The Riviera Ballroom

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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.

****The Resident Rate Request Form** must be submitted with the Lease Agreement and approved in order to obtain the City of Lake Geneva 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 & 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

Please note The Riviera does not provide on-site Food and Beverage, so our couples work directly with outside caterers for their F&B needs.

We understand that 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.

We developed a list of caterers that 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 company, in which case, we highly recommend sticking to our list. It is required that the company uses Wisconsin- 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. Four weeks prior to the wedding– Submit the following items to your Event Manager:
    - Completed Floor Plan & Final Detail Packet
    - Full Catering Agreement & Bartender licenses
    - Day-of Wedding Timeline to include set-up and tear-down times
    - 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

Gino's East
Lake Geneva, WI
(262) 248-2525
jhursey@ginoseastlakegeneva.com

Bubbs BBQ/All Occasions
Big Bend, WI
(262) 662-4201
Info@bubbs.com

Stowell's Catering Service
Burlington, WI
(262) 763-8316
Brenda@stowellscatering.com

Geneva Lakes Catering
Lake Geneva, WI
(262) 662-420
madkins@ridgelakegeneva.com

Lake Life Catering
Lake Geneva, WI
(262) 245-2100
Melissa.rios@gagemarine.com

Simple Food Group
Lake Geneva, WI
(262) 717-5863
Events@simplefoodgroup.com

Gooseberries
Burlington, WI
(262) 763-5070
courtyardcatering@spiegelhoffs.com

Chef Jack's Catering
Waukesha, WI
(262) 549-5558
info@chefjacks.com

Zilli Hospitality Group
Waukesha, WI
(262) 547-9447
paulag@zillihospitalitygroup.com

Beverage Services/Bartending

**A Wisconsin- 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

Professional Beverage Service

(847) 899-5594

probevservice@yahoo.com
Probeverageservice.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

Our Favorite Professionals

Florists

Lilypots
Lake Geneva, WI
(262) 248-4200
lilypots@att.net

Tommi's Garden Blooms
Lake Geneva, WI
(262) 729-4162
tommisgardenblooms@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@juliemichellecakes.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 & Design
Lake Geneva, WI
(262) 215-8835
www.gracefulevents.net
Jaffew83@gmail.com

Judge Henry Sibbing
(262) 248-4651
lgcourt@genevaonline.com

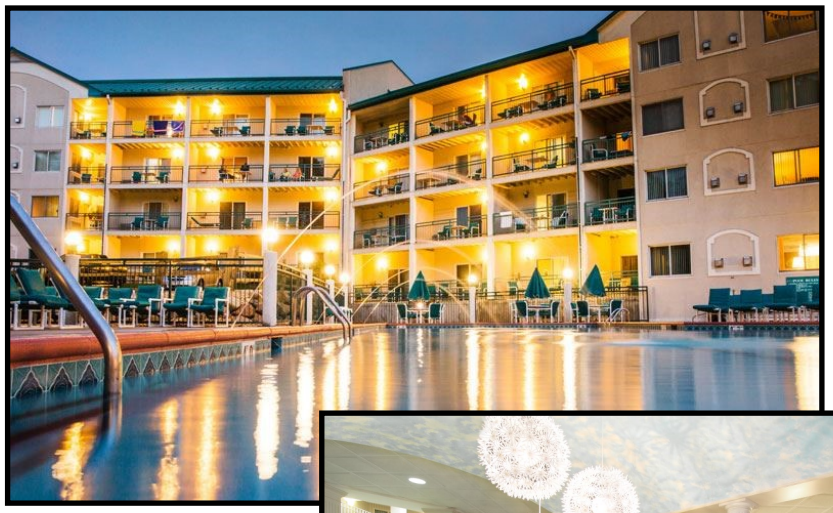
Something Blue Lake Geneva
(262) 745-1677
www.somethingbluelakegeneva.com
info@somethingbluelakegeneva.com

My Best Ceremony
Rev. Marcia Boyer
(262) 725-3483
info@mybestceremony.com

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



Endless Summer Nites

412 S. Wells St.

(262) 949-1641

Boutique Inn

493 S. Wrigley Dr.

(262) 248-8393

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

Bella Vista Suites

335 Wrigley Drive

(262) 248-2100

kyle@bellavistasuites.com

The Baker House

327 Wrigley Drrive

(262) 248-4700

Harbor Shores

300 Wrigley Drive

(262) 248-9181

Maxwell Mansion

314 S. Wells St.

(262) 248-9711

The Lake Geneva Motel

524 S. Wells St.

(262) 248-3464

www.lakegenevamotel.com

Seven Oaks Lake Geneva

682 S. Wells St.

(262) 248-4006

info@sevenoakslakegeneva.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

Geneva Wells Motel

1060 S. Wells St.

(262) 248-1809