

# Frequently Asked Questions

## General Information

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### **Do you have multiple weddings happening on the same day?**

Typically we do not. However in peak season, there is a chance that a wedding will occur earlier in the day and then be followed by another. We include a minimum 2 hour gap between weddings to ensure guests do not run into each other from each wedding. This guarantees that we can effectively coordinate both ceremonies and food service productively.

### **Is there a minimum cost for Saturday weddings?**

For all Saturday weddings there is a \$6,500 food and beverage minimum for the Bistro and \$10,000 food and beverage minimum for the Ballroom. If your date is flexible and you are able to book a Sunday or Friday wedding date, we are flexible with the minimums. We are also flexible when not in prime season (March through June) and (September through early November).

### **What happens if there is inclement weather the day of my ceremony?**

Inclement weather is extremely rare in peak season months, however, the morning of your wedding we will be monitoring the weather very closely. If inclement weather is in the forecast, the venue will make an informed decision (based on correspondence with the couple) on whether the ceremony will be relocated indoors depending on the space you have reserved. Due to the limit on timing, the ceremony will be held on the dancefloor inside the reception space and guests will sit at their designated round tables. Cocktail hour on the Terrace or the Ballroom outside patio will be relocated inside the reception space as well.

**PLEASE NOTE:** The bridal party path is 75% grass, wedges or flats are recommended.

### **What if we start the ceremony late or guests do not arrive on time?**

Since the wedding packages include a 4.5 hour time period, it is very important that your guests arrive 15-20 minutes prior to the ceremony to ensure they are able to walk to the ceremony site and be seated by the time the ceremony is planned to start. We do understand that occasionally situations delay your guests, however, in order to best serve you and coordinate adequately with your vendors and food service staff, the timeline must remain on track as closely as possible. If you make a specific request to wait for certain family members or friends, the entire timeline of the wedding will be adjusted within the 4.5 hour period. We do not offer complimentary extensions, except for extreme circumstances. These situations will be reviewed by Siena Catering Management as a case by case basis.

### **Are there separate spaces for cocktail hour and dinner?**

Yes, typically the wedding cocktail hour takes place on the Lakeside and Terrace areas for the Siena Bistro and the enclosed lobby and outside space for the Siena Ballroom. In either location, the reception room will remain untouched and the doors will remain closed until just before the wedding party's grand entrance.

### **What is the size of the dance floors offered in the Bistro or Ballroom?**

Our dance floor is 12' x 15' light teakwood for the Bistro and 20' x 37' oak in the Ballroom. The Ballroom dance floor is permanently set in front of the stage. The Bistro dance floor is moveable dependent on the size of your group but is typically set in front the windows to allow your guests a view of the lush landscape and Las Vegas Strip while dancing.

### **Where do couples take photographs? When do we have access?**

Depending on the lighting and artistic creation of your photographers, you may take photos all around the property other than the actual golf greens and putting greens, as heels and other shoes will cause damage to our greens.

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## Do you allow outside catering?

Normally, we do not allow outside catering or food/beverage to be brought into the Clubhouse other than wedding cake/specialty desserts. In the event that a wedding is requiring dietary/religious restrictive menus, we will consider an outside catering company on a case by case basis only. If an outside caterer is approved by Siena Catering Management, your Caterer must be completely self-contained not requiring any use of the Club's kitchen facilities, including hot and cold preparation areas, refrigerators, and freezers. For an event to be Kosher the client must provide their own china, serving utensils, and dishes; your outside caterer will assist you with rental fees. All food will additionally need to be served by Siena's food service team only. Additional fees may apply, please inquire.

## What is the role of the Director of Catering versus the role of a Wedding Planner? Should I hire a Wedding Planner or Coordinator?

**Our Catering Department** will function as liaison between the Club's Operations staff and Couple; Provide guidance on food and beverage selections; Review linens, conduct a food tasting and wedding ceremony rehearsal, if requested; Detail Banquet Event Orders containing specific information that will be communicated successfully to the Club's staff; Recommend Event Professionals to assist you with photography, floral and décor, officiant, invitations, and other amenities; Create a detailed floor plan of event space for seating assignments; Provide an on-going estimate of Club related charges outlining your financial commitments and deposit schedule and ensure seamless transition to Banquet Manager and Banquet Captain on the day of the wedding.

**Wedding Planners/Coordinators** will assist you with personal needs on the day of your wedding; Provide guidelines on etiquette and protocol or invitations, ceremony components, and toasts; Create a detailed timeline for your wedding day including ceremony and reception; Organize and coordinate vendors; Be your liaison between your family, bridal party, and vendors; Receive, count, and organize your wedding gifts; and Collect any personal items you may have brought at the conclusion of the reception.

Our Catering Department is very hands-on with our couples, helping them navigate through the planning process, guiding them down the aisle, and ensuring a successful event. If you would like to continue with a wedding planner, we would be happy to recommend one of our recommended approved planners and give you a copy of our expectations of those planners.

## What's Included in my Package?

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### Is the arch that I see in pictures at the ceremony location included?

Yes, the arch is included in all of our packages. Our arch comes bare, with no décor or flowers. This is all coordinated through your florist or décor company. You do also have the choice of using our arch or you can coordinate bringing in other structures such as columns, a huppah, or flower vase stands. We just require that the vendor coordinating the structure(s) is licensed and insured. If you choose to decorate the arch with a vendor not on our preferred list, please be aware we cannot supply ladders or tools. Vendors on our recommended list are aware of this policy.



#### Arch Dimensions Are:

The arch's height is 9' from the center to the top of the arch.

The arch is 2' wide

The arch's opening measures 6' wide.



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## **Is a tasting included in the package?**

All of our wedding packages include tastings of both the menu and cake options. However, at Siena Golf Club we only do the menu tasting. The cake tasting will be coordinated by you directly with our cake vendor offsite at their facility. Tastings at Siena are after a specific menu has been selected, we unfortunately cannot coordinate a tasting that includes all of our menu options. A menu tasting allows you to sample the salads, accompaniments, and entrees from your selected menu.

At the tasting we will select your chairs and linen colors. We also discuss all of the finalization details and go over all questions or concerns you may have. We host tastings for only 2 people. You are more than welcome to bring more, however the amount of food will not adjust to the larger group. Please try to limit the number of people attending to 4 total. Prior to the tasting you will select 4 different appetizers to try. At the tasting you will be trying all of the entrees included in your menu (minus carving station entrees) and all of the different types of salads. We will also discuss any specialty dietary needs you and your guests may have. The tasting will occur Wednesday through Saturday, typically after 2pm and is subject to availability.

## **Am I able to host a wedding rehearsal? When is it scheduled?**

Yes, a wedding rehearsal is included within your wedding package. The rehearsal will typically take place the day before your actual wedding and we usually will schedule one-hour to walk through the prelude, processional, and recessional. Anyone that will be part of the ceremony should attend the wedding rehearsal. Officiants are also always welcome! A rehearsal dinner or discounted dinner is not included, however, you are more than welcome to book your rehearsal dinner with our Bistro Department or let the Director of Catering know at least 14 days in advance.

## **Are there any special golf rates included in my wedding package?**

For weddings booked on our property, we offer a complimentary round of golf for one member of the wedding couple and a guest of their choice. Any other family members or friends who would like to join them will be offered a preferred rate. Please contact our Head Golf Professional, Jeff Corradino or our Director of Golf, Tony Lenzie to book or if you have any questions or concerns pertaining to future golf outings. When contacting them, please copy us on the email and make sure to let them know you are a current wedding couple of Siena Golf Club, your wedding date, and time!

[jcorradino@sienagolfclub.com](mailto:jcorradino@sienagolfclub.com) OR [tlenzie@sienagolfclub.com](mailto:tlenzie@sienagolfclub.com)

## **What linens and chairs will be provided by Siena Golf Club?**

All of our wedding packages include color coordinated, floor length table linens in a poly cotton blend fabric with napkins in any fabric, buffet table linens, head/sweetheart table linens, reception display linens, cake table linens, highboy cocktail table linens and optional ties, which are available in more than 60 colors. All packages include upgraded chiavari chairs with colored coordinated cushions. We do additionally offer specialty linens, i.e. pintuck, organza, dazzle, or somerset linens in our wedding package for a small additional fee and we would be happy to review swatches with you to ensure your vision is met with the least amount of upgrade costs.

## **Does Siena provide any of the following: AV equipment, screen & projector, cake stand, cake cutting set, wedding party champagne flutes, etc.?**

Siena Golf Club can rent a screen, projector, or TV/DVD player for a video montage, but we do not have an IT Department so we recommend that all testing of slideshows, DVDs take place before the wedding. We will be happy to discuss the pricing with you. We own a cake stand, cake cutting set, and plain, non-decorated champagne flutes that our wedding couples may utilize free of charge. Please notify the Director of Catering if you are in need of any of these items so that they may provide you with pictures and measurements. In order to provide the best service, we ask that the Catering Department be advised of these needs at least 2-weeks prior to your wedding date.

# Frequently Asked Questions

## Vendors

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### **Do you only offer certain vendors for your cake and DJ service or do we select them from the list you provided?**

Through our packages, we do only offer one specific DJ Company currently, All Night Long and one specific cake vendor, currently Las Vegas Custom Cakes. We do encourage you to utilize our own preferred vendors since they have built a relationship with our staff and are familiar with how our facility operates. Any outside vendors must be approved and have insurance certificates with coverage faxed to the Catering Department.

### **What is the etiquette on providing vendor meals? Can we meet our vendors prior to the wedding?**

It is always a nice touch to make sure your vendors are fed the day/evening of your wedding considering that they will be with you most of the day. The most common vendors who are offered a meal are your photographer, videographer, and DJ. We will offer a complimentary meal to any vendor from our recommended list. You can absolutely meet our vendors at any time and we encourage you to do so!

## Policies on Décor

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### **At the Ceremony Site**

At Siena Golf Club the bunnies, ducks, and geese are complimentary! Nature not only surrounds and embraces you at the golf course but enhances your wedding to make it memorable. That is why we ask when decorating the aisle at your ceremony, you only use organic ingredients (real flower petals versus fake) as after the ceremony, our active wildlife will partake in their duty of cleaning up the space. Fake flowers can disrupt the normal balance and health of our water fowl and local mammals, so please do your part in keeping them safe and healthy!

***We do not allow rice, birdseed, or confetti, but anything organic as rose petals, lavender, etc. is permitted.***

Fabric aisle runners are not permitted as they are a trip-hazard to the bridal party walking down the aisle. Rented hard surface aisle runners are permitted as long as the wedding is not held in the rainy season.

### **Inside the Reception Space**

For fabric swaging in the ceiling, all draping must be hooked on the unseen side of ledge and removed the night of the event by the décor company.

Inside the Bistro, we can offer three real-flame tea light candles per guest round table to enhance your pre-existing décor, however, the request must be finalized at least one month prior to your wedding date. In the Ballroom, real flame candles are not permitted. All centerpieces and décor must only use artificial flamed candles and lighting.

***According to Nevada State Fire and Safety Code taper candles are not permitted. All real flame candles' flames must be below the top of the container they are placed inside (meaning when lit, the flame may not exceed the top of the vase or container). Candles must either be contained within a vase or lantern from all sides or be floating and surrounded by water.***

**PLEASE NOTE:** We will not be able to provide ladders, hooks, or other equipment to your décor company.

Any vendor who does not have measurements is encouraged to come out and view the space to ensure the correct dimensions.

## Food

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### **Why are buffet menus priced the same as plated menu options? Aren't they cheaper to prepare?**

Buffet menus and plated menus are priced the same due to the fact that both menus have the same amount of food, thus resulting in the same amount of food costs. We do not upcharge the service or delivery method of a plated meal.

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## **Is a vegetarian selection provided on top of our selected menu entrées?**

Your menu may offer up to three entrees, plus a dietary specific meal for your guests. Additionally, we can offer food selections for nearly all specialty dietary needs: vegan, vegetarian, gluten free, etc. We can sit down with our Chef to discuss options for you or your guests.

## **When choosing a plated dinner menu do guests get to pick from the 3 entrees listed, or do we choose only one for all our guests?**

Guests get to select from the 3 entrées listed. The Club requires utilizing response cards with indicators for the guest's food selection. If you offer a choice of entrée, your guaranteed number of each entrée should be submitted 14 days prior to wedding date. We ask that the food indicators be easily readable so that our server can do a quick glance at the card and know which entrée to put down in front of your guest. This ensures the most effective timely food service expedited to your guests without interrupting their conversations and merriment.

We also require an alphabetical list that lists your guests' pre-selected entrée in order to personalize your service. This list must be broken down by table (Example: Table 1 has 3 fish, 4 beef, 2 chicken, and 1 kid's meal). Many times guest make their food selection nearly 6 months to a year prior to your wedding date. If any of your guests forget which entrée they selected, we are able to utilize your list by asking the guest their name and notifying them of the selection they indicated on their invitation.

## **May we bring home any leftover food from the wedding?**

We strictly adhere to the Clark County Health District guidelines and to prevent any mishandling of the food, we will not allow any leftovers to be sent home with our couples or guests. The only food item that is allowed off our property is the wedding cake's top tier.

## **For Additional Information or To Schedule a Tour Please Contact:**

**Director of Catering | Adreanna Konsur**  
702-304-7314 | [akonsur@sienagolfclub.com](mailto:akonsur@sienagolfclub.com)  
[www.sienaweddingsandevents.com](http://www.sienaweddingsandevents.com)  
**Tours Scheduled By Appointment Only**