



Thank you for considering Marché for your upcoming event!

Marché is located in the French Market of New Orleans and has sweeping views of both the majestic Mississippi River, the charming French Quarter, and the downtown New Orleans skyline. The building is part of a collection of historically significant buildings that make up the area known as the French Market and dates back to the 1850's. The collection of buildings was formally known as the Butcher's Market and is now home to the famous Café Du Monde, the Bazaar Market, which is now the flea market, and the Cuisine Market which is the new home to Marché. All of the building run alongside Dutch Alley and showcase the charming architecture and historical significance of New Orleans.

Careful restoration was executed at Marché to bring out all of the old French Quarter charms for which the Vieux Carre is known. Hand applied old world venetian plaster was added to the venue, and once closed, and unused balconies were restored to offer all guests dramatic views of both the French Quarter and the riverfront.

Marché can accommodate reception style groups up to 300, as well as groups up to 180 for seated dinners, using both the Ballroom and the Terrace room. The Ballroom can hold a maximum of 120 guests for a seated dinner, and the Terrace room can hold a maximum of 50 guests for a seated dinner. Marché proudly offers an experienced sales staff that can cater to all of your needs to make your event a memorable success.

Marché may also be combined with the historic Dutch Alley below for cocktail receptions or to accommodate larger groups. All Dutch Alley Rentals are considered on a case by case basis.

A variety of table sizes, chiavari chairs, and ivory linens are always included with our venue. Our staff will ensure your event is customized to meet your needs and expectations – from creating a custom menu to event enhancements such as décor, beads or live entertainment – we are here to ensure the planning process is easy and seamless for our clients.

### **Event Styles**

**Reception Style Events** – traditional New Orleans reception style with food stations and limited seating. A unique and fun way to encourage your guests to mingle. Includes a variety of table sizes, chiavari chairs, and ivory linen.

**Buffet Dinners** – traditional buffet dinner with seating for all guests, includes 60" round tables, chiavari chairs, and ivory linen.

**Full Service Seated Dinners** – includes 60" round tables, chiavari chairs, and ivory linen.

## **Menus**

We invite you to take advantage of the combined years of experience of both our sales team and chefs and review the suggested menus that were carefully designed to enhance your wedding experience. Customization of the menus available upon request.

## **Venue Minimums and Rental Fees**

### **Rental Fee**

Ranges between \$1500-\$3000++ depending on the date. The rental fee does not count towards the food and beverage minimum. Additional rental fee of \$500 if event extends past 3 hours.

### **Food and Beverage Minimums \*\*\***

**Saturday** - \$16,000-\$19,000++ Food and Beverage Minimum

**Friday** - \$16,000++ Food and Beverage Minimum

**Thursday** - \$10000++ Food and Beverage Minimum

**Sunday-Wednesday** - \$7500++ Food and Beverage Minimum

*\*\*\* F&B Minimums may be higher during certain events or conventions. Please inquire for exact pricing.*

## **General Booking and Contracting**

- Food and beverage minimums are required.
- Lowest level food and bar package pricing is required per person for booking. All packages may be customized.
- Menu prices are subject to change until contracted.
- Menu selections are due 30 days prior to your event.
- Minimum guaranteed guest count is due (7) business days prior to your event.
- Creole Cuisine requires a 25% deposit and signed contract within two working weeks of your request. The remaining balance will be split into payments with the final balance due (7) working days prior to the event. The complete payment schedule will be listed on the contract. Overages (additional guests, beads, event extension, etc.) payable the evening of the event.
- Space only held upon request. Holds will be released if a contract is not requested within 14 days. Should another client holding second option request a contract for that date, the first option hold will be notified to confirm or release by signed contract and 50% deposit within 48 hours. If not received, space is released to second option hold.
- Once contracted and signed by client, the minimum food and beverage must be adhered to, therefore recommend contracting a realistic number of guests. We can always raise the guest count when guarantee (7 business days) is due providing it doesn't exceed the maximum space capacity.
- There is a facility rental fee of \$2500 (plus tax) and Food and beverage minimums (which are exclusive of tax and 22% service charge) that vary depending on the day. Should you not meet the food and beverage minimum, we can upgrade your cocktail package, menu or add an additional hour to the open bar or you can choose to pay the difference as a fee.

## **Décor and Vendor Information**

- All décor must be brought in by a licensed and approved vendor.
  - Exceptions to this rule are limited to the following
    - Clients may provide guest book, pens, champagne flutes, cake knife set, card box and a few photos or small personal items to be placed by Marché staff.
    - Premade, unwrapped single centerpieces per table. No centerpieces are to be made on-site unless by a licensed professional.
    - All other décor is subject to Marché management approval and a set-up fee may be charged.
    - All items must be loaded out immediately following the conclusion of the event unless given written management approval. Including all gifts, decorations and personal items.
    - Marche is not responsible for any items left behind or to be picked up at a later time.
    - No glitter, confetti or sparklers allowed.
- Event load-in may begin three hours prior to the contracted start time. Exceptions may be made on a case by case basis with written management approval.
- All vendors must coordinate load-in and load-out with Marché Management
- Any tables or chairs required outside of the amount provided by Marché for custom configurations, will require an additional rental charge.
- LED/Flameless candles only.