



Payne-Corley
HOUSE





Event Planning

An Event Specialist will work with you from the very beginning to personalize your event and ensure your vision is expressed as you plan this special occasion. We put genuine care and attention into each event we plan.

Your Event Specialist will be available for up to two planning meetings before the event will be here the day of your event to ensure everything is executed as you have planned.

Menu Selections

Our Executive Chef has an extensive and impressive culinary background and welcomes the opportunity to help you create a menu that reflects your personal tastes. We are the exclusive caterer at the Payne-Corley House and all food is prepared on site with only the freshest ingredients.

During your site visit, our Event Specialists will present you with a wide variety of menu options. Below are the different types of events we are able to accommodate:

Strolling Receptions (Up to 250 guests with a dance floor. Larger events accommodated with tenting)

Strolling Receptions are a popular choice for many events and offer a great way for guests to mingle during your event. We provide seating around the dance floor in our ballroom along with standing cabaret tables. Outdoor seating is also available on our veranda and gazebo. Your menu can include Passed Hors d' oeuvres, Carving, Pasta and Sauté Stations along with an array of Displayed Selections.

Plated Events (Up to 170 guests with a dance floor. Up to 200 without a dance floor)

Your guests may enjoy a two or three course menu that you have pre-selected or your guests may select their entrée the day of the event..

Buffet Events (Up to 130 guests with a dance floor. Up to 150 without a dance floor).

A buffet dinner offers seating for all your guests and a variety of different salad and entrée selections.

Beverage Selections

Our Event Specialists are happy to assist you in determining which beverage options will work best for your event and can be customize the bar to suit your budget and needs. We offer full bar, beer and wine only or non-alcoholic bar service. Bar service can be charged on consumption or we do have package pricing available. We have access to extensive wine selections and can offer signature cocktails and specialty drinks to make your bar service unique.

Additional Offerings

The Payne-Corley House offers specialty linens, décor packages and centerpieces to enhance your event. We can also provide you with an extensive referral list of highly recommended bakers, florists, photographers, entertainers and hotel accommodations for your out of town guests.



FACILITY RENTAL:

Afternoon Events –Any 3 hours Ending by 3:30pm

Evening Events –Any 4 hours Starting After 6:00pm

**Additional Time May be Added if a Longer Reception is Desired.*

Rental Includes:

- ❖ Gold Chavari Ballroom Chairs*
- ❖ Floor Length White Tuxedo Stripe Linens*
- ❖ Linen Napkins*
- ❖ Dance Floor*
- ❖ Candles and Votives for Outdoor Tables*
- ❖ China and Silverware*
- ❖ Candelabras for Ballroom Table*

Rental Rates Vary Depending on the Season, Day of the Week and Time of Day. We Offer Discounted Pricing During Off-Peak Times. Please Consult an Event Specialist for Specific Rental Details.

MENUS

*Menus are Custom Designed - Beginning at \$27.00 for Lunch
- Beginning at \$29.00 for Dinner*

MINIMUMS

Food and Beverage Minimums Apply and Vary Based on Season, Time of Day and Day of the Week. Please Consult your Event Specialist for Specific Information.

Minimums are Exclusive of Service Charge and Sales Tax.

MISCELLANEOUS CHARGES

20% Taxable Service Charge and Applicable Georgia State Sales Tax