

We are delighted that you are considering Pink Shell Beach Resort & Spa as a possible location for your upcoming wedding. Please allow us this opportunity to provide you with an overview of how we can make this a memorable event you will cherish forever.

Pink Shell is located on 1500 feet of white sugar sand beach and offers some of the most spectacular views of the Gulf of Mexico in the area. Imagine a sunset that takes your breath away. Now, imagine this as the setting on the day of your wedding. From fabulous food to fragrant flowers to bridal party facials at our spa, we can help create the tropical beach resort wedding of your dreams.

Pink Shell Beach Resort & Spa features spacious accommodations ranging from deluxe studios to one and two bedroom villas with daily housekeeping and stunning direct views of the Gulf of Mexico. In addition, your guests will experience a wide range of amenities including JoJo's Restaurant, Bongo's Bar & Grill, Coconut's pool bar, 3 heated pools, Sparky's Fun Park, Aquagene Spa, our retail store Audrey's, water sports, our marina with dock slips, and family recreation programs.

We would be honored to offer our experience and professionalism to help you celebrate this special occasion. You may call or email to request additional information or to schedule an appointment to visit our wonderful facilities.

We look forward to the opportunity to make your wedding everything you dreamed it could be!

Kindest Regards,
The Wedding Consultant Team
(239) 463-8638 - Direct
(800) 797-7465 - Toll Free
(239) 463-8653 - Fax
E-mail us: Weddings@Pinkshell.com

Ceremony

Ceremonies Include:

- ~White Ceremony Chairs
- ~Ceremony Arch
- ~Ceremony Decorations
- ~Registry/Sand Ceremony Table
- ~Indoor Back-up location
- ~Attended Rehearsal if Requested

Reception Location

- Grand Lido Ballroom
 - Captiva Ballroom
 - *Coconuts Poolside
 - *Banyan Grove Poolside
 - *Captiva Courtyard
 - *Beach Reception
- *Outdoor functions include back up location

Receptions Include:

- ~60" Round Tables and Chairs
- ~White House Linens and White Skirting
- ~White Classic Dinnerware and silverware
- ~House Center Pieces
- ~Votive Candles 3 per table
- ~Dance Floor for indoor receptions only
- ~Tiki Torches for Outdoor Locations

All above Site Fees are subject to 20% Service Charge and 6% Florida Sales Tax

GUARANTEE

All banquet events require a guaranteed number of guests. The guarantee is what you will be charged, even if fewer guests attend. It is a requirement that the resort is notified of the exact number of guests (guarantee) by noon, three business days prior to the event. If a guarantee is not received, we will consider the number indicated on the original arrangement forms to be correct and the guaranteed figure. The resort reserves the right to change menu prices. Menu prices will not be guaranteed outside of three months prior to the event, unless stipulated in the contract.

FOOD SERVICES

The Pink Shell Beach Resort & Spa is responsible for the quality and freshness of any food served to our guests. Due to current health regulations, food may not be brought in from outside the resort nor taken from the resort premises after it has been prepared and served.

BEVERAGES

The Pink Shell Beach Resort & Spa, as a licensee, is responsible for the administration of sale and service of alcoholic beverages in accordance with the regulations of the Florida State Legislative Commission. It is our policy, therefore, that all liquor, beer and wine must be provided and served by the resort. Under no circumstances may liquor be brought in from outside the resort or served by anyone other than a designated resort representative. Guests must be 21 years of age, and I.D. is required if asked, or the resort may refuse to serve the guest.

FLOWERS, DECORATIONS AND ENTERTAINMENT

Flowers, candles, music, green plants and theme décor provide a lively atmosphere to make your special functions a memorable event. Decorative ice pieces can also be provided. The resort will not permit the affixing of anything to the walls, floors or ceiling with nails, staples, carpet tape or other substances. Please consult the Catering Sales Department for assistance of all materials.

FUNCTION ROOMS/AREA AND SET-UP FEES

Function room/ areas are assigned by the guaranteed minimum number of anticipated guests. The resort reserves the right to re-locate an event should there be a significant change in the number of guests attending or the weather is not cooperative for outside events. Once resort management has made the decision to move an event, the group contact will be notified and all decisions are final. All outdoor functions will have an indoor backup room reserved. The decision regarding the utilization of the indoor backup space will be made by the Catering Sales Office by 8:00 a.m. for luncheons and by 2:00 p.m. for dinners. Once the decision has been made to move the function indoors, it will be final. Outdoor functions must end by 10:00 p.m. During turtle nesting season, beach functions are not allowed after dark. (Turtle nesting season is May through October). The resort reserves the right to change a service fee for set-up of function rooms/areas with extraordinary requirements. A set-up fee will be charged where applicable.

AUDIO/VISUAL EQUIPMENT AND SERVICES

Audio / Visual requirements for your function can be arranged through your Catering Sales Representative. We recommend *MAVP*, which can provide qualified engineers, lighting operators, and extensive equipment set-ups on a rental basis.

SHIPPING AND RECEIVING

Packages for a planned event may be delivered to the resort one working day prior to the function with notification and approval from the Catering Sales Representative. The following information should be included on all packages: (a) Wedding Name (b) Resort Representative's Name (c) Wedding Contact Name (d) Date of Function, address of resort, Pink Shell Beach Resort & Spa 275 Estero Boulevard, Fort Myers Beach, Florida 33931. Any alternative arrangements are to be approved by the Catering Sales Department. Guests are responsible for the return shipment of all packages. There will be a \$2.00 per box fee charges for all boxes moved in and out of all functions areas. An additional \$50.00 labor fee will apply for 15 boxes or more.

BILLING AND DEPOSITS

All requests for direct billing must be authorized by the Resort Accounting Department 30 days prior to arrival. **All deposits are non-refundable.**

CANCELLATIONS

Cancellations must be made within 14 days prior to the scheduled function or as indicated on the Sales Contract. A cancellation fee will be applied if the cancellation occurs after the designated time period. If a group finds it necessary to cancel a function, expenses incurred by the resort in preparation for the event will become the responsibility of the group.

SECURITY/LOST AND FOUND

The resort cannot be held responsible for the damage or loss of any merchandise and/or articles brought into the resort, left unattended during an event or left in the resort prior to or following an event. Security arrangements should be made through the Catering Sales Department for all merchandise and/or articles set up for display prior to an event. The Security Department administers Lost and Found.

HOSPITALITY SUITES

Arrangements can be made to ensure your satisfaction. All food and beverage must be purchased through the Pink Shell Beach Resort & Spa. Any group hosting a hospitality suite will be charged for any damages. Hospitality Suites and Cocktail Receptions may only be scheduled in certain areas of the resort. Please contact the Catering Sales Department prior to making your final plans. The staff of the resort is unable to service any suite with the purchase of food or beverage from an outside source.

SERVICE CHARGES

A twenty (20) percent service charge (or minimum \$20.00) and applicable state tax will be added to all prices. The State of Florida requires sales tax to be charged on the service charge. Beach service charges are at a rate of twenty-seven (27) percent of the food and beverage portions of the bill.

Pink Shell Beach Resort & Spa~275 Estero Blvd, Fort Myers Beach, FL 33931~1.800.797.74654