

The Riviera Ballroom



The Riviera Ballroom

Congratulations on your engagement, and thank you for your interest in The Riviera Ballroom to host your special day! Located on the beautiful shores of Geneva Lake, this historic venue in the heart of Lake Geneva, Wisconsin offers a unique experience blending elegance and one-of-a-kind lake views with nostalgic prestige and tradition. This lakefront gem is surrounded by water on three sides and features over 20-foot-high ceilings, large windows overlooking the beautiful Riviera Beach, and a veranda set above the distinctive Lake Geneva Cruise Line docks and charter boats.

Create a truly customized wedding that reflects you as a couple with the caterer and vendors of your choice from our carefully selected Preferred Vendor List. Allow our Director of Events to walk you through the Riviera planning process and be available to answer questions and provide guidance along the way. If looking for the true Lake Geneva wedding experience, look no further as The Riviera Ballroom delivers lakeside charm, simple elegance and the finest talent at the most desirable location in the Lake Geneva region.



Timeless Tradition

Lakeside Charm

Simple Elegance

The True Lake Geneva Wedding Experience

Pricing Information

Riviera Rental Rates

Full-time City of Lake Geneva Resident*

This rate applies to the bride, groom or parents of the bride or groom and event must be for immediate family (parent or child) of resident.

Saturday	\$2,750
Friday	\$2,350
Sunday	\$2,250
Mon-Thurs	\$1,000

Resident Off-Peak (December 1—April 30)

Saturday	\$2,350	Friday	\$1,900
Sunday	\$1,500	Mon-Thurs	\$1,000

Non- Resident

Saturday	\$5,500
Friday	\$4,700
Sunday	\$4,500
Mon-Thurs	\$1,750

Non-Resident Off-peak (December 1— April 30)

Saturday	\$4,700	Friday	\$3,800
Sunday	\$3,000	Mon-Thurs	\$1,500

Holiday Surcharge: \$250.00

Military Discount: 15% discount applied if Bride or Groom is active or honorably discharged (Proof required)

Rental fee covers up to a maximum of 8 hours and is due 6 months prior to the event date.

****See Riviera Resident Rate Request for requirements and to submit for approval to obtain Resident Rates.***

Package Inclusions

The Riviera Rental Rates include:

- 60” round dining tables to accommodate 8-10 guests per table
- 8ft long banquet tables to accommodate 8 guests per table
- (1) 4ft Round Table— can be used as a Sweetheart or Cake table
- Additional 8’ banquet tables for welcome tables and buffets
- Chairs for up to 280 guests
- Set-up and tear-down of all tables and chairs
- 8 hours of event time
- ***The Riviera ballroom does not have high or low cocktail tables available for use.

Capacities, Deposits & Fees

Max capacity with rounds/No dance floor:

- **8 ppl per table: 264 / 10 ppl per table: 320**

Max capacity with rounds/Small dance floor:

- **8 ppl per table: 216 / 10 ppl per table: 270**

- A Security deposit of \$1,000, 50% of the Rental Fee and signed Lease Agreement are due to confirm your reservation on a definite basis.
- Set-up & Security: An hourly rate of \$20 for client set-up time and hourly rate of \$12.75 per Riviera security personnel will be deducted from the security deposit.

Please see Ballroom Rules & Procedures & the Riviera Wedding Lease Agreement for more information.



Food & Beverage

Our couples invest a lot in their special day, so it is very important to us that the caterer selected is trusted to deliver great service from the planning stages to the food quality, presentation, execution and clean up.

Our caterers know the ins and outs of our facility, are consistent, understand our policies and are trusted to take excellent care of our customers. ***For this reason and more, we do ask that our couples choose one of the caterers from our carefully selected vendor list for their event food needs.***

Our list of ten caterers offer a wide range of affordable options for every taste and budget. A number of the caterers offer an optional bar package with their services, making it even easier to plan your day with a single contact for food and beverage.

You can also opt to use a separate beverage service/ bartending company, in which case, we highly recommend sticking to our list. It is required that the company used is licensed with licensed bartenders and understands the *rules and procedures* of the Riviera Ballroom.

Ceremony

Many of our couples choose to get married on location, and there is no extra charge for hosting your ceremony at the Riviera. Ceremonies take place in the ballroom, and there is a short transition while the caterer shifts your tables and chairs into place for the reception.

To ensure a smooth transition, have your photographer take all guests out to the fountain for a large group photo while the staff is resetting the room. Or, take an hour long break for photos by the lake while your guests enjoy a refreshment at one of the restaurants across the street!



Riviera Wedding Checklist

1. Check availability & tour the venue
2. Review the Riviera Procedures/Rules, review and sign the Lease Agreement.
3. Submit the signed Lease Agreement, Security Deposit & 50% of the rental fee to the City of Lake Geneva.
4. Select your vendors.
5. 6 months prior to the wedding– Pay the remainder of the rental fee.
6. Submit your confirmed vendor list to The Riviera Director of Event Sales.
7. Four weeks prior to the wedding– Submit the following items to your Event Manager:
 - Completed Floor Plan & Set-up Questionnaire
 - Full Catering Agreement & Bartender licenses
 - Day-of Wedding Timeline to include set-up and tear-down
 - Day-of Vendor Contact List
8. Relax & enjoy your special day!



Riviera Vendor List

Caterers

The Caterer is to be chosen from The Riviera Vendor List for all events.

Celebration on Wells

Lake Geneva, WI

(262) 248-2555

Celebrationonwells@gmail.com

Lake Life Catering

Lake Geneva, WI

(262) 248-5644

cm@glcl.net

Gino's East

Lake Geneva, WI

(262) 248-2525

jhursey@ginoseastlakegeneva.com

Simple Food Group

Lake Geneva, WI

(262) 717-5863

Events@simplefoodgroup.com

Bubbs BBQ/All Occasions

Big Bend, WI

(262) 662-4201

Info@bubbs.com

Gooseberries

Burlington, WI

(262) 763-5070

courtyardcatering@spiegelhoffs.com

Stowell's Catering Service

Burlington, WI

(262) 763-8316

Brenda@stowellscatering.com

Chef Jack's Catering

Waukesha, WI

(262) 549-5558

info@chefjacks.com

Geneva Lakes Catering

Lake Geneva, WI

(262) 662-420

madkins@ridgelakegeneva.com

Zilli Hospitality Group

Waukesha, WI

(262) 547-9447

paulag@zillihospitalitygroup.com



Beverage Services/Bartending

**A licensed bartending company is required to service all events with alcohol.*

Drink Inc.

Burlington, WI

(262) 758-8548

drinkincllc@gmail.com

Mix Masters

Lake Geneva, WI

(262) 617-9380

mxmaster@genevaonline.com

Bottom's Up Bartending

Greendale, WI

(414) 698-9267

bottomsupwi@gmail.com

Brunos Beverage Catering

Lake Geneva, WI

(262) 248-6407

brunosliquors@hotmail.com

Rental, Linen & Décor Companies

Step it Up Rental

(Chairs, tables, tents)

Hebron, IL

(815) 790-6895

stepituprental@gmail.com

Dunn Lumbar/Just Ask Rental

(Tables, Garden Chairs)

Lake Geneva, WI

(262) 248-4459

Windy City Linens

(Specialty Linens)

(262) 949-1030

Kathy@windycitylinen.com

Lake Geneva Party Rental

(Ceiling draping, décor)

Lake Geneva, WI

(262) 812-0005

info@lakegenevapartyrental.com

Forever Birdy

(Styled lounges, Vintage Rentals)

Lake Geneva, WI

(815) 575-0203



Our Favorite Professionals

Florists

Lilypots

Lake Geneva, WI

(262) 248-4200

lilypots@att.net

Tommi's Garden Blooms

Lake Geneva, WI

(262) 729-4162

tommisgardenblossoms@gmail.com

Treasure Hut Flowers

Delavan, WI

(262) 728-2020

www.treasurehutflorist.com

Pesche's Greenhouse

Lake Geneva, WI

(262) 245-6125

www.peschesgreenhouse.com

Bakeries

Julie Michelle Cakes

Harvard, IL

(312) 800-3101

info@juliemichellectakes.com

Bittner's Bakery

Lake Geneva, WI

(262) 248-2330

info@bittnersbakery.com

Stinebrinks Piggly Wiggly

Lake Geneva, WI

(262) 248-8798

Gooseberries Cake Shop

Burlington, WI

(262) 763-5955

Photographers

Matt Mason Photography

Lake Geneva, WI

(262) 745-4000

matt@mattmasonphotography.com

Kristina Lorraine

Fontana, WI

(219) 406-5152

info@kristinalorraine.com

Ideal Impressions

Lake Geneva, WI

(262) 903-1887

ryan@idealimpressionsphotography.com



Our Favorite Professionals

Entertainment

A Personal Touch DJ

Oak Creek, WI

(262) 510-5061

apersonaltouchdj@hotmail.com

Bluewater Kings Band

Chicago, IL

(312) 731-2034

molly@bluewaterkingsband.com

Sound by Design

Shorewood WI

(262) 968-9586

hello@soundbydesign.co

DJ Felix Entertainment

Lake Geneva, WI

(262) 749-4367

www.djfelixentertainment.com

Hair & Makeup

Clear Waters Salon & Spa

Lake Geneva, WI

(262) 248-2444

Jasmine Salon & Spa

Lake Geneva, WI

(262) 249-9800

info@jasminesalonspa.com

Beauty by Ruby

Elkhorn, WI

Jen Anderson

(262) 749-0256

Planners/Day-of Coordination & Officiants

Graceful Events

Lake Geneva, WI

(262) 215-8835

www.gracefulevents.net

Jaffew83@gmail.com

Something Blue Lake Geneva

(262) 745-1677

www.somethingbluelakegeneva.com

info@somethingbluelakegeneva.com

My Best Ceremony

Rev. Marcia Boyer

(262) 725-3483

info@mybestceremony.com

Judge Henry Sibbing

(262) 248-4651

lgcourt@genevaonline.com

Lake Geneva Rehearsal Dinner Venues

Lake Geneva Cruise Lines

Sopra

Simple Cafe

The Hunt Club

Celebrations on Wells

Lake City Social/The Cove of
Lake Geneva

Maxwell Mansion

Hawk's View Golf Club

Pier 292

Tuscan Tavern & Grill

Grand Geneva Chophouse

Gino's East Pizzeria

Ristorante Brissago

Medusa

Bella Vista Suites

Harbor Shores on Lake Geneva

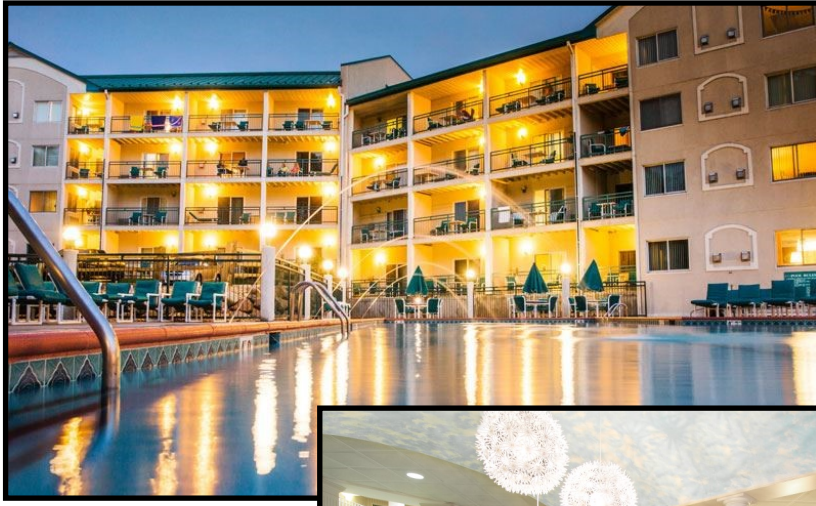
Oakfire

The Ridge Hotel

The Abbey Resort

Chuck's Lakeshore Inn

City of Lake Geneva Accommodations



INNS & BED & BREAKFASTS

Boutique Inn
Center Street Loft
Downtown Geneva St. Getaway
The Downtowner
Endless Summer Nites
Geneva Wells Motel
Humble BnB
Lake Geneva Motel
Lizzie's Lodgings

Lost Oak BnB
Maple Park Manor
The Nautical Inn
Ole Bistro Inn
Pine Tree Motel
Seven Oaks Lake Geneva
South Shore House
T.C. Smith Historic Inn

Bella Vista Suites
335 Wrigley Drive
(262) 248-2100
kyle@bellavistasuites.com

The Baker House
327 Wrigley Drive
(262) 248-4700

Harbor Shores
300 Wrigley Drive
(262) 248-9181
sales@harborshoreslg.com

Maxwell Mansion
314 S. Wells St.
(262) 248-9711
Kaitlyn@historic-hospitality.com

The Cove of Lake Geneva
111 Center Street
(262) 249-9460
sales@coveoflakegeneva.com

Comfort Inn & Suites
300 East Main Street
(262) 248-2300
eschmitt@lakegenevacomfortsuites.com

Fairfield Inn by Marriott
1111 N. Edwards Blvd.
(262) 348-9000
jgaulke@fhginc.com

Mill Creek Hotel
123 Center Street
(262) 248-6647
info@millcreekhotel.com

For more vacation rental options in the City of Lake Geneva, please visit AirBnB.com and VRBO.com