

The Montrose Mansion



*At The Villanova Conference
Center*

2009/2010 Wedding Planner

Congratulations on your engagement and thank you for expressing interest in having your Reception in the Montrose Mansion at The Villanova Conference Center

Just imagine . . .

The Perfect Wedding Reception...

Held at a Mansion beyond compare, situated in the heart of Philadelphia's Main Line. Your wedding will receive the utmost attention from our talented staff as we host only one wedding a day.

The Property...

The Villanova Conference Center consists of The Montrose Mansion with terraced views of our 32 acre estate, a 58 room hotel and our glass walled dining room. The Mansion was built in 1914 by Mr. John Riley as a wedding present to his daughter, Mrs. Barnes Townsend. Throughout the Barnes Townsend's years here, 601 County Line Road was known as "Montrose". The estate's nine bedroom mansion, stables and walled acres of flower, vegetable and rock gardens, manicured lawn, wooded hills and spring fed lake maintained for swimming epitomized Main Line life of the early and mid 20th Century.

Your Catering Manager ~ Your Personal Assistant . . .

Your catering manager understands that this event is very special to you and is committed to ensuring the success of your Wedding Reception. They would be happy to answer any questions you may have at any time. The Catering Manager will meet with you regularly prior to the day of your Reception. Please feel free to use the Catering Manager as a guide to help you with the many details of planning your most important day. Your Catering Manager also serves as your personal reception coordinator. We host only one Wedding Reception per day, so the attention is all yours, exclusively. The Manager will greet your guests personally upon their arrival and bring your guests into the dining room after the reception. Your Manager will attend to all of the many details, so you do not have to.

Our Executive Chef . . .

Has prepared an extensive menu from his own unparalleled repertoire from which to choose. Each menu item has been tested in our kitchen, is based upon availability of the freshest ingredients, and we serve them beautifully.

Menu Tasting . . .

Your catering manager will work with you to schedule a menu tasting two months prior to your wedding reception. The tasting menu will be prepared for the Bride and Groom and four of your guests and is designed to help you choose your final menu for your affair.

Menu Selections . . .

To ensure availability of specific food items, we ask that final menus be selected with your catering manager at least one month prior to your function. The Villanova Conference Center reserves the right to increase pricing of specific menu items based on the market value at the time of purchase.

Wedding Cake . . .

You will be able to choose the style, flavor and icing of your wedding cake from our Wedding Cake Book. Any style preferences outside of those detailed will be an additional fee.

Linens Selection . . .

We have a vast selection of linens for you to choose from so that you can create an atmosphere that is just right for your Wedding Reception. Additional Premium Linens are available for a fee.

Floral Arrangements . . .

Floral arrangements are not included in our Wedding Packages. We would be happy to suggest several excellent sources for florists.

Dance Floor . . .

We offer a complimentary parquet dance floor with all of our Wedding Reception Packages.

Musicians and Entertainers . . .

Meals will be provided for musicians and entertainers at a fee of \$28 per person. Musicians and Entertainers will be provided with a private space to change, rehearse and eat.

Valet Parking . . .

Valet parking is available for a fixed fee of \$700 plus tax. (Included with the Montrose Package)

Coat Check . . .

Coat check is complimentary for our guests.

Ice Carvings . . .

Our Chef, Gary Flora, is known for his beautiful interpretations in ice. Ice carvings are available for a fee starting at \$195 per block. Chef has a number of designs from which to choose.

Pre-Ceremony Room and Luncheon . . .

While preparing for your special day and Ceremony, a complimentary room will be made available for your use. If the Bridesmaids, Groomsman, or your guests should elect to have lunch, arrangements can be made for luncheon service in our dining room, game room or one of our mansion rooms for \$17.00 per person. Please make arrangements in advance.

Service Charge and Taxes . . .

Wedding Reception packages are subject to a service charge of 20% and a state sales tax of 6%.

Minimums and Maximums . . .

Our minimum number of guests for a Wedding Reception is 125 adult guests. Our maximum number of adult guests is 250. If your wedding party is less than 125 guests, there will be room rental fees for the Montrose Mansion, the Upper Terrace and the Main Dining Room to fulfill the difference.

Deposits . . .

Upon confirmation of your date, a \$2,000.00 deposit is required to hold your space. The advance deposit is non-refundable. All deposits will be applied toward your final balance which is required five (5) working days prior to your function.

Guarantees . . .

To help us make your day a truly memorable one, we ask your cooperation in confirming the total number of guests expected five (5) working days prior to your event. This number is your guarantee and may not be lowered. If a confirmation number is not received by the due date, the expected attendance will become the number of guests guaranteed. Final charges will be based on your guarantee or the actual attendance whichever is greater.

Alcoholic Beverage Policy . . .

The Villanova Conference Center, as a Licensee, is responsible for the administration of the sale and service of all alcoholic beverages in accordance with Pennsylvania's Alcoholic Beverage Control's Policies, procedures, and statutes. The Conference Center will strictly enforce Pennsylvania's Beverage laws. The Management of the Villanova Conference Center retains the right to manage the after hours event and will have final decision as to the hours and closure of said event. The Management of the Villanova Conference Center and its Beverage employees reserve the right to refuse service of Alcohol to any guest whom appears, or exhibits characteristics of being intoxicated. In addition, any disturbances, underage drinking or consumption of non-conference center purchased alcohol will result in immediate event termination.

The Villanova Conference Center is the only licensed authority to sell and distribute liquor on the premises. Liquor is not permitted to be brought onto the property and alcohol purchased from the Villanova Conference Center may not be taken off Property.

*To ensure that your affair is memorable, the following items
are included in all Wedding Packages*

*Complimentary Overnight Guest Room on the night of the Wedding, complete with
complimentary bottle of champagne for the bride and groom*

Personalized server to attend to the special needs of the Bridal Party

*Your choice of Luxurious Floor Length Table Linens for the table overlay and dinner
napkins*

Mirrors and votive candles on each table

White Glove Service

Individualized floor plans

Ample Parking

Parquet Dance Floor

Beautifully Decorated Wedding Cake

Freshly Brewed Coffee, Decaffeinated Coffee and Gourmet Teas

~ Cocktail Reception ~

*One Hour Cocktail Reception featuring our Premium Bar
in our Montrose Mansion and Upper Terrace (weather permitting)*

*One hour of Butler Passed Hors d'oeuvres
Stationed Cheese and Crudités Display*

~ Dinner Service ~

*Premium Four Hour Top Shelf Open Bar
Champagne Toast*

~ Buffet Dinner ~

Or

~ Gourmet Sit Down Dinner ~

*Soup, Appetizer, or Salad
Choice of Gourmet Entrée
Mélange of Seasonal Vegetables
Dessert Selection*

OUR PACKAGES

The Villanova Package

*Includes our Buffet Package and Selection of 10 Hors d'oeuvres
from our classic collection
From \$117.00* per person*

The Mainline Package

*Includes Top Shelf Open Bar
One Reception Station
Selection of 15 Hors d'oeuvres from our Classic and Signature Selections
Three Course Dinner featuring One Starter and One Entrée from our Villanova
Classic Collection
Our Fabulous Viennese Table
From \$129.00* per person*

The Montrose Package

*Includes Valet Parking
Top Shelf Open Bar
Arctic Martini Bar
One Reception Station
One Classic Carvery
Selection of 20 Hors d'oeuvres from our Classic and Signature Selections
One Hors d'oeuvres Enhancer
Four course Dinner featuring Two Starters, and One Entrée
from our Villanova Signature Collection
Our Fabulous Viennese Table
One Flambé Dessert Station
From \$145.00* per person*

All selections are accompanied by chef's selection of fresh vegetables and appropriate starch

** Pennsylvania sales tax and 20% service charge are not included in menu selections pricing and will be added to the final bill*

These menus are for your reference in planning your Wedding Reception. Should you desire a customized package, we will be happy to work with you to create a menu that will be truly memorable.

Your reception begins with the following displays of cold selections

*Garden vegetable Crudités with Dipping Sauces
International and Domestic Display of Cheeses*

Butler Passed Hors D' Oeuvres

Villanova Classic Cold Selections

*Strawberries with Boursin Cheese
Bruschetta with Olives and Sundried Tomatoes
Melon Wrapped in Prosciutto
Mini Fruit Kabobs with Yogurt Dip
Cucumber with Bleu Cheese and Walnut*

Villanova Classic Hot Selections

*Barbecue or Swedish Meatballs
Vegetarian Potstickers
Buffalo Wings with Celery and Bleu Cheese
Sesame Chicken Tenderloins with Dip
Petite Quiche Lorraine
Steamed Turkey and Shrimp Shaomai
Petite Spring Rolls with Dipping Sauces
Three Cheese Jalapeño Quesadilla
Chicken Fingers
Mini Pineapple Chicken Kabobs
Cheese Straws
Franks in Puff Pastry
Beef Teriyaki Brochette
Broccoli and Cheese Puffs
Smoked Chicken Quesadillas
Spanikopita
Mini Burritos
Parmesan Artichoke Puffs
Italian Sausage Puffs
Deep Dish Pizza
Sausage Stuffed Mushroom Caps
Coconut Chicken
Beef & Vegetable Teriyaki Kabob
Chicken or Beef Sate*

Butler Passed Hors D' Oeuvres Cont.

Villanova Signature Cold Selections

*Baby Red Potato with Sour Cream and Caviar
Almond Chicken on Belgian Endive
Smoked Salmon Mousse in Pastry Spoon
California Roll with Wasabi Soy Sauce
Asparagus Wrapped in Prosciutto
Black Mission Fig with Goat Cheese & Port Glaze
Beef Capriccio and Summer Black Truffle*

Villanova Signature Hot Selections

*Mini Corned Beef Ruben
Brie and Raspberry Purses
Artichoke Stuffed with Boursin
Sausage and Spinach Stuffed Mushrooms
Scallops Wrapped in Bacon
Mini Beef Wellington
Duck Quesadilla with Pepper Jack Cheese
Mini Beef Sliders
Tenderloin of Beef on Brioche with Horseradish
Horseradish Shrimp in Bacon
Mini Maryland Crab Cakes with Remoulade
Petite Baby Lamb Chops
Crab Stuffed Mushrooms
Smoked Salmon Pizza
Chicken and Mushroom in Phyllo
Mini Chicken Wellington
Goat Cheese and Onion Tartlets
Crab Rangoon*

Hors d'oeuvres Enhancer Selections

Available for an additional \$5.00 per person*

*Chilled Shrimp with Cocktail Sauce
Lollipop Herb Shrimp
Lobster Medallion Canapé with Saffron Butter
Ahi Peppered Tuna with Seaweed on Crostini*

Reception Enhancements

Tuscany Antipasto Station

Selection of greens, marinated salads, roasted vegetables, Italian meats and cheeses with sliced baguettes, grilled focaccia and flatbreads

Served with imported olive oil and vinegars

An additional \$9.00 per person*

Mediterranean Tapas and Spreads

A selection of imported olives, grilled vegetables, hummus, vegetarian dips and spreads. Served with a selection of flatbreads and pitas

An additional \$7.00 per person*

Sushi Display

Assorted sushi and California rolls served with wasabi, soy sauce and pickled ginger

An additional \$13.50 per person*

Smoked Fish Display

An assortment of hickory smoked fish including salmon, whitefish, trout and assorted smoked shellfish served with the appropriate accompaniments

An additional \$12.50 per person*

Gulf Shrimp Station

Sautéed jumbo prawns with pine nuts, tomatoes, garlic and fresh lemon

An additional \$13.00 per person*

Caesar Salad Station

Crisp greens with traditional Caesar dressing garnished with grilled chicken or shrimp and freshly grated imported parmesan cheese

An additional \$8.25 per person*

Reception Enhancements Cont.

Little Italy Pasta Station

*Your choice of two of the following pastas and sauces
Pasta choices - tortellini, penne, ravioli, radiatore, gnocchi, or farfelle
Choice of sauces- four cheese and roasted garlic, vodka tomato crème, garden pesto, roasted vegetable marinara, classic Alfredo, or Bolognese
Sautéed to order with traditional accompaniments
An additional \$9.00* per person*

Asian Stir Fry Station

*Your choice of chicken or beef stir-fry with fresh vegetables, accompanied by jasmine rice
An additional \$9.25* per person*

Chicken Marsala Station

*Tender mignonettes of chicken sautéed with mushrooms and Marsala wine
An additional \$8.50* per person*

Kennett Square Wild Mushroom Sauté

*A variety of fresh mushrooms sautéed in an aged cognac cream sauce
An additional \$8.00* per person*

A Taste of Jazz

*Petite rock shrimp sautéed with peppers, onions and Creole tomatoes served with red beans and rice
An additional \$13.00* per person*

Mini Philly Cheese Steak Station

*With all classic accompaniments
An additional \$7.50* per person*

The Carvery's

*Oven roasted and sliced to order with traditional accompaniments
and freshly baked rolls*

Honey Glazed Smoked Virginia Ham

An additional \$8.00 per person*

Roasted Breast of Turkey

With sage pan sauce, Whole Cranberry Sauce, and Honey Dijon Mustard

An additional \$8.00 per person*

Honey & Beer Glazed Corned Beef

With Mustard Sauce & Rye Bread

An additional \$9.00 per person*

Herb Crusted Roasted Beef Tenderloin

Crispy Fried Onions, Horseradish Sauce, Beef Au Jus and Honey Dijon Mustard

An additional \$13.50 per person*

Tamari Charred Tuna Loin

*Cooked to Medium Rare, Served with Fresh Sliced Breads, Fried Capers, Diced
Marinated Cucumbers, Lemon Wedges, Sesame Peanut Sauce and Remoulade*

An additional \$13.50 per person*

Gourmet Sit Down Dinner Selections

Soups

*Wild Mushroom Smoked Gouda
Crab & Asparagus
Amish Chicken and Corn Chowder
Roasted Potato and Leek
Shrimp Bisque
Lobster Bisque
Italian Wedding
Roasted Red Pepper with Boursin
Sherried Mushroom with Tarragon
Minestrone Genovese*

Appetizers

Classic Appetizers

*Melon Ball Midori
Lemon Poached Asparagus with plum tomato and Fresh Mozzarella
Ravioli with wilted Spinach and tomato coulis
Sherried Wild Mushrooms in Puff Pastry
Parsley pasta purse stuffed with mushroom and garlic cream
Penne pasta with roasted vegetable marinara
Poached Salmon with Red Onions, Capers, Egg and Chive
Cantaloupe Crown Filled with melon, Seasonal Fruit and fresh berries*

Villanova Signature Appetizers

*Miniature Crab Cakes with Dijon Cream over Baby Greens with Chili Lime
Vinaigrette*

An Additional \$4.00 per Person*

Coconut Crusted Shrimp with Mango and Sweet Chili

An Additional \$4.00 per person*

Gulf Shrimp Cocktail

An Additional \$5.00 per person*

Seafood Parfait

An Additional \$5.00 per person*

Salads

Villanova House Salad

Mixed Garden Greens, Grape Tomatoes, Carrot, Cucumbers, and Creamy Balsamic Vinaigrette

Cucumber Wrap Salad

*Mixed Greens Wrapped in Cucumber
with Grape Tomato and Balsamic Vinaigrette*

Vineland Greens Salad

*Red and Green Leaf Lettuce, Romaine, Radicchio and Endive
with Lemon - Poppy Seed Vinaigrette*

Spinach Salad

Crisp Spinach Leaves, Sliced Mushrooms, Wedges of Hard-Boiled Eggs, Red Onion Rings, Cherry Tomatoes and Black Olives with Cabernet Vinaigrette

Caesar Salad

*Romaine Lettuce, French Baguette Croutons, Shaved Parmesan
and Anchovy fillet*

Mozzarella and Seasonal Tomato Salad

Red onion, fresh basil and cracked black pepper with balsamic vinaigrette.

Chilled Asparagus Salad over Lola Rosa

*Baby Spears of Asparagus marinated in Lemon lime Vinegar over Lola Rosa
Greens and roasted pepper trio*

Greek Salad with Feta Cheese

*Mixed Greens Wrapped in cucumber
Grape Tomatoes and Kalamata Olives
With Sundried Tomato Vinaigrette*

Gourmet Sit Down Dinner Entrées

Classic Gourmet Entrées

All selections are accompanied by our Chef's selection of fresh vegetables and appropriate starch

Roast sliced Sirloin of Beef with Sauce Merlot

Seared Salmon Florentine

French Cut Breast of Chicken Marsala with Oven Roasted Vegetable Ratatouille

Slow Roasted Prime Rib of Beef with Horseradish Crème

Garden Stuffed Herb Crusted Breast of Chicken with a Chardonnay Cream Sauce

Grilled Chicken and Gulf Shrimp with a Scampi Sauce

Baked Salmon with a Pommery Mustard Sauce

Herb Roasted Pork Loin with Gingered Apple Chutney

Apricot Stuffed Chicken with Apricot Brandy Cream

New Orleans Chicken with Baby Shrimp Creole Sauce

Chicken or Veal Oscar

Lightly Battered and Sautéed Topped with Lobster Hollandaise Sauce

Riesling Poached Salmon Filet

Leeks, Wild Mushrooms and Fresh Herbs

Spinach & Mushroom Stuffed Chicken

Wilted Spinach, Wild Mushrooms and Boursin Cheese

Villanova Signature Entrées

Roast Tenderloin of Beef with Wild Mushroom Demi-Glace

Oven Fired Rack of Lamb with Whole Grain Mustard Reduction

Grilled Filet Mignon with Wild Mushroom Sauce and Crab Cake

*Grilled Filet Mignon with Wild Mushroom Sauce and Oven Charred
Jumbo Prawns*

Broiled Lamb Chops

*French Cut with a Mango Mustard Crust and Green Peppercorn
Bourbon Sauce*

Pan Seared Veal Rack Chop with Basil Chambertin Sauce

*Pacific Halibut with Roasted Fennel and Tomato
Beurre Blanc*

Beef Wellington

*Beef Tenderloin and Mushroom Duello Wrapped in Puff Pastry with
Bordelaise Sauce*

Mixed Grill Trio

Chicken Scaloppini, Petite Filet of Beef, and Grilled Jumbo Shrimp

Barramundi ala Creole

Topped with Crabmeat, Shrimp, and Andouille Sausage Stuffing

Gourmet Sit Down Duet Entrées

Classic Duet Entrées

*An additional \$6.50*per person*

*Grilled Chicken & Seared Salmon
With a Wild Mushroom Leek Ragout*

*Sautéed Veal & Shrimp Oscar
With Hollandaise Sauce*

Gourmet Duet Entrées

An additional \$10.50 per person*

Grilled Tenderloin of Beef & Stuffed Prawns

*Petite Filet of Beef & Grilled Tuna
With Roasted Shallot Demi & Teriyaki Fruit Salsa*

*Petite Beef Wellington & Crab Stuffed Salmon
With Sour Cream Mashed Potatoes*

*Petite Filet of Beef & Chilean Sea Bass
With Madeira Truffle Sauce and Wasabi Mashed Potatoes*

*Petite Filet of Beef & Lobster Tail
With a Duet of Sauces and Truffle Mashed Potatoes*

All selections are accompanied by chef's selection of fresh vegetables and appropriate starch

Dessert selections

(In addition to your Wedding Cake... please select one)

Bananas Foster
Petit Trio Sorbet with Seasonal Berries
White Chocolate Mousse with Raspberry Coulis
Individual Chocolate Chambord
Cheesecake with Seasonal Berries
Chocolate Truffle Tort with Dark Chocolate Mousse
Warm Apple Tart with Vanilla Ice Cream
Fresh Fruit Tartlet
Strawberries and Cream

Additional after dinner Enhancements

Viennese Table

*To include Mini Pastries, Chocolate Fountain with Fresh Fruit,
Pound Cake, and Choice of Bananas Foster Flambé,
Cherries Jubilee or Southern Comfort Peach Foster*
An additional \$7.50 per person*

Miniature Pastries at Each Table
An additional \$5.00 per person*

Chocolate Covered Strawberries at Each Table
An additional \$5.00 per person*

** Pennsylvania sales tax and 20% service charge are not included in menu selections pricing and will be added to the final bill*

Buffet Menu Selections

Included in all Buffet Packages

Crisp Garden Greens with Dressings and Accoutrements

Caesar Salad

Fresh Melon and Fruit Display

Gourmet Cheese Mirror

Selection of Breads and Rolls

Choice of Soup

(Please Select One)

Smoked Gouda and Wild Mushroom

Seafood Bisque

Minestrone

Italian Wedding Soup

Entrées

(Please Select Three)

Chicken Marsala

Pesto Crème Chicken over Tortellini

Chicken Françoise

Garden Stuffed Breast of Chicken

Grilled French Cut Chicken Breast with a Sweet Onion Glaze

Beef Tips Burgundy with Sautéed Mushrooms

Grilled Hangar Steak with Roasted Vegetable Compote

Cider Glazed Roast Loin of Pork

Flounder or Sole Imperial

Seared Salmon with Grilled tomato Relish

Buffet Menu Selections Cont.

Accompaniments

(Please Select One)

Oven Roasted Red Bliss Potatoes
Oven Roasted Fingerling Potatoes
Yukon Gold Smashed Potatoes
Rice Pilaf
Five Grain Medley

Carving Selections

(Please Select One)

Roast Turkey with Gravy
Prime Rib of Beef Au Jus
Honey Baked Pit Ham

Station Selection

(Please Select One)

Little Italy Pasta Station
Stir Fry Station

Dessert Buffet

Liquor, Beer, and Wines

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The Villanova Conference Center is the only licensed authority to sell and distribute liquor on the premises. Liquor is not permitted to be brought onto the property and alcohol purchased from The Villanova Conference Center may not be taken off Property.

A 20% service charge will be added to all beverage service.

***Premium Open Bar**
(Included in all packages)
Jack Daniel's Bourbon
Canadian Club Whiskey
Dewar's Scotch
Beefeater's Gin
Smirnoff Vodka
Jose Cuervo Especial
Bacardi Silver Rum
Sweet & Dry Vermouth
Domestic and Imported Beers
Domestic and Imported Light Beers
Red & White House Wines
Soda, Water, Juices and Mixers*

Top Shelf Open Bar

An additional \$6.00 per person
(Included in the Montrose Package)*

*Maker's Mark Bourbon
Crown Royal Whiskey
Chivas Regal Scotch
Tanguerey
Jose Cuervo Gold
Absolut and Stolli Vodka
Mount Gay Rum
Sweet & Dry Vermouth
Red and White wines
Domestic and Imported Beers
Domestic and Imported Light Beer
Soda, Water, Juices and Mixers*

Luxury Open Bar

An additional \$10.00 per person*

*Jack Daniel's Single Barrel
Crown Royal Special reserve
Glen Fiddich Single Malt Scotch
Bombay Sapphire Dry Gin
Grey Goose/Belvedere Vodka
Patron Tequila
Captain Morgan Private Rum
Sweet & Dry Vermouth
Premium Red & White Wine
Domestic and Imported Beers
Domestic and Imported Light Beer
Soda, Water, Juices and Mixers*

Beer Selections

All Bars include four selections from the following

Yeungling Lager

Miller Light

Budweiser

Bud Light

Michelob

Heineken

Corona

Sam Adams

Coors Light

Amstel light

Non-Alcoholic beers are also available

Additional Selections of Premium and Micro Brew beers are available at an additional charge

Arctic Martini Bar

An additional \$10.00 per person (included in the Montrose Package)*

Gin and Vodka Liquors, Chilled in a Bar of Ice

Cordial Bar

An additional \$7.00 per person*

Kahula Coffee Liqueur

Remy Martin Cognac

Bailey's Irish Cream

Sambuca

Christian Brother's Brandy

Port

Amaretto

Drambuie

Grand Marnier

Peach Schnapps

After Event Gathering

*A Post Event party can be arranged in our Game Room or Mansion Bar
with advanced notice*

*The Post Event Party is limited to one and a half hours following the end of your
scheduled event*

Beer and Wine are available on a Cash Basis

\$150.00 Bartender Fee Applies

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