



Email: Admin@CarriageInnDining.com
Phone: 401.294.0466 or 401.304.7892

Banquet Frequently Asked Questions

Room Fees:

Parties of less than 40 are subject to a Room Fee

Bar/Bartender Fees:

- Parties of 40 or more automatically are staffed with a bartender.
- Parties of less than 40 who would like to have a bartender in the room are subject to a bartender fee
- We provide a full bar except for drafts and blended beverages. Wines, Beers, Liquors. If there is any special request, please let the Banquet Manager know as soon as possible

Open Bar vs. Cash Bar:

- Unless otherwise stated, the bar will be a Cash Bar (Guest's responsible for individual tabs)
- Other Options for Bar:
 - Full Open Bar
 - Beer & Wine Only Open Bar
 - First Drink on the Host (Host provides a token/chip of some form to indicate that the guests' first drink is to be put onto the Host's Bar Tab)

Linens:

- We provide linens at \$2.50 per person
 - Your choice of White or Ivory Tablecloths and 1-2 Linen Napkin Colors
- Linen Tablecloth & Paper Napkins are \$1.50 per person
- Host to Provide their own linens: No Charge

Tables/Capacity:

- Depending on the type of event you are hosting, our room can fit up to 110 people. We provide 60” Round Tables that can comfortably fit 6-8 chairs and up to 10 chairs around.
 - For Example: A Bridal/Baby Shower with a buffet table, gift table, coffee/tea table, photobooth and mimosa bar seats 60-70 people with complete comfort

Vendors/Music:

- Please bring a Bluetooth speaker (Alexa, JBL, Bose, iHome) and connect to our free Wi-Fi for music
- DJ's, Photographers, Florists, Bakeries, etc are all encouraged! If any of your vendors need access to the room prior to the event, please have them contact the Banquet Manager
- Vendor Meals: If any of your vendors are present during the time of your event or if you're planning on feeding them, we can add a "Vendor Meal" at half cost of the buffet price.

Decorations:

- You are allowed in up to two hours before your event to decorate
- We absolutely do NOT allow Confetti – of any kind, including inside of balloons – any confetti will result in a clean up fee billed to the host
- Any wood wall (3 of 4 of the walls) can be taped, thumbtacked, etc.
- Please refrain from adhering or hanging anything on the curtain covering the projector screen
- If you have any questions about décor while shopping, please text the Banquet Manager

Add Ons/Extras:

- Dance Floor – Rental of our Dance Floor is a \$300 Charge
- Projector Screen – Use of our Projector & Large Projector Screen is a \$100 Charge
- Outdoor Patio – Weather permitted; you'll have access to our outdoor patio. This is where we hold our On-Site Wedding Ceremonies! Feel free to bring your Corn Hole or other Lawn Games!

Please let me know if you have any other questions!

I'm looking forward to working with in making your event special!

Carissa Johnson - Banquet & Events Manager

401-304-7892 (cell)

401-294-0466 ext. 4 (office)

Admin@CarriageInnDining.com

Office Hours:

Monday and Wednesday - Friday 11am-4pm

Closed on Tuesdays