INSPIRED EVENTS

CATERING & PRODUCTION

ESTD — 2011

Package Options

WELCOME TO

INSPIRED EVENTS

I'm so excited and thrilled you've decided to inquire about our services and what makes us the perfect fit for your celebration!

Well, there's the usual stuff: we've produced more than 1,000 events in the 12 years I've been in the industry. So, we definitely have the expertise it takes to make your event amazing!

Our food is delicious and our staff is trained, professional, and love to see you and your guests' smile. Our partners are award winning and we've been recognized by The Knot, Wedding Wire, Best of Coral Gables, Ocean Drive Magazine, VoyageMiami, Destination Weddings & Honeymoons, and by many others in the industry as one of the top in our field.

However, this isn't why you would choose us, as others in our industry are also great at what they do. You would choose Inspired Events for the intangibles you can't measure with awards. We are trained on how to keep calm and deal with high levels of stress during hectic times. You would choose us because our experience has taught the team to appreciate patience and the importance of listening and compassion during such a stressful time.

It's our moment to make you shine and that's what we do and do well!

WELCOME

Maggie Rodriguez

MAGGIE RODRIGUEZ | founder

DISCOVER

inspiredeventsmiami.com

GET IN TOUCH

maggie@miamiweddingsandevents.com

Event Production

EACH PACKAGE HAS 10 PRODUCTION HOURS INCLUDED.

PRODUCTION SERVICES INCLUDE:

- Initial welcome email
- Scheduling of appointments (with preferred Inspired Events vendors)
- Food Tasting
- Mid-term production call via ZOOM
- Digital walk thru
- Final production call via ZOOM
- Day of production (limited to package partners)

These hours have been calculated based on the complexity of each service included with your package.

Production hours include texts, emails, meetings, and phone conversations.

*Please note: this is not a full event planning service: we have several planners we can refer for a more complete planning experience

All communication is tracked via planning pod "time entries" tab, and is available for your review on your portal.

Most communication has a value of 0.5 or greater. PDF reports are generated after each communication with any member of our team so you can see how many hours of your planning time you have used at any given time.

Credit is not given for unused time/service.

Additional production hours are billed at $100.00 for junior producers and $175.00 for senior producers

---

*Please note production hours vary based on event schedule.

OUR OFFERINGS INCLUDE

The Food & Beverage Package

The Food & Beverage Package

PRODUCTION & DAY OF COORDINATION:

-Event production time 10 hours (appts, meetings, phone calls, emails, tasting, walk thru)

-Event producer on day of (focus on the reception)

-Online Planning tools

RENTALS & PLACE SETTINGS:

-China, glassware, silverware

-Linens, Overlays & Napkins

-Charger plates: Choose from 6 different styles

- Tables 1:10 guests 60" round or 6 Ft Rectangular | Chivari Chairs

STAFFING:

-1:25 ratio for Wait staff & 1:50 ratio for bartender(s) | 5 hour event

FOOD:

A CHEF-CRAFTED MENU OFFERING:

- 5 Hors d'oeuvres

-Buffet style or sit down service | Salad, chicken and fish, 2 sides, bread & herbed olive oil

BEVERAGE:

-Bar Mixers: Coke, Diet Coke, Sprite, tonic water, club soda, OJ, cranberry juice

-Bar Garnish: Lemons, limes, olives, cherries, ice

-House brand spirits, domestic beer, white + red wine

-Choice of champagne welcome drink or Toast

-All glass barware

DESSERT:

- Chef's choice plated dessert

OUR OFFERINGS INCLUDE

The All Inclusive Package

The All Inclusive Package

PRODUCTION & DAY OF COORDINATION:

- Event production time 10 hours (appts, meetings, phone calls, emails, tasting, walk thru)
-Event producer on day of (focus on the reception)
-On Line Planning tools

RENTALS & PLACE SETTINGS:

-China, glassware, silverware
- Charger plates
-Linens, overlays & Napkins
-Chivari chairs in a variety of color | 60" round or 6 ft rectangular tables 1 : 10 guests

STAFFING:

-1:25 ratio for Wait staff & 1:50 ratio for bartender(s) | 5 hour event

FOOD & BEVERAGE:

A CHEF-CRAFTED MENU OFFERING:

- 5 Hors d'oeuvres
-Buffet style or sit down service | Salad, chicken and fish, 2 sides, bread & herbed olive oil

BEVERAGE:

-House brand spirits, domestic beer, white + red wine
-Bar Garnish: Lemons, limes, olives, cherries, ice
- All glass barware
- Welcome Champage

DESSERT:

- Chef's choice plated dessert

ENTERTAINMENT:

-DJ for 5 hours (includes 1 set up)
-DJ equipment for cocktail hour

ESPRESSO BAR FOR 2 HOURS

Available Enhancements:

LATE NIGHT BITE
-Chicken + waffles with maple bourbon glaze
-Sliders with cheese, ketchup + pickle
-Bite sized arepa with pulled pork
-Latin style cheese sticks –"Tequenos"

LIGHTING
-Monogram
-Uplights

DELUXE FOOD STATION

Taco bar:
-hard + soft shells
-ground beef + shredded pork
-shredded cheese, sour cream, diced tomatoes, shredded lettuce, pico de gallo, guacamole
-cilantro rice + beans

Paella station:
-seafood paella
-house salad
-fried plantains
-bread + butter

Sliders + fries:
-beef sliders with potato rolls
-cheese, ketchup, mustard, pickles, lettuce + tomatoes
-french fries + sweet potato fries

Charcuterie:
-assorted cured meats -cheeses
-fresh + dried fruits -jams + dip
-Spanish omelet
-crackers
-crudité
-displayed on wooden accessories

Available Enhancements:

FILET OF BEEF 5oz

SHOOTERS/DESSERT BAR
-A variety of 3 shooters
-Assorted cookies
-Assorted mini desserts (1 piece per person total)

ENTERTAINMENT
-Live musician for (1) hour

PREMIUM OPEN BAR
-Bacardi, Grey Goose, Black Label, Bombay Sapphire, Jack Daniel's, Heineken, Heineken light,
-Red + white wine
-Bar service is for 5 hours

Additional hour of service: includes additional hour of open bar + service

PLACE SETTINGS

Choose from a selection of floor length poly blend linens in a variety of colors, coordinating napkins & lace or organza overlays

charger plates | white china | silverware | water goblets | champagne flutes | glass barware

60 inch Round or 6 foot rectangular banquet sized tables (1 per 10 guests) | Chivari Chairs | Round or Rectangular tables

The Food & Beverage Package & The All Inclusive Package

WAIT STAFF & BARTENDER

Wait Staff: 1 waiter per 25 guests (includes 1 team captain) | Bartender: 1 per 50 guests

Culinary Team as needed

5 hours of service | (cocktail-last dance)

The Food & Beverage Package & The All Inclusive Package

COCKTAIL HOUR

A choice of 5 butler passed hors d'oeuvres for your cocktail hour

The Food & Beverage Package & The All Inclusive Package

CULINARY DELIGHTS

SIT DOWN/ PLATED DINNER SERVICE:

White gloved butlers serve your guests at the table

First Course: A salad served in an edible basket

Second Course: Duet entrée of chicken & mahi mahi or salmon*

Bread & EVOO seasoned with our freshly harvested basil & oregano

OR

BUFFET SERVICE:

White gloved butlers serve your guests from the buffet display

Salad Display: Salad bar featuring 2 types of greens, 5 toppings, 2 dressings

Entrées: Freshly grilled chicken breast and Salmon or Mahi Mahi

with a choice of two sauces

Two accompaniments

Bread & EVOO seasoned with our freshly harvested basil & oregano

The Food & Beverage Package & The All Inclusive Package

BEVERAGES

Open Bar for up to 5 hours

Mixers: Coke, diet Coke, Sprite, OJ, cranberry juice, tonic water, club soda

House Brand Spirits: Tito's Vodka, Bacardi Light + Dark Rum, Red Label Scotch, Jim Bean Whiskey, Seagram's Gin

Red + White house wine

Domestic Beer

Champagne Welcome

Garnish: Lemons, Limes, Cherries, & Olives | Ice

All glass barware

The Food & Beverage Package & The All Inclusive Package

Our signature style reflects a fusion of inspiration, talent, sophistication and professionalism that when matched with your individual tastes and desires will ensure your event is uniquely individual.

ESTD —— 2011

INSPIRED EVENTS

catering + production

Inspire together

INSPIRED EVENTS