

Experience the *Romer's* difference!



Romerscatering.com

Romer's Catering

Event Planning Guide





Thank You

To our wonderful clients, thank you for choosing Romer's Catering. We appreciate your trust to host your reception and are honored to be a part of your special day. Our goal is to make your day memorable and leave a lasting impression that you won't soon forget.

Romer's Catering is committed to providing top-notch service throughout the entire process of planning your wedding. As we begin, please use this event planning guide as a resource to help make your event a dream come true.

Thanks again, and we look forward to working with you to make your upcoming event an unforgettable experience!



The Inn at Romer's

The Inn at Romers- St. Henry is a 25 room boutique hotel located adjacent to Romer's Catering St. Henry Ballroom and Party Room. Enjoy our relaxing patio or balcony, or go for a walk in the park located across the street. Local restaurants are within walking distance of the hotel, with more restaurants just a short distance away.

Each room is equipped with: a 65" Smart TV, Mini Refrigerator, Microwave, and Keurig.



Single Queen Suite

Double Queen Room



(couch has a pull-out bed)



419.678.8645

321 S. Eastern Ave
St. Henry, OH 45883

Email: inn@romerscatering.com



Romer's Westlake Hotel Villas are a great place to house your guests. The villas are located right off Grandlake St. Marys, offering various entertainment and restaurants. Local restaurants and stores are minutes away for your traveling convenience. Boat docks and access ramps are available as well.

Each room includes a family room, fully furnished kitchen, two bedrooms (sleeps up to 6), and a washer and dryer. Hotel villa guests have access to free wireless internet, an outdoor swimming pool, and a play area.



*Celebrating 50
years in business!*

Services & Amenities

Full service off-site catering | Delivery | No-risk BBQ fundraisers

- On-Site Coordinator
- Complimentary decor and setup consultation
 - Available DJ service
 - Special dietary requests
- In-house ceremony set up and chair removal
- Unlimited access to coordinator for event
 - Reception set up and tear down

Venues

Romers- St. Henry
419.678.8482

Romers- Celina
419.584.0606

Romers- Greenville
937.548.2202

Romers- Piqua
419.852.1612

Romers- Westlake Lodge
419.584.1444

Lodging

Inn at Romers- St. Henry
419.678.8645

Westlake Villas- Celina
419.584.1444

419.584.1444

1100 S. Main St.
Celina, OH 45822

Email: villas@romerscatering.com



Wedding Decoration Packages

Package A

- Backdrop with lighting
- Lights for wedding table & cake table
- Votive candles for wedding table
- Chair sashes for wedding & family tables (36 max)
- Charger plates for wedding table
- Linen napkins for all guests

\$350



Package B

- Package A
- Bistro table clothes
- Chair Sashes for all guests
- Sheer ceiling panels with lighting
- Choice of centerpiece with mirror OR 3 votive candles

Guest Count	Price
99 or less	\$600
100-150	\$700
151-200	\$825
201-300	\$975
301-400	\$1,075
401 & up	\$1,175

Ceiling

Included in Package B or \$25.00 per panel



Table Runners - \$2.00 each

Available in: Baby Blue, Black, Eggplant, Light Green, Lilac, Mauve, Red, Royal Blue



Our Story

Romer’s Catering is a family owned business that began 50 years ago with a grocery store in Burkettsville. After a number of years of operation, we began a catering service out of that store. We then had to expand the business to keep up with the catering demand, it continued to grow and in 1996 we opened our first special event venue in St. Henry.

In 2000, we expanded once again and moved into the Galleria in Celina. After a few years at the Galleria, we constructed a new venue at Westlake Village, on the south edge of Celina. In 2005, we purchased a third Ballroom location in Greenville. So that makes three lovely banquet and reception venues. But that is not where the story ends.

To complete our full service hospitality--In 2009, our family venture expanded once again and we purchased Westlake Hotel Villas that were adjacent to our Celina venue. With the acquisition of the villas, we are able to ensure the satisfaction of guests after an event and provide all visitors with the comforts of “a home away from home.”

In March of 2017 we took over management at A Learning Place in Piqua. We updated the Ballroom to include a large dance floor, carpet, chic chandeliers and added a bar. We are excited to be a growing part of the Piqua community at Romer’s Catering in Piqua!

And we continue to grow... Romer’s had always thought a hotel in St. Henry would be a huge asset to the community, but it became very apparent how wonderful it would be for their clients after seeing how much their Celina wedding guests appreciated the on-site villa accommodations. After years of research and planning, in August of 2019, Romer’s broke ground on a cute 25 room boutique hotel that could accommodate up to 100 guests. The Inn at Romer’s opened in June of 2020 and has been VERY well received by their guests and surrounding communities.

Romer’s Catering is a full-service operation that takes the stress out of the equation for the client. Our venue services include wonderful event planners, delicious food, experienced bar service, decorating packages, DJ service, shuttle bus service, and hotel accommodations. We are also known for our BBQ chicken, pork chops, & ribs that have assisted in making many successful fund raisers for area organizations and community picnics. Off-premise catering is also a huge part of our business and we are now “Preferred Caterers” in venues in Winchester, Indiana, Piqua, Sidney, Wapakoneta, and Lima. We now serve all of Northwestern Ohio and Eastern Indiana.

The mission of Romer’s Catering is to ensure our culture creates service and experiences exceeding the expectations of our clients, employees, and communities.

Experience the Romer’s difference

Romer's

Catering & Entertainment Facilities

ROMER'S DJ



State of the art equipment, professional DJ's,
and an unparalleled level of service...we're the
perfect choice for your special event!!

Package Includes:

- Bridal Party Introductions
- Large Music Library including Square Dances
- Music Tailored To Your Dinner and Dancing Needs
- Immediate Online Accessibility for Song Requests of any Genre

\$950 for your entire reception!

(\$100 additional for ceremony with booked reception)

Celina	Greenville	St. Henry	Piqua
419.586.0606	937.548.2202	419.678.8482	419.852.1612

Linen Napkins

Table Clothes



Available in Ivory, White, Black, and Gray



Lilac



Mauve



Tan



Brown



Gray



Eggplant



Burgundy



Hunter Green



Pink



Black



Baby Blue



Red



White



Ivory



Sage



Navy

Backdrops

Included with decorating package A & B or **\$150** if rented alone
Sheer Colors: Black, Gold, Ivory, Tan, Silver, and White



White Arch - \$25



Hexagon - \$150



Stretch Curtain - \$50



White Rose Wall - \$200
8'x 8'



Ceremony

\$300 at any Romer's Venue



Patio Wedding

Celina & Piqua Venue



St. Henry Gazebo & Ampitheater

Contact the village office for more information- 419.678.4030



Equipment Rental



Cupcake Stand
\$25.00



Chocolate Fountain
\$100



White Folding Chairs
\$1.50 per chair



Champagne Fountain
\$40.00



Uplighting
\$10.00

Rental items not pictured

Single vase with candle (shapes/sizes available).....	\$4.00 each
Bistro Table Clothes.....	\$10.00 each
Single votive cup/candle.....	\$1.00 each
Manican.....	\$25.00
Lights (Icicle, regular, or rope).....	\$10.00
Screen or TV.....	\$25.00
Audio/video package.....	\$75.00
Table Skirting.....	\$1.00/ft
Card Box.....	FREE
Easel.....	FREE

Centerpieces

Included with decorating package B or \$4 if rented alone



Trumpet



Cylinder with Lip



Calla Lily



Hurricane



Cylinders



Goblet



Inverted Cylinder



Ball Jar



Eiffel Tower



Garden Dish



Wood Chunk



Fish Bowl

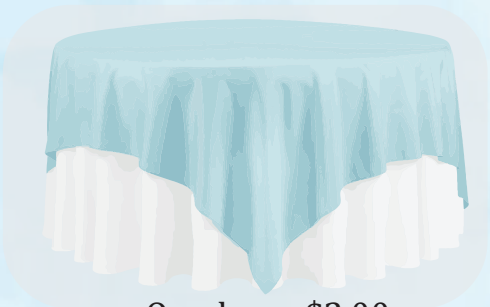
Additional Decor Rental



Mirrors- \$1.00
12x12



Charger Plates - \$1.00
Available in Red, Gold,
Silver, and Rose Gold



Overlays - \$2.00
Available in Brown, Gold,
Kelly Green, and Baby Blue

Wedding Planning Timeline

6-12 Months

- ☐ Mail out Save-the-Dates
- ☐ Decide Budget; discuss sharing of expenses
- ☐ Decide type of wedding (Formal, Semi-formal, Informal)
- ☐ Choose location of ceremony
- ☐ Discuss alternative dates with clergy or officiator
- ☐ Decide size of wedding party, choose attendants
- ☐ Buy wedding gown
- ☐ Choose reception facility
- ☐ Select caterer / wedding consultant
- ☐ Select photographer
- ☐ Have engagement photos taken
- ☐ Select music for reception (DJ or Band)
- ☐ Select Videographer
- ☐ Select Florist
- ☐ Compile families' invitation list
- ☐ Discuss gown colors and styles with bridesmaids and mothers of the bride and groom

4-6 Months

- ☐ Select groom/groomsmen attire and order
- ☐ Select ceremony musicians and music
- ☐ Make honeymoon plans
- ☐ Decide on living arrangements; buying, leasing, renting
- ☐ Register gift preferences for bridal registry
- ☐ Order invitations, programs, napkins, etc
- ☐ Set aside hotel rooms for out of town guests
- ☐ Buy wedding rings, order engraving
- ☐ Reserve wedding transportation (ceremony to hall)
- ☐ Reserve appointment for hair and make up

2-4 Months

- ☐ Reserve rental items; arches, canopy, linen
- ☐ Arrange rehearsal dinner
- ☐ Shop for trousseau and apparel for honeymoon
- ☐ Address wedding invitations
- ☐ Review floral arrangements; finalize order
- ☐ Buy attendants gifts and your gifts for each other
- ☐ Experiment with hairstyles and makeup
- ☐ Buy bride's and attendants' shoes
- ☐ Order wedding cake

1-2 Months

- ☐ Mail invitations 6 weeks before wedding
- ☐ Call contracted services to confirm arrangements
- ☐ Final bridal fitting
- ☐ Final attendants fitting
- ☐ Confirm honeymoon arrangements; start packing
- ☐ Select reception decorations; balloons, candles, flowers, guest favors
- ☐ Select ceremony accessories; unity candle, ring pillow, guestbook
- ☐ Select personal accessories; handbag, garter, guest mementos
- ☐ Arrange bridesmaid's brunch or luncheon
- ☐ Buy marriage license; have blood test if needed

2 Weeks

- ☐ Schedule appointments for hair, make up, massage, manicure
- ☐ Invite wedding party and guests to rehearsal dinner
- ☐ Review reception seating and order place cards
- ☐ Confirm out-of-town guests lodging with reserved hotels
- ☐ Confirm wedding party transportation and arrival
- ☐ Record gifts as you receive them; write thank yous
- ☐ Arrange for gown cleaning and bouquet preservation after wedding

1-2 Weeks

- ☐ Pick up wedding rings, check engravings/sizes
- ☐ Final consultations- florists, musicians, photographer, venue
- ☐ Give final guest count to reception facility/caterer
- ☐ Remind men to pick up formal wear and shoes; make sure it fits
- ☐ Make a wedding day schedule and give to everyone at rehearsal dinner
- ☐ Relax the day before; keep personal appointments, finish packing for honeymoon

Romer's Catering Wedding Worksheet

Name of Bride and Groom: _____

Address: _____

Event Date: _____ Ceremony Time + Place _____ Guest Time Arrival: _____

DJ/Band: _____ Set-up time: _____

(If Romer's please complete the DJ worksheet)

Florist/Decorator: _____ Set up time: _____ Table Overlays: YES NO

Cake/Baker: _____ Set up time: _____ Cake Knife: Romers Personal

Will there be any sheet cakes YES NO Save the top cake layer YES NO

Cake Flavors: _____

Number of people (including the bride and groom) at the head table: _____

Number of family tables _____ Number of people at each family table _____

Coffee Cups: YES NO Champagne Toast: Wedding Table Family Table All Guests

Champagne Selection: _____ Champagne Glass: Romers Personal

Meal Time: _____ Choice of Menu: Traditional Deluxe Plated

Two Entrees: _____

Choice of Potato: _____

Choice of Vegetable: _____

Choice of Side Dish: _____

Choice of Salad: _____

Hors D'oeuvres Selection: _____

What type of bar will you be providing for your guests: Open Cash Open/Cash Combo