sharp Asiago Cheese & a hint of creamy Fontina cheese is delicately wrapped in a flaky phyllo dough wrapper

\$265.00

Crab Cakes:

served with a remoulade sauce

\$300.00

Sausage Mushroom Caps:

Whole, de-stemmed mushroom caps stuffed with Italian sausage, pizza sauce & mozzarella cheese.

\$275.00

Chicken or Beef Satay:

skewered tender slices of chicken or beef marinated in a sweet & hot sauce. Cooked to perfection & served with a Thai Roasted Peanut Sauce

\$275.00

Mini Beef Wellington:

Appetizer version of an elegant favorite. Beef tenderloin medallions nested in a french puffed pastry

\$300.00

Deluxe Cold Canape:

an assortment of handmade canapes all on light rye bread rounds which include: Shrimp with cocktail sauce, Chicken and Ripe Olive, Ham Horn with Ham Mousse, Cheddar Cheese & Smoked Almond, Artichoke with cream cheese rosette, & Salami Cornucopias with a Spanish Olive.

\$250.00

Spinach Lobster Dip:

served with fresh tortillas

\$250.00

California Torte:

layered whip cream cheese, feta, herbs with basil, sun-dried tomatoes and roasted red pepper pesto served with assorted crackers and fresh

grapes

\$250.00

Smoked Chicken Quesadilla:

a delicious combination of chunks and shredded chicken. Mild cheddar & Monterey Jack Cheese, & spicy jalapeño peppers Now add tomatoes, red, green & yellow peppers, cilantro, poblano peppers, onion & a touch of garlic:

\$275.00

Thai Chicken & Cashews Spring Rolls:

A combination of chicken, cashews & julienne Chinese vegetables seasoned with a traditional peanut sauce and wrapped in a delicate spring roll wrapper:

\$275.00

Jumbo Shrimp Cocktail:

\$300.00

Mozzarella Caprice:

Fresh sliced mozzarella and tomatoes with extra virgin olive oil and balsamic vinaigrette

\$250.00

Want something else? There are hundreds of appetizers to choose from! Just Ask

2015 Wedding Reception Menu

Buffet Options



Package Choices:

Option One:

choice of two entrees

\$34.95

Option Two:

choice of three entrees

\$39.95

Option Three:

choice of four entrees

\$44.95



Beef & Pork:

Prime Rib Au Jus:

(Carving Station)

Beef Brisket:

slowly braised in a sweet and sour sauce

Garlic Studded Roasted Sirloin:

served with au jus & horseradish

Beef Tips:

beef tenders sautéed with a burgundy mushroom demi glaze

Beef Stroganoff:

served over egg noodles

Steam Ship Round:

1/4 side of beef, served with au jus & horseradish, (minimum 150 ppl)

Pinot Noir Braised Short Ribs:

succulent braised boneless short ribs in pinot noir wine with aromatics and fresh herbs.

Slow Roasted Pulled Pork:

with BBQ sauce

Honey Brown Glazed Ham:

sliced and served with a classic ginger brandy glaze

Apple Stuffed Roasted Pork Loin:

Poultry:

Chicken Marsala:

With Mushrooms

Chicken Piccata:

sautéed chicken breast with mushrooms, garlic & capers in a light lemon & wine sauce

Chicken Francese:

egg and parmesan cheese battered chicken breasts, sautéed and finished with a lemon garlic herb butter

Roasted Turkey:

Roasted all white turkey breast, sliced and served with traditional stuffing, topped with turkey gravy

Chicken Parmesan:

with home made tomato sauce and mozzarella cheese

Vegetarian:

Penne Ala Vodka:

tossed in a light red vodka sauce

Penne Primavera:

penne pasta tossed in a medley of vegetables with Alfredo sauce

Vegetable Risotto:

sautéed seasonal vegetables with risotto and finished with asiago cheese

Fish:

Tequila Lime Talapia Filets:

broiled and topped a dill butter sauce

Red Snapper Fillet:

roasted in a chardonnay lemon butter sauce

Country Fried Flounder:

prepared in our special blend of bread crumbs, served with tarter sauce and lemon wedges

Stuffed Fillet of Sole:

Stuffed with crabs and scallops, topped with newburg sauce

Poached Salmon Filets:

topped with Bearnaise sauce

All Buffet Package options come complete with:

tossed salad with choice of 3 dressings
rolls & butter
coffee
tea
soft drinks
choice of two side dishes

Additional Choice of Entree:

\$14.95

Additional Choice of Side:

\$2.95

Side Dishes

Vegetable Medley
String Beans Almondine
Glazed Baby Carrots
Cauliflower & Broccoli topped with cheddar cheese
Grilled Asparagus
Ratatouille: (slowed braised garden vegetables with Roma tomatoes)
Mashed Potato



Side Dishes

Rice Pilaf
Red Beans & Rice
Roasted Red Potato's
Grand Marnier Roasted Sweet Potato
Mashed Sweet Potato
Baby Bakes Potatoes
Roasted Potato Wedges
Penne Pasta with Red Sauce or Alfredo

Alcohol Pricing:

ALL ALCOHOL PRICES ARE PER ADULT OVER 21 & LAST FIVE HOURS (INCLUDING DINNER)

BEER & WINE

~Your Choice of Three Beers
~All House Wines
(Merlot, Cabernet, White Zinfandel, Chardonnay)
~Custom Bar set up on Deck of Restaurant
~Cash Call & Premium Bar Will Be Available for Guests

\$20.00

BEER, WINE & CALL BAR:

~Your Choice of Three Beers
~All House Wines
(Merlot, Cabernet, White Zinfandel, Chardonnay)
~Call Liquor Bar (ask for details)
~Custom Bar set up on Deck of Restaurant
~Cash Premium Bar Will Be Available for Guests
~Mixers

\$25.00

BEER, WINE & PREMIUM BAR:

~Your Choice of Three Beers
~All House Wines
(Merlot, Cabernet, White Zinfandel, Chardonnay)
~ FULL Premium Bar (ask for details)
~Custom Bar set up on Deck of Restaurant
~Mixers

\$30.00



~Cash & Consumption Bars Also Available, Ask for Details~



NOTES:

RENTALS (Included in facility fee):

LINENS	\$ PER	SIZE
Round Base Linens for tables	\$15	120"
Colored Overlay	\$8	72"
Colored Overlay	\$6	53"
Banquet Table Linens	\$15	8'
Napkins (White/Ivory)	\$.40 Cents	Standard
Napkins (Assorted Colors)	\$.50 Cents	Standard
Skirting (White/Ivory)	\$25	21'

COST OVERVIEW:

DESCRIPTION	COST P.P.	TOTAL COST
Facility Fee	\$1500-2000	\$1500-2000
Appetizers (total amount)	\$	\$
Food (per person)	\$	\$
Alcohol (per person)	\$	\$
Rental Total	\$ INCLUDED	\$ INCLUDED
Service Fee (18% of Total)	\$	\$
Taxes (8% of Total)	\$	\$



Executive Chef John Cox & His Wife, restaurant manager, Kelly Cox have over 20 years experience in the catering business. They will be working with you and there every step of the way to insure that your wedding is truly the day of your dreams!!

Meet your Bridal Staff:

We have an amazing staff here at West Branch. As a matter of fact, we refer to them all as part of our family. Most staff members have been with us for more years than we can count. It's these amazing members of our team that will make your day so memorable! Our staff takes your big day as serious as you do. We all want your special day to be one that you remember for a lifetime. Its our people, our environment & our setting that makes your wedding day so special.....



Matt Batschelet, General Manager of the West Branch Resort will personally oversee every aspect of your big day. From the moment you book, his phone is always on and door is open. No question is to small when it comes to your wedding day!

Cabins at West Branch

800-201-2557

WWW.WESTBRANCHRESORT.COM

2015



The cabins at West Branch offer a truly unique experience for all of your wedding guests



ONE BEDROOM GRANDVIEW:

Simple, cozy and quaint all can be used to describe the new Grand View cabins. These One bedroom suites are ideal for couples or groups up to three, providing both the space and comfort without sacrificing the modern luxury you would experience in our Executive Cabin Suites. Each Grand View has a picnic table, grill, fire ring, A/C, wireless Internet, telephone and cable TV. Sleeping arrangements include a single bedroom with a double bed and two single beds and a sleeper sofa in the living room.

IDEAL FOR:

Couples, small group of friends

TOTAL GRANDVIEW CABINS: 13



ONE & TWO BEDROOM EXECUTIVES:

All of our One & Two Bedroom Executive Cabins sits directly on the water and has a wood burning fireplace, offering you the ultimate in luxury and comfort. These cabins also feature a full kitchen, living room, satellite television, and Wireless Internet. Each cabin has a riverside fire pit, picnic table and grill as well. Start or end any day while relaxing on your private deck in one of our handmade Adirondack chairs overlooking beautiful Delaware River & Catskill Mountains

IDEAL FOR:

Two couples, groups of friends, families up to five

TOTAL ONE BEDROOMS: 2
TOTAL TWO BEDROOMS: 8



CEO CABINS:

The CEO Cabins offer the utmost in privacy and seclusion for your getaway, sporting private access and having an "away from everyone" atmosphere. These three bedroom two bath cabins are the finest accommodations in the area and are perfect for larger groups. With over 1800 sq. feet of living space these cabins feature a full stainless steel kitchen, Italian Leather furniture, river stone fireplace, and an amazing 40 foot deck overlooking the river. These cabins hold a maximum of six ppl.

IDEAL FOR:

Two couples, groups of friends, families up to six, Bride & Groom

TOTAL UNITS AVAILABLE: 2

CABIN BOOKINGS:

After reserving your wedding at West Branch, you may reserve a block of rooms for you your guests with no financial obligation. We will hold these rooms for your guests until 45 days prior to your wedding. All rooms will be open up for public booking after that point. Our reservations department will handle all of your guests needs during the booking process. A two night minimum is required for all cabin bookings.

Activities at West Branch

Bon Fire in the Back 40:

This has been one of our most popular activities at West Branch for our weddings. On Friday evening we will light a trail of Tiki Torches leading your guests through the woods. The trail ends with an enormous bon fire set up by our staff. This event can be customized in anyway you desire. Please ask for more details (\$)

Lawn Games:

Volley Ball Nets, Badminton Nets, Horse Shoe Pits can be provided at no charge. If additional games are given to us in advance we will set these up for you in our main lawn.

Fly-Fishing the Delaware:

Our resort sits on over two miles of premium trout water. This water is all catch and release and fly fishing only. Guests can venture off on there own or hire a guide to take them down the river. Guides can also accommodate up to two anglers for a bass fishing trip on the lower system where spin fishing is permitted

Mountain Biking:

With miles of trails located at the border of our property we encourage guests to bring there bike. We also have a few bikes for rent in the office.

Clays Shooting:

We offer all guests staying at West Branch access to our "five stand shooting course" Guests will be escorted by a "trapper" to assist in their shooting endeavor. Guns can be provided to guests as long as ammo is purchased at our shop

Pool Party

Host a pool party before your special day! Its a great way for everyone to enjoy a beautiful day. Our pool is open June 15 through Labor Day Weekend.

BBQ at the Pavilion:

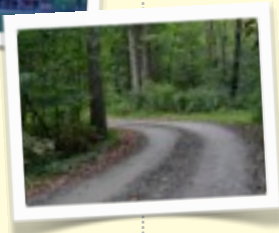
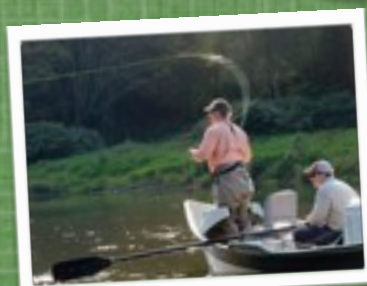
Ask your catering manager for menu options for hosting a BBQ at our pavilion or feel free to cook on your own!

Canoe Rentals:

Although West Branch does not directly rent canoes, we can send you in the right direction. Landers Canoe Rentals is located roughly 30 minutes away and provides rafting, tubing, & canoeing down the Delaware.

Hiking Trails:

Guests can access miles of hiking trails in the local area. Maps are available, free of charge, for all guests.



CONTACTS:

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General Manager
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