

OCEAN KEY
RESORT & SPA
KEY WEST

A NOBLE AFFAIR

Key West's Premier Wedding Location!





Ocean Key Resort and Spa, part of the Noble House Collection, can be found at the prominent address of Zero Duval Street; where the Gulf of Mexico meets the Atlantic Ocean. Our exclusive venue provides an intimate setting for you and your guests to celebrate this special time in your lives with an unparalleled view of the Key West Sunset. Your exclusive wedding will be complemented by authentic Key West cuisine and a breathtaking location in which you and your guests will be surrounded by crystal blue waters of the Florida Keys.

If it is a flawless event you are looking for, you have found the location at Sunset Pier and Ocean Key Resort and Spa.

Wedding Packages have been designed for your convenience and include:

Four hour premium brand open bar

Cocktail Hour with four butler passed hors d'oeuvres and one mini station

Champagne toast

Your choice of a plated, buffet, family style or stations dinner

Bartender and cake cutting services

Complimentary upgrade for the Bride and Groom throughout their stay if they reserve a room at Ocean Key Resort and Spa





HORS D'OEUVRES

(Please Select Four)

COLD HORS D' OEUVRES

Ahi Tuna Tartar with Wasabi Ponzu, Wonton Crisp
Bruschetta with Bacon and Goat Cheese
Grilled Shrimp with Avocado Relish
Oyster Bloody Mary "Shooters"
Snapper Ceviche Served on an Asian Spoon
Thin Sliced Roast Beef on Crisp Crostini with Goat Cheese
Honeydew Jalapeno Gazpacho Shooter
Lotus Cup Filled with Spicy Asian Chicken Salad
Grilled Cheese and Tomato Bisque Cup
Feta and Kalamata Stuffed Crimini Mushroom
Cilantro-Jalapeno Hummus, Cuban Cracker, Heirloom Tomato

HOT HORS D' OEUVRES

Korean Bulgogi Beef, Spicy Dipping Sauce
Grilled Lamb Lollipops with Minted Dijon Mustard
Mini Crab Cakes with Chipotle Aioli
Coconut Battered Shrimp with Mango Habanero Sauce
Duck Confit with Pickled Cherries on Crostini
Mojo Pork, Manchego Cheese and Guava BBQ Empanadas
Bacon Wrapped Dates
Blue Cheese Tater Tots with Gorgonzola Sauce
Mini Franks In Puff Pastry with Spicy Mustard
Spanikopita
Braised Short Rib, Pickled Red Onion, Crème Fraiche, Cilantro on a Wonton Crisp
Chicken Satay with Chili Peanut Marinade, Cilantro



PLEASE SELECT ONE MINI STATION

Build Your Own Bruschetta Display

Goat Cheese and Roasted Mushrooms, Fresh Mozzarella, Heirloom Tomatoes and Basil,
Grilled Asparagus, Mission Figs and Brie, Bacon and Herbed Saga Blue Cheese

Cheese, Fruit and Crudité Display

Assorted Cheese and Crisp Vegetables with Fresh Fruit, Ranch Dipping Sauce,
Lavosh and Water Crackers

Pasta Station

Please Select Two:

Rotini with Pesto alla Genovese

Cavatappi Pomodoro

Penne a la Vodka

Farfalle with Mushroom Bolognese

Empanada Table

Four Cheese

Chicken and Bell Pepper

Spinach, Chorizo, Caramelized Onions & Goat Cheese

Margarita Bar

Margaritas, Nacho Chips, Guacamole, Salsa, Sour Cream and Queso

PLATED DINNER

1ST COURSE

(please select one)

Caribbean Caesar Salad

romaine lettuce, grana padano cheese, tomatoes, grilled pineapple, creamy ginger caesar dressing

Bibb Salad

bibb lettuce, roasted hearts of palm, mandarin orange, grilled ricotta salata, pistachios and citrus vinaigrette

Tomato Panzanella Salad

tomatoes, cucumber, red onions, ciabatta croutons, spanish olives & feta vinaigrette

Fresh Baby Spinach Salad

fresh strawberries, roasted pistachios, cranberries tossed in balsamic vinaigrette

Roasted Beet and Arugula Salad

garnished with goat cheese & caramelized shallots drizzled with hazelnut champagne vinaigrette

Five Baby Green Salad

with hearts of palm, cherry tomatoes, red onions & white balsamic vinaigrette

2ND COURSE

Duet Entrées

(select one duet plate to be served to all of your guests)

Seared 6oz Angus Filet and Florida Spiny Lobster

served with chimichurri and drawn butter

\$199.00++ per person

Duet of Key West Pink Shrimp and Pan Seared Naturally Raised Chicken

served with roasted red pepper pesto

\$189.00++ per person



Single Entrées

(entrée choices are required 5 days prior to the wedding)

8oz Filet Mignon
gorgonzola sauce

\$189.00++ per person

Coffee Spiced Short Ribs
with herb gremolata

\$189.00++ per person

Coriander Cracked Pepper Crusted Black Angus Rib Eye
served with a cognac demi glace

\$189.00++ per person

Chili Rubbed Wahoo
with pico de gallo & roasted tomatillo

\$179.00++ person

Citrus Marinated Mahi-Mahi
served with pineapple mint salsa & garnished with citrus beurre blanc

\$169.00++ per person

Stuffed Naturally Raised Chicken Breast
oven dried tomatoes, fresh mozzarella and basil, balsamic glaze

\$169.00++ per person

Pan Seared Chicken Breast
with wild mushroom ragout

\$169.00++ per person

Grilled & Roasted Vegetable Lasagna
san marzano tomatoes, basil, fresh mozzarella

\$159.00++ per person

Chef's Selection of Complementing Vegetable and Starch, Fresh Baked Dinner Rolls and Butter.
Fresh Brewed Coffee and Decaffeinated Coffee, and Herbal Tea Blends.

All prices are subject to a 22% service charge & 7.5% sales tax.

*Please alert your Catering Manager of any food allergy concerns prior to ordering.



BUFFET DINNER

\$169.00++ per person

SALADS

(please select two)

Caribbean Caesar Salad

romaine lettuce, grana padano cheese, tomatoes, grilled pineapple, creamy ginger caesar dressing

Bibb Salad

bibb lettuce, roasted hearts of palm, mandarin orange, grilled ricotta salata, pistachios and citrus vinaigrette

Tomato Panzanella Salad

tomatoes, cucumber, red onions, ciabatta croutons, spanish olives & feta vinaigrette

Baby Spinach Salad

strawberries, roasted pistachios, cranberries tossed in balsamic vinaigrette

Roasted Beet and Arugula Salad

garnished with goat cheese & caramelized shallots drizzled with hazelnut champagne vinaigrette

ENTRÉES

(please select two)

Stuffed Naturally Raised Chicken Breast

oven dried tomatoes, fresh mozzarella and basil, balsamic glaze

Churrasco

with chimmichurri

Roasted Pork Loin

with cajun cream sauce

Chili Rubbed Wahoo

with pico de gallo & roasted tomatillo

Pasta Primavera

with fresh seasonal vegetables

Sauteed Shrimp With Wine & Garlic

with mushroom mascarpone risotto topped with asiago cheese

Pan Seared Mahi Mahi

with potato pancetta hash

*Please alert your Catering Manager of any food allergy concerns prior to ordering.



ACCOMPANIMENTS
(please select two)

Parmesan Risotto Cakes

Garlic Mashed Potatoes

Truffle Mac & Cheese

Grilled Asparagus with Olive Oil & Lemon

French Green Beans
with oven dried cherry tomatoes

Roasted Farmer's Market Vegetables

Fresh Baked Dinner Rolls and Butter

Fresh Brewed Coffee and Decaffeinated Coffee, and Herbal Tea Blends



Pricing is based on a 90-minute service

All prices are subject to a 22% service charge & 7.5% sales tax



FAMILY STYLE DINNER

\$179.00++ per person

SALAD

(please select one)

Caribbean Caesar Salad

romaine lettuce, grana padano cheese, tomatoes, grilled pineapple, creamy caesar vinaigrette & ginger caesar dressing

Baby Spinach Salad

fresh strawberries, roasted pistachios, cranberries, roasted shallot vinaigrette and bacon vinaigrette

Baby Berg Wedge Salad

pickled onion, chorizo, heirloom tomatoes, gorgonzola dressing

ENTRÉES

(please select two)

sauces will be served on the side

Churrasco

with chimmichurri

Roasted Pork Loin

with cajun cream sauce

Chili Rubbed Wahoo

with pico de gallo & roasted tomatillo

Seared Top Sirloin

with gorgonzola sauce

Citrus Marinated Mahi-Mahi

with pineapple mint salsa & garnished with citrus beurre blanc

Pan Seared Chicken Breast

with wild mushroom ragout



ACCOMPANIMENTS

(please select two)

Parmesan Risotto Cakes

Garlic Mashed Potatoes

Truffle Mac & Cheese

Grilled Asparagus With Olive Oil & Lemon

French Green Beans
with oven dried cherry tomatoes

Roasted Farmer's Market Vegetables

Fresh Baked Dinner Rolls and Butter

Fresh Brewed Coffee and Decaffeinated Coffee, and Herbal Tea Blends



All prices are subject to a 22% service charge & 7.5% sales tax





DINNER STATIONS

(please select four stations)

\$199.00 ++ per person

Seasonal Mixed Greens

Tomatoes, Cucumbers, Green Onion, Mushrooms, Pancetta,
Julienne Carrots, Blue Cheese Crumbles,
Roasted Shallot Vinaigrette & Creamy Chipotle Ranch

Spinach Salad Station

Fresh Spinach, Tomatoes, Red Onion, Chopped Eggs, Mushrooms, Pancetta, Fresh Strawberries &
Mangos, Gorgonzola Cheese, Candied Spicy Pecans,
Coconut & Mango Vinaigrette & Sherry Vinaigrette

Risotto Station

(chef attended)

Creamy Parmesan Risotto Made to Order with Your Choice of the Following:
Sweet Peas, Pancetta, Tomato, Gourmet Mushrooms, Basil, Onions, Roasted Red Pepper,
Mascarpone, Grana Padano Cheese
Finished with White Truffle Oil, Lemon Garlic Oil or Chili Oil

Macaroni and Cheese Bar

(chef attended)

Elbow Pasta in a Light Creamy Cheese Sauce with the Following Toppings:
Jalapeno Jack and Blue Cheese Crumbles
Nuggets & Crumbled Bacon
Sautéed Mushrooms, Fried Onions, Diced Tomatoes, Black Olives,
Jalapenos & Potato Chip Crumbles

Loaded Baked Potato Bar

(chef attended)

Idaho and Sweet Potatoes
Toppings: Cheddar Cheese Sauce, Gorgonzola Cheese, Chili, Sautéed Mushrooms, Onions and
Broccoli, Bacon Bits, Minced Chives, Jalapenos, Sour Cream, Whipped Butter, Pico de Gallo, Kosher
Salt and Fresh Ground Pepper, Honey Butter and Brown Sugar

*Please alert your Catering Manager of any food allergy concerns prior to ordering.



The Island Ceviche Bar

(chef attended)

Yellow - Yellowtail Snapper, Mojo Amarillo, Red Onion, Serrano Peppers, Cilantro, Lime, Extra Virgin Olive Oil, Malanga Chips

Green – Key West Shrimp, Lemon Chimmichurri, Crisp Plantains

Rojo - Yellowtail & Shrimp, Roasted Tomato Salsa, Lime Crème Fraîche, Cilantro, Tortilla Strips

Thai - Sushi Tuna, Napa Cabbage, Tomatoes, Scallions, Spicy Ponzu, Wonton Croutons

Seafood Taco Station

(chef attended)

Grilled Mahi Mahi & Key West Pink Shrimp with Offerings of:

Tomatillo Relish, Pico de Gallo, Cilantro, Queso Fresco, Roasted Tomato Salsa,
Cumin Sour Cream and Guacamole

Slider Station

Roasted Apple, Melted Brie, Chicken Sliders

BBQ Pulled Pork Slider with Fried Shallots

Mini Burger with Arugula, Pickled Red Onions & Blue Cheese with Garlic Aioli

Kabob Station

(chef attended)

Garlic Chicken with Honey Mustard Glaze

Teriyaki Steak with Wasabi & Chili Drizzle

Gulf Shrimp with Chipotle Glaze

Chef's Assorted Vegetables

Seafood Slider Station

BBQ Shrimp with Creamy Tarragon Cabbage

Blackened Mahi Mahi with Chipotle Slaw

Sesame Tuna with Soy Aioli & Pickled Ginger Relish

Lobster Salad Club

Steak Frites Table

(chef attended)

Churrasco served off the grill with

Pommes frites and your choice of Chimmichurri, Aioli Criollo, Horseradish Crème

Cajun Café

Pan Seared Blackened Fresh Catch, Chicken Gumbo, Shrimp Etouffee

*Please alert your Catering Manager of any food allergy concerns prior to ordering.



Smashed Potato Bar

Fresh Baked Idaho Potatoes Smashed with Your Choice of Toppings:
Cheddar Cheese, Blue Cheese, Bacon Bits, Steamed Broccoli, Sauteed Mushrooms and Onions,
Horseradish Cream, Chives, Butter, Sour Cream

Fajita Station

(chef attended)

Chicken and Churrasco Grilled Onions and Peppers, Tomatoes, Shredded Cheese, Black Beans,
Spanish Rice, Chipotle Peppers, Black Olives, Guacamole, Pico de Gallo, Sour Cream, Flour Tortillas

Whole Roasted Pig Carving Station (Lechon Asado)

(chef attended)

Served with Mojo Criollo, Fresh Cuban Bread, Pepper and Onion Escabeche

Whole Tenderloin of Beef Carving Station

(chef attended)

Served with Gorgonzola Sauce, Red Wine Mushroom Demi and Assorted Rolls

Herb Crusted Prime Rib Carving Station

(chef attended)

Served with Horseradish Crème, Au Jus & Fresh Baked Rolls

Whole Roasted Grouper Carving Station

(chef attended)

Citrus and Herb Marinated with Mango Salsa



Pricing is based on a 90-minute service

Fresh Brewed Coffee and Decaffeinated Coffee, and Herbal Tea Blends





WEDDING PACKAGE BAR SELECTION

Premium Liquor Selection for 4 Hours

Captain Morgan White Rum

Captain Morgan Spiced Rum

Cruzan Coconut Rum

Chopin Rye Vodka

Tanqueray Gin

Jack Daniels Whiskey

Jim Beam Bourbon

Sauza Hornitos Plata Tequila

Johnny Walker Red Scotch

Super Premium Liquor Selection for 4 Hours

\$11++ additional per person

Captain Morgan White Rum

Captain Morgan Spiced Rum

Cruzan Coconut

Ketel One Vodka

Nolet's Gin

Jack Daniels Whiskey

Bulleit Bourbon

Don Julio Blanco

Johnny Walker Black Scotch

Add One Additional Specialty Liquor of Your Choice

Add Two Craft Beers from our List

All Bars Include

Champagne Toast at the beginning of your reception

Beer Selection

Heineken

Amstel Light

Corona

Bud Light

Miller Lite

St. Pauli Girl NA

Wine Selection

House Red Wine, White Wine and Prosecco

Assorted Soft Drinks

Evian Bottled Water

*Please alert your Catering Manager of any food allergy concerns prior to ordering.



WEDDING DAY ENHANCEMENTS

add the finishing touch to your day by personalizing your event with one of our unique enhancements

CEREMONY ENHANCEMENTS

Iced Tea and Lemonade Station
\$6.00++ per person



COCKTAIL HOUR ENHANCEMENTS

Guacamole Station
(chef attendant required)

Fresh Avocado Mixed To Order with Your Choice of the Following:
shrimp, black olives, red onions, jalapenos, black beans, monterey jack cheese,
sour cream, roasted corn salsa & yellow tomato pico de gallo
served with tortilla chips & plantain chips
\$15.00++ per person

Taste of Key West Seafood Bar

Beer Steamed Middle Neck Clams, Wine and Chili Steamed Mussels, Key West Pink Prawns, & Oysters
Served with Mignonette, Cocktail Sauce, Horseradish, Lemons & Crackers
\$30.00 ++ per person

Tuscan Table

Cured Meats & Cheeses, Marinated Olives, Marinated Mushrooms, Roasted Peppers, Marinated Feta Cheese,
Roasted Tomatoes & Artichokes, Crusty Breads & Olive Oil
\$20.00++ per person

Hot Tin Roof Paella Station

Valencia, Chorizo and Local Seafood
\$36.00++ per person

All prices are subject to a 22% service charge & 7.5% sales tax.

*Please alert your Catering Manager of any food allergy concerns prior to ordering.



APPETIZER ENHANCEMENT

(for plated dinner only / select one)

Pork Empanadas with Guava BBQ - \$8.00++ per person

Shrimp "al ajillo" with Garlic and Poblano - \$10.00++ per person

Tuna Tostadas with Rice Wine Vinaigrette and Fresno Chili - \$15.00++ per person

Crab Cake with Hot Tin Roof Remoulade, Island Slaw - \$12.00++ per person

DESSERT ENHANCEMENT

Plated Dessert

(for plated dinner only / please select one)

Key Lime Pie / Coconut Flan / Dulce de Leche Cheesecake / Chocolate Pecan Pie

Seasonal Fruit Cobbler / Chocolate Mousse

\$9.00++ per person

BUTLER PASSED DESSERTS

(select two)

Chocolate Chip Cookie and Milk Shooter

Chocolate Key Lime Pie Pops

Miniature Ice Cream or Sorbet Cones in a Sprinkle Box

Fresh Fruit Skewers

Hand Dipped Chocolate Brownie Pops

Tiramisu Shooters

Chocolate Peanut Butter Moon Pies

White Chocolate Mousse with Black Forest Sauce

\$13.00++ per person

S'MORES STATION

(chef attendant required at \$100 per chef, one chef per every 50 guests)

Toasted Marshmallows, White and Dark Chocolate, Graham Crackers

\$13.00++ per person

BITE SIZE SNACK BAR

Brownies, Cookies, Cupcakes and Key Lime Tarts

\$15.00++ per person

All prices are subject to a 22% service charge & 7.5% sales tax.
*Please alert your Catering Manager of any food allergy concerns prior to ordering.



BAR ENHANCEMENTS

WINE SERVICE WITH DINNER

(additional servers required)

Select wines from our wine list to be poured as your guests enjoy dinner. Priced per bottle opened.
Additional server fees will apply, 1 per 50 at \$100

MINI DON JULIO MARGARITAS

Sip Ocean Key's famous margarita recipe from your own mini Patron bottle
\$15.00 per person

OCEAN KEY COCONUT HEAD

Your guests can bring a piece of Ocean Key home with them!
\$10.00++ per person

CORDIAL BAR

Baileys, Amaretto, Frangelico, Sambuca, Kahlua, Chambord, Grand Marnier, Campari,
Limóncello, Courvoisier VS, Patron XO and Drambuie
\$20.00++ per person, per hour

CRAFT BEER BAR

Select four craft beers from our current hot tin roof beer selection

SPECIALTY COCKTAIL BAR

Select four specialty cocktails from hot tin roof's most current list.
priced per drink, based on selections made



MARGARITA BAR

served on the rocks
(select three)

Sunset Margarita

sauza blue tequila, triple sec and fresh squeezed lime

Don Julio Cadillac

*don julio blanco tequila, grand marnier and
fresh squeezed lime*

Spicy Watermelon

*sauza chili & cucumber infused tequila, marie brizzard watermelon liqueur,
fresh squeezed lime and a hint of jalapeño*

Sauza Coconut

*sauza hornitos plata tequila, patrón citrónge, coconut cream,
fresh squeezed lime*

Smokey Paloma

*montelobos mezcal, sauza blue tequila, pure agave nectar and
fresh squeezed grapefruit juice*

\$12.00++ per drink



CAIPIRINHA BAR

(select three)

Classic Caipirinha

leblon cachaça, fresh lime, sugar

Orange Caipirinha

leblon cachaça, fresh orange and sugar

Pineapple Caipirinha

leblon cachaça, fresh pineapple and sugar

\$10.00++ per drink



RUM BAR

(select three)

Ultimate Cuba Libre

Papa's Pilar Blonde Rum, lime and a classic glass bottle of authentic Mexican Coca-Cola made with cane sugar

Pusser's Painkiller

Pusser's rum, coconut cream, pineapple juice, Florida orange juice and nutmeg

Dark 'n Stormy

Gosling's Black Seal rum, Fever Tree ginger beer and lime

Bahama Mama

Myers's Dark rum, Cruzan Coconut, Kahlua with pineapple, lemon and a Bacardi 151 float

Maui Mai Tai

Sammy Hagar's Beach Bar rum, orange liqueur, Orgeat with pineapple, lime and a Myers's Dark rum float

Goombay Smash

Naked Turtle white rum, Myers Dark Rum, Cruzan Coconut Rum, Orange and Pineapple Juices

Liquid Jelly Monkey Luv

Our signature rum punch with Cruzan Mango, Pineapple, Banana, Citrus and Coconut rums

\$10.00++ per drink



MARTINI BAR

(select three)

Hot Tin Tini ~ chilled golden pineapple infused vodka

Classic Dry Martini

Cosmopolitan

Sour Apple Martini

Espresso Martini

\$14.00++ per drink

All prices are subject to a 22% service charge & 7.5% sales tax.

*Please alert your Catering Manager of any food allergy concerns prior to ordering.



OCEAN KEY WEDDING PLANNER POLICY

Wedding Coordinators

To ensure a flawless event, Ocean Key Resort requires every client to hire a certified wedding planner from Ocean Key's Preferred Partners list. A suggested list of qualified wedding planners is included in your Preferred Partners list. If a wedding planner is not hired by the client, then Ocean Key will hire one on your behalf for day of services and a wedding planner fee of \$3000 will be added to your master bill.

Wedding Planner List

Simply You	www.simplyyouweddings.com	305.294.1112
Just Save The Date	www.justsavethedate.com	305.767.3774
Alore Event Firm	www.eventsbyalore.com	305.254.1515
Swankey Events	www.swankeyevents.com	305.396.7076
Soiree	www.soireekeywest.com	305.393.5040
Swivel Group	www.swivelgroupevents.com	305.509.2559

What your Ocean Key contact will do for you

- Execute all contractual agreements between you and the hotel
- Act as your primary hotel contact, available to answer all of your questions and communicate with other departments within the hotel
- Correspond with you and assist in making the best decisions regarding food, beverage and set up.
- Oversee the set up of all equipment the hotel provides
- Help you with guest room arrangements & hotel details at Ocean Key Resort or Inn at Key West
- Provide you an outline of your financial commitments and pre payment schedule
- Communicate all setup requirements of the ceremony and reception spaces, food preparation and other hotel operations to appropriate departments for execution

A day of wedding planner will contact you 30 days prior to your wedding day.

Services of a day of wedding planner would include but are not limited to:

- Reviewing contracts with vendors
- Creation of wedding day timeline
- Coordinate the processional with the bride & wedding party (line up wedding party, assist bride & dress)
- Be the liaison with your family, bridal party, band/DJ, florist, photographer, and other vendors
- Wedding party direction
- Onsite coordination of wedding ceremony and reception

Services of a full service wedding planner would include those of the day of with additional items that include but are not limited to:

- Ensure a flawless event and make planning, much easier.
- Serve as the main point of contact for wedding vendors and the bridal party.
- Distributes payments to wedding vendors.
- Manages the styling of decor and the timing of ceremony and reception.
- Recommend and negotiate vendors.
- Assist with proper etiquette and protocol for invitations, family matters, ceremony and toasts.
- Deliver and arrange ceremony programs, place cards, centerpieces, favors and any personal items.
- Advocate for all details pertaining to your destination wedding weekend



FREQUENTLY ASKED QUESTIONS

Ceremony Site Fee - \$1000

Ceremony Location on the Ocean Terrace to include:

- White Padded Resin Chairs
- Infused Water Station
- Any Necessary Tables Dressed in White Linen
- Shade Umbrellas in Lime Green or Tan

Reception Site Fee - \$1500

The Site Fee Includes the Following:

- Reception Location on the Sunset Pier for Cocktail Hour to include: Basic Tent with Perimeter Lighting (size will be determined by resort representative based on final guest count and set up)
- Round Tables for Dinner
- High and Low Top Cocktail Tables for Cocktail Hour
- Appropriate Accent Tables for Place Cards, Gift Table, Cake Table, Guest Book Table, DJ
- Polyester Table Cloth of Your Color Choice for Dinner Rounds, Cocktail Tables, and Accent Tables
- White Polyester Napkins
- Dinnerware (plates, glassware, silverware)
- White Resin Chairs
- 15x15 white dance floor
- Complimentary upgrade for the bride and groom if they book a hotel room at Ocean Key

Food & Beverage Minimums

The Ocean Key Resort & Spa offers the most premier wedding locations on the island. Food & Beverage minimums represent the “minimum” financial requirement we will propose to you according to your date and time of year. Food & Beverage minimums do not include the site fees or rental items and are subject to a 22% service charge and a 7.5% sales tax.

Confirmation of Space

All dates are subject to approval from our Sales and Catering Department and will become definite upon receipt of deposit & signed catering contract.



Deposit Schedule

Deposits are based on the hotel space reserved and are non-refundable. Your event space will be held on a definite basis upon receipt of your first deposit (50% of your food & beverage minimum and applicable site fees) and signed catering contract. Other deposits will be determined by the Catering Sales Team and will be clearly stated in the catering contract. The estimated final balance for your event, based on actual food & beverage selections and all related costs is required 5 business days prior to your event.

Guarantee and Plated Dinner Selections

The final attendance for events and final meal counts for plated dinners must be received no later than (5) business days prior to your function. This number will be considered your guarantee, not subject to reduction, and charges will be made accordingly. For plated dinners, each entrée selection must be clearly identified on the front of your guest place cards.

Menu Tasting

We are happy to provide a menu tasting for the bride and groom after the event has become definite with our resort. At least one member of the to-be married couple must be in attendance at the menu tasting. Any additional guests present at the menu tasting would incur a charge of \$100 per person. We require that you have your complete menu selected and recommend a tasting no sooner than 90 days prior to your event. Menu tastings can take place Monday – Thursday from 12:00pm until 3:00pm. They must be booked with the catering team a minimum of 30 days in advance and dates are based on the availability of the catering and culinary teams. Menus are subject to availability. If a buffet or station menu is being served, the items provided at the menu tasting will be a sampling of what will be served at the actual wedding reception. Not all stations can be recreated in a tasting setting.

Pyrotechnics

Special Effects – smoke machines, special balloon effects, and/or Pyrotechnics (to include but not limited to sparklers, fireworks and sky lanterns) cannot be operated without prior authority from the Catering office. The Catering office must be informed of the use of the above equipment in writing two weeks prior. Should the fire department respond to an alarm which is set off by unauthorized smoke machines, special balloon effects and/or Pyrotechnics, the client will be liable for any charges incurred by the hotel.

Noise Ordinance

The Ocean Key Resort & Spa abides by the city of Key West noise ordinance. This requires that all noise including, but not limited to, all forms of music and events cease by 11:00pm.

Parking

We are unable to provide parking for wedding guests who are not overnight guests of Ocean Key Resort and Spa. Please share this detail with your guests.



Vendor & Children's Meals

We are happy to provide a discounted rate for your vendors and children attending your wedding. Children's meals are \$29.99 per child (subject to service charge and tax) and include a fruit cup, fried chicken fingers, French fries, and a chocolate chip cookie. Vendor meals will be provided at \$39.99 per person (subject to service charge and tax) and will be our chef's choice of an entrée with unlimited soft drinks.

Preferred Partners

A preferred partners list will be provided to you with the confirmation of your wedding date. It lists the top vendors that reflect our 4 diamond quality of service. If you decide to hire someone not listed, they must be approved by your Catering Sales Manager.

Welcome Bags/Guest Amenities

Any gifts, welcome bags or amenities received by the front desk for guests of the wedding party are subject to a \$5.00 service charge per bag/item. Ocean Key Resort & Spa will not assume any responsibility for damages or loss of any merchandise left with the front desk.



EVENT DÉCOR PRICING

Tent

Upgrade your tent to be fully lined or clear. Ask your Catering Manager for pricing

Lighting

28" Crystal Chandelier	\$110 each
38" Crystal Chandelier	\$275 each
46" Crystal Chandelier	\$550 each
Festival Light	\$90 / 20 feet of tent
Lanterns	\$8 each
LED Up lighting	\$55 each

Chairs

Chiavari Chairs (white, natural, mahogany, silver or gold)	\$7.5 each
Chameleon (mahogany, gold or silver)	\$11 each
Ghost Chair	\$8 each
Mahogany Barstool	\$14 each
Cross Back Chair	\$8 each
Bamboo Folding Chair	\$7 each

Chargers

Rattan	\$4.5 each
Gold, Silver, Gold Beaded or Silver Beaded	\$3.5 each

Décor & Design

Bamboo Arbor	\$175 each
Fabric for Arbor	\$60
White Aisle Runner	\$90

Dance Floor

Teak or Black and White Checked Dance Floor	\$675 - 15x15, \$1080 - 18x20
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Miscellaneous

Space Heater	\$120 each
Standing Fans	\$50 each
Staging	\$55 per each 4x4 section

Tables

48" Square	\$18 each
60" Square	\$20 each
8x4 Farm Tables	\$95 each

Lounge Sets

Bamboo <i>(includes love seat, 2 chairs, 2 Ottomans and coffee table)</i>	\$750
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Please ask your catering manager for additional decor options