

THE WADSWORTH MANSION

Frequently Asked Questions

Revised December 2018

My Dinner Service & Dessert

Do you accommodate guests with allergies?

Connecticut Wedding Group makes every effort to accommodate guests with allergies. Because of the handcrafted nature of our cuisine, the methods our culinary team uses in our kitchen during food preparation, and our reliance on our food suppliers, ***we cannot guarantee than any menu item is 100% allergen free. All common allergens are present and processed in our kitchens.***

Do you accommodate guests with special dietary needs?

Connecticut Wedding Group makes every effort to accommodate guests with special dietary needs. If, in accommodating a special dietary request, Connecticut Wedding Group must source special ingredients from an outside vendor, additional fees may apply.

Children's Meals?

Your Signature Wedding Package includes up to ten (10) children's meals for children ages ten (10) and under. These meals are free, but do not count towards the minimum guest requirement for your event. If you require additional children meals, they are available at a cost of \$50++ per meal. A sample children's meal would include chicken tenders with French fries and fresh fruit. Children will be charged for enhancements; including Pre-Ceremony, Cocktail Hour, Dessert, Late Night Snack, and Favors.

What about minors?

Children over the age of ten (10) but under the legal drinking age of twenty-one (21) are considered minors. Minors are charged full package price for food, service and enhancements, less a discount for alcoholic beverages.

Extra Food/Leftovers?

Guests can ask a staff member for a container to take leftover food from their plated meal home. If a guest does not show up, and your wedding coordinator is notified prior to dinner service, the main entrée course can be packaged to be brought home. No other leftovers will be permitted to leave the premises.

Do I have to feed my Creative Partners (vendors)?

Your entertainer, photographer, videographer, etc., are considered a "creative partner" and it is customary to purchase a meal for your vendors. Creative partner meals are available at a discounted cost of \$75++ per meal.

When do I choose my menu?

Detail & Menu Planning Appointments are usually scheduled about 6 months before your event and are usually scheduled during business hours Monday-Friday. Some evening and weekend appointments are also available but are limited during wedding season. The CWG planning team will be in contact to schedule your Detail & Menu Planning Appointment.

Do I need to add meal choices on my RSVP cards?

Yes. Connecticut Wedding Group does require an accurate meal choice count for your wedding if you choose a sit-down dinner. An estimated meal choice count is due two weeks before your wedding. A final meal choice count is due the Monday right before your wedding. AllSeated will help you keep track of meal choices as your RSVP's come in, and it will also help you count meal choices. Please let your planning team know if you have additional questions.

Will there be a menu tasting?

Connecticut Wedding Group does offer an opportunity to try our cuisine prior to your wedding.

Can I bring in my own cake or dessert?

Yes, you can bring in your own dessert. If you choose to bring in your own dessert or use an outside vendor, a \$2.95++ per guest handling fee will apply to service your dessert. The handling fee will be waived for any dessert purchased through CT Wedding Group.

My Financials

Minimum Guest Requirement:

Your minimum guest requirement is established during the booking process and can be referenced on your signed contract. Children and Vendors do not count towards the minimum guest requirement, but Minors do count towards the minimum guest requirement.

How do I make my final payment and when is it due?

Your final payment will be due in full by certified bank check at your final appointment. Certified bank checks are made payable to "Connecticut Wedding Group". Please note: Credit cards and personal checks are not accepted for the final payment.

Is the Administrative Service Charge a Gratuity?

Our administrative service charge is not a gratuity. The fee is used by the company to help pay for the services you will receive from us throughout the planning process and on your wedding day. This fee is taxable under Connecticut Law.

What about Tipping?

Our Administrative Service Charge pays for all of the services that you will receive from our staff, both while planning and on your wedding day. Gratuities are not expected or required. If you would like to provide a tip for your wedding coordinator and/or the staff at your wedding, please present the monies in clearly labeled envelopes; i.e.. "Wedding Coordinator" or "Event Staff".

Can I use my credit card?

Connecticut Wedding Group accepts Visa, MasterCard, American Express, and Discover cards. You may use a credit card to pay for your 1st, 2nd, 3rd, and 4th deposit payments only. Credit card payments will not be accepted for any additional payments or within 90 days of your event and credit cards may not be used for your final payment. Final payments must be made with a certified bank check payable to CT Wedding Group. Credit card payments are subject to our credit card policy and a convenience fee may apply.

My Timeline

Can I make any changes to my wedding details?

Menu and décor choices are usually made at your menu planning and details appointment which is about 6 months before your wedding. An email with your menu and décor choices will be sent out three weeks before your wedding for your confirmation. Any changes to your details after this point are subject to availability, and you will be billed for any cancellations of enhancements.

When is my final count due?

Your Final Count and Final Meal Breakdown are due on the Monday morning right before your wedding, at no later than 10:00 a.m. Final Invoices are e-mailed to you by Monday afternoon. We will also ask that you provide us with an estimated count and meal breakdown two weeks before your event.

When is my final appointment?

Final appointments are scheduled the Thursday before your wedding between 9:00 a.m. – 5:30 p.m. You may be asked to be flexible with the scheduling of your final appointment day/time in order to have your appointment with your wedding coordinator. Along with your final payment, your seating chart and, non-perishable items in pre-assembled, table ready condition are also due at your final appointment. Final appointments will be scheduled at your Details & Menu Planning Meeting.