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TRUMP INTERNATIONAL HOTEL & TOWER® CHICAGO

WEDDING EVENT PACKAGES





Welcome to Trump International Hotel & Tower Chicago

Trump International Hotel & Tower* Chicago promises to take your special day beyond your highest expectations. Poised along the Chicago River at the juncture of the Loop and North Michigan Avenue, this is downtown’s most enviable Chicago wedding venue for both intimate gatherings and elaborate, formal affairs. Pairing the largest guest rooms in the city with downtown Chicago wedding reception venues accented by breathtaking views, weddings at Trump Chicago are unrivaled.

Experience the height of elegance and sophistication with our exceptional event spaces, designed to create unforgettable moments. Easily accessible for guests staying in our luxurious suites, our venues also feature a private entrance for attendees not staying on-site. The opulent Grand Ballroom and Grand Salon, with breathtaking floor-to-ceiling windows, provide the perfect backdrop for any occasion. Each space highlights Chicago’s iconic architecture and stunning views of the lake, river, and city skyline.

Celebrate your special day as the Premiere Couple to grace our newly renovated Grand Ballroom. Adorned with Swarovski crystal chandeliers, plush carpets, and a refined palette of soft blues and neutral golds, the space exudes timeless elegance. Enhance your wedding experience with our exclusive Bridal Suite, complete with a dedicated personal butler, ensuring every detail is flawless.

Immerse yourself in unparalleled luxury and awe-inspiring views of the Chicago River and Lake Michigan, creating memories that will last a lifetime. Let our beautifully designed venues and world-class amenities bring your vision to life.



Soaring High Above the Chicago River

Trump International Hotel & Tower® Chicago showcases dramatic views of the iconic city, putting picturesque sights of the Wrigley Building Clock Tower, Chicago River, and Lake Michigan on display. Our hotel offers some of the city’s largest guestrooms and lavish venues with sleek furnishings, all punctuated with breathtaking cosmopolitan views. We have a venue to accommodate every occasion, ranging from the intimate to the extravagant, while our on-site wedding professionals will handle all of your wedding-planning needs, from décor and event coordination to arranging special bridal spa packages.

We understand that every wedding - no matter how large or small – is comprised of many details that our expert eyes will not overlook. Your dedicated wedding specialist is always on hand to anticipate your every need and exceed your expectation. Inquire about Chicago wedding packages or view our PartySlate page.

Additional Chicago wedding venue services and amenities to enjoy:

- A professional wedding specialist, who will work with you throughout the process, from planning through your actual wedding day
- Beautifully decorated Chicago wedding venues for both your ceremony and reception
- A personalized array of food and beverage
- 339 spacious and luxurious guest rooms, featuring sweeping views and deluxe amenities
- Full-Service Spa at Trump®, and other activities both in and near the hotel, for your guests’ enjoyment
- Great location, in Chicago’s fashionable River North neighborhood, easily accessible from both Midway and O’Hare and many other major attractions
- Special accommodation rates to welcome friends and family from out of town
- Valet parking for you and your guests

Wedding Planning Services

Whether you are planning a large traditional wedding reception or a more informal celebration, Trump Hotel Chicago offers a serene location overlooking Lake Michigan and Chicago River, all while in and a luxurious design to create an elegant atmosphere for all of your wedding festivities. The modern ambiance and courteous staff at Trump Hotel Chicago set the tone for a celebration that will make loving memories that will last a lifetime.

Trump Hotel Chicago's wedding team consists of dedicated and experienced catering professionals who will provide warm and intuitive service throughout the planning experience. Your designated point of contract will be assigned upon receipt of your signed agreement. They will work with you to coordinate ceremony set-up, food and beverage selections, and diagrams, and be the conduit between you and our preferred vendors. Your point of contact will provide you with a list of Trump Hotel Chicago's preferred partners to assist with the planning of your event's floral, décor, and music requirements. You are not required to use the listed vendors; however, we do require notice of your selected vendors prior to you contracting them.

Below is a list of our team's commitment to you during the planning process:

- Catering Budget Management: a catering budget is developed from the information you share in the initial contracting process
- Vendor Suggestions & Management: assistance with appropriate vendor selection and proper vendor management during your planning experience
- Production Management: our team will oversee the execution of installation, event management, and breakdown
- Entertainment & Talent Management: oversee the requirements for bands, musicians, entertainment, speakers, etc.
- Rooms & Hotel Management: assist with all accommodations, on-site transportation, and activities, etc. for your guest's attendees.
- Fare: assistance with menu and bar selections
- Please note that we are not the 'day of planner' and do require that all weddings have a 'day of wedding planner' to execute the event in conjunction with our banquet team.



5-Hour Strolling Packages

A strolling reception is a style of wedding reception where guests move freely throughout the venue, rather than being seated for a formal, plated meal. This type of reception often features food stations, passed hors d'oeuvres, and interactive dining experiences instead of a traditional sit-down dinner. There is no assigned seating, as guests are encouraged to mingle and move around, therefore it is relaxed and allows more time for dancing and conversation. This style of presentation is a great choice for couples who prefer a modern, fun, and less structured wedding celebration.



Reception Package #1

\$500/per person

- 6 passed hors d'oeuvres (3 hot / 3 cold)
- 2 Reception Displays (Cheese Board and Seafood Platter)
- 3 Dinner Stations, 3 Apps, 3 sides, non-alcoholic beverage
- Wedding cake (2 fillings / 2 flavors)
- 1 Late night snacks
- Premium Passed Wine service with dinner & upon arrival (2 red / 2 white)
- 2 craft cocktails upon arrival (his/her)
- Sparkling champagne toast
- 5-hour Trump Package open bar



Reception Package #2

\$450/per person

- 5 passed hors d'oeuvres (2 hot / 3 cold)
- 1 Reception Displays (Seafood Platter)
- 3 Dinner Stations, 2 Apps, 2 sides, non-alcoholic beverage
- Wedding cake (2 fillings)
- 1 Late night snack
- Luxury Passed Wine service with dinner & upon arrival (1 red / 1 white)
- 2 craft cocktails upon arrival (his/her)
- Sparkling champagne toast
- 5-hour deluxe open bar



Reception Package #3

\$400/per person

- 4 passed hors d'oeuvres (2 hot / 2 cold)
- 1 Reception Displays (Cheese Board)
- 2 Dinner Stations, 2 Apps, 2 sides, non-alcoholic beverage
- Wedding cake (1 filling)
- 1 Late night snack
- Standard Passed Wine service with dinner & upon arrival (1 red / 1 white)
- 1 craft cocktail upon arrival
- Sparkling champagne toast
- 5-hour deluxe open bar

5-Hour Traditional Packages

A traditional wedding reception is a style of wedding reception where guests are formally dining at a table based on a structured format that includes multiple courses. The presentation is offered with plated, buffet, or family-style presentation and includes a soup or salad, appetizer, main entrée, and dessert. There is assigned seating and guests are dining during a timeframe in order to consume all courses.

Reception Package #1

\$475/per person

- 6 passed hors d'oeuvres (3 hot / 3 cold)
- 2 Reception Displays (Cheese Board and Seafood Platter)
- 3 Course Dinner
 - Choice of 3 (App or Salad or Soup)
 - Choice of 3 entrees
 - Choice of 3 sides
 - non-alcoholic beverage (Coffee, Tea, Soda, Juice, Milk)
 - \$25++ for 4th course
- Wedding cake (2 fillings / 2 flavors)
- 1 Late night snacks
- Premium Passed Wine service with dinner & upon arrival (2 red / 2 white)
- 2 craft cocktails upon arrival (his/her)
- Sparkling champagne toast
- 5-hour Trump Package open bar

Reception Package #2

\$425/per person

- 5 passed hors d'oeuvres (2 hot / 3 cold)
- 1 Reception Displays (Seafood Platter)
- 3 Course Dinner
 - Choice of 2 (App or Salad or Soup)
 - Choice of 3 entrees
 - Choice of 3 sides
 - non-alcoholic beverage (Coffee, Tea, Soda, Juice, Milk)
 - \$25++ for 4th course
- Wedding cake (2 fillings)
- 1 Late night snack
- Luxury Passed Wine service with dinner & upon arrival (1 red / 1 white)
- 2 craft cocktails upon arrival (his/her)
- Sparkling champagne toast
- 5-hour deluxe open bar

Reception Package #3

\$375/per person

- 4 passed hors d'oeuvres (2 hot / 2 cold)
- 1 Reception Displays (Cheese Board)
- 3 Course Dinner
 - Choice of 2 (App or Salad or Soup)
 - Choice of 2 entrees
 - Choice of 2 sides
 - non-alcoholic beverage (Coffee, Tea, Soda, Juice, Milk)
 - \$25++ for 4th course
- Wedding cake (1 filling)
- 1 Late night snack
- Standard Passed Wine service with dinner & upon arrival (1 red / 1 white)
- 1 craft cocktail upon arrival
- Sparkling champagne toast
- 5-hour deluxe open bar

4-Hour Strolling Packages

A strolling reception is a style of wedding reception where guests move freely throughout the venue, rather than being seated for a formal, plated meal. This type of reception often features food stations, passed hors d'oeuvres, and interactive dining experiences instead of a traditional sit-down dinner. There is no assigned seating, as guests are encouraged to mingle and move around, therefore it is relaxed and allows more time for dancing and conversation. This style of presentation is a great choice for couples who prefer a modern, fun, and less structured wedding celebration.



Reception Package #1

\$475/per person

- 6 passed hors d'oeuvres (3 hot / 3 cold)
- 2 Reception Displays (Cheese Board and Seafood Platter)
- 3 Dinner Stations, 3 Apps, 3 sides, non-alcoholic beverage
- Wedding cake (2 fillings / 2 flavors)
- 1 Late night snacks
- Premium Passed Wine service with dinner & upon arrival (2 red / 2 white)
- 2 craft cocktails upon arrival (his/her)
- Sparkling champagne toast
- 4-hour Trump Package open bar

Reception Package #2

\$425/per person

- 5 passed hors d'oeuvres (2 hot / 3 cold)
- 1 Reception Displays (Seafood Platter)
- 3 Dinner Stations, 2 Apps, 2 sides, non-alcoholic beverage
- Wedding cake (2 fillings)
- 1 Late night snack
- Luxury Passed Wine service with dinner & upon arrival (1 red / 1 white)
- 2 craft cocktails upon arrival (his/her)
- Sparkling champagne toast
- 4-hour deluxe open bar

Reception Package #3

\$375/per person

- 4 passed hors d'oeuvres (2 hot / 2 cold)
- 1 Reception Displays (Cheese Board)
- 2 Dinner Stations, 2 Apps, 2 sides, non-alcoholic beverage
- Wedding cake (1 filling)
- 1 Late night snack
- Standard Passed Wine service with dinner & upon arrival (1 red / 1 white)
- 1 craft cocktail upon arrival
- Sparkling champagne toast
- 4-hour deluxe open bar

4-Hour Traditional Packages

A traditional wedding reception is a style of wedding reception where guests are formally dining at a table based on a structured format that includes multiple courses. The presentation is offered with plated, buffet, or family-style presentation and includes a soup or salad, appetizer, main entrée, and dessert. There is assigned seating and guests are dining during a timeframe in order to consume all courses.

Reception Package #1

\$450/per person

- 6 passed hors d'oeuvres (3 hot / 3 cold)
- 2 Reception Displays (Cheese Board and Seafood Platter)
- 3 Course Dinner
 - Choice of 3 (App or Salad or Soup)
 - Choice of 3 entrees
 - Choice of 3 sides
 - non-alcoholic beverage (Coffee, Tea, Soda, Juice, Milk)
 - \$25++ for 4th course
- Wedding cake (2 fillings / 2 flavors)
- 1 Late night snacks
- Premium Passed Wine service with dinner & upon arrival (2 red / 2 white)
- 2 craft cocktails upon arrival (his/her)
- Sparkling champagne toast
- 4-hour Trump Package open bar

Reception Package #2

\$400/per person

- 5 passed hors d'oeuvres (2 hot / 3 cold)
- 1 Reception Displays (Seafood Platter)
- 3 Course Dinner
 - Choice of 2 (App or Salad or Soup)
 - Choice of 3 entrees
 - Choice of 3 sides
 - non-alcoholic beverage (Coffee, Tea, Soda, Juice, Milk)
 - \$25++ for 4th course
- Wedding cake (2 fillings)
- 1 Late night snack
- Luxury Passed Wine service with dinner & upon arrival (1 red / 1 white)
- 2 craft cocktails upon arrival (his/her)
- Sparkling champagne toast
- 4-hour deluxe open bar

Reception Package #3

\$350/per person

- 4 passed hors d'oeuvres (2 hot / 2 cold)
- 1 Reception Displays (Cheese Board)
- 3 Course Dinner
 - Choice of 2 (App or Salad or Soup)
 - Choice of 2 entrees
 - Choice of 2 sides
 - non-alcoholic beverage (Coffee, Tea, Soda, Juice, Milk)
 - \$25++ for 4th course
- Wedding cake (1 filling)
- 1 Late night snack
- Standard Passed Wine service with dinner & upon arrival (1 red / 1 white)
- 1 craft cocktail upon arrival
- Sparkling champagne toast
- 4-hour deluxe open bar

Site Fee Pricing

Choice of any rooms for Ceremony, Cocktail Hour, & Reception; -\$1,500 if no ceremony, but \$1,500 per hour for separate space for After Hours (past 5 hours). Does not include T16 or Rebar.

Seasonal Demand	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
High Season Months (May, June, Sept, Oct)	\$6,750.00	\$5,000.00	\$5,000.00	\$5,000.00	\$6,750.00	\$9,000.00	\$12,000.00
Mid Season Months (April, July, August, December)	\$5,000.00	\$3,750.00	\$3,750.00	\$3,750.00	\$5,000.00	\$6,000.00	\$9,000.00
Low Season Months (November, January, February, March)	\$3,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$3,750.00	\$4,500.00	\$6,000.00



Inclusions & Points of Emphasis

Personal and professional planning by Trump Hotel Chicago Wedding Team

- A Wedding Specialist dedicated to your special day to offer unique ideas and plan the wedding details, which include assisting with menus, timeline, room setup, guestroom accommodations, vendor and ceremony coordination

Dedicated banquet manager, banquet team

- Discounted sleeping room rate for out-of-town guests
- Guaranteed block of at least 10 rooms a night
- 2-night MLOS is required during High Season Months
- Do not offer courtesies blocks but can provide a discounted rate that offers a percentage off or the Best Available Rate on our website and it varies throughout the year based on low season to high season.

Operating Supplies Inclusions

- Tables & Chairs
- High Boy Cocktail Tables & Dinner Tables
- High Boy Cocktail Charis, Dinner Chairs, Ceremony Chairs
- Alter Table, Cake Table, Gift table, Guest Book Table

Creative & Design Inclusions

- Place Cards, Printed Menus, Table Numbers
- House Linens (White)
- Votive Candles
- House sound & Lighting
- Napkins

AV and Staging Inclusions

- Dance Floor
- Two (2) lavalier microphones; or Wireless Mics
- Attendant Inclusions
- Coat Check Attendant
- Chef & Bartender Fee’s are included (1 per 75 for each)
- Parking discounted for 12 hours to \$40 per car
- Comp for bride & groom cars, as well as parents of bride and groom.

Sleeping Room Inclusions

- Complimentary Suite on the night of wedding if booked a wedding package
- The same room will be at the group rate the night before or the night after
- Early Check-In guaranteed

Food & Beverage Inclusions

- Complimentary Tasting for 4 guests (canapes, salad, entrée, dessert)
- American breakfast in bed for couple
- Champagne & strawberries on ceremony night
- Cake Cutting and Serving

Amenities

- 20% off of Spa Services for the bridal party

Miscellaneous Inclusions

- Amenity for each guest staying the night if group block is booked

Hotel Planning Timeline

Our Trump Hotel Chicago conference planning team has structured a process to give you peace of mind. Over the next few months, you can expect us to ensure all details will be taken care of and you can truly focus on what’s most important at the office.

Group’s Event Manager will contact Group at least **forty five (45) days** before Group’s Event to review and re-confirm the details for Group’s Event, including menus, decorations, entertainment and beverage service. Hotel requires that Group’s final menu selections and room set specifications be completed and received at least **thirty (30) days** prior to Group’s major arrival day.

If for any reason Group’s final menu selections and room set specifications are provided to the Hotel **twenty-one (21) days** or less prior to Group’s major arrival day, Hotel may, in Hotel’s sole discretion, make Chef’s Selections for food product based on Group’s delayed submission of final menu selections, and Group agrees to accept such substitutions.

Due to supply chain logistics that are out of the control of the Hotel including seasonal availability of product, holidays and weekends, if for any reason Group does not provide the Hotel with Group’s final menu selections and room set specifications at least **fourteen (14) days** prior to Group’s major arrival day, the Hotel will assess an extra fee equal to \$3.00 per menu per person to offset extra costs Hotel may incur when placing expedited food product orders to Hotel’s suppliers.

Upon review of Group’s final menus and Event requirements, Event Orders will be sent by Hotel to Group within **fourteen (14) business days** to confirm all final arrangements and prices, which Event Orders will serve as a part of this Agreement. If Group does not advise Hotel of any changes on the Event Orders by the date requested by Hotel, Group agrees that the Event Orders will be considered accepted by Group as correct and Group will be billed accordingly.

At least **seven (7) business days** before Group Event, Group must inform Hotel of the exact number of people who will attend Group’s Event functions by contacting Group’s assigned Event Manager by email or phone. Guarantees by text message cannot be accepted. Hotel will not undertake to serve more than **3%** above this guaranteed minimum. If final guarantees are late, the menu offering will be based on availability of product and may be different from the selected menu.

To properly prepare product, purchasing and scheduling of staff, any increases to the final guarantee within **seven (7) business days** before Group’s Event will be subject to an increase of not more than **\$5.00** per person to cover costs incurred by Hotel for rush orders and overtime. The menu offering will be based on availability of product and may be different from the selected menu.

Vendor Installation – Example Timeline

All vendors must be able to show proof of insurance along with a business license. This is to ensure the vendors you have selected are professionals and are aware of the Trump Hotel Chicago vendor policies. Charges will apply if excessive cleanup is required by the hotel after your event. Set-up time for the wedding will be noted on the catering agreement.

The vendor may contact Trump Hotel Chicago staff to request early load-in if necessary. Early load-in must be approved by the Conference Services Manager.

10:00AM Vendor Load-in. Check-in with the Conference Services Manager upon arrival.

12:00PM Rain plan decision made.

1:00PM Trump Hotel Chicago banquet team begins table and chair set-up.

3:00PM Table and chair set-up complete.

3:30PM Tabletop floral installation complete.

5:00PM Tab All floral and décor installation is complete. If the vendor is to receive a vendor meal, the vendors will be served after the guests receive their meals.

12:00AM Breakdown and load-out.

9:00AM – 10:00AM the following day: All items removed. You may not arrive earlier than 9:00am for load-out as early disruption of sleeping guests is not acceptable.

Third-Party Vendors

- Insurance - Business will need to provide Liability and/or Workers Comp Coverage - Name
- Trump International Hotel & Tower an additional insured business at \$1M combined single limit, bodily injury, and property damage.
- There must be a contract between vendor and Trump International Hotel & Tower listing the services and goods to be delivered for each event. Please provide a new agreement if any changes are made.
- All specifications for parking, storage areas, staging areas, trash areas, and material delivery to be written into Vendor Timeline prior to vendor arrival.
- All requested load-in and breakdown times are to be given to the event manager 30 days prior to event; guaranteed time to be given 2 weeks prior to the event. To avoid inconveniencing our guests, load-in and load-out times/locations may be restricted or rescheduled based on property needs.
- All installations must be completed 3 hours prior to the event o All vendors are responsible for the collection of any items that are not the property of Trump International Hotel & Tower at the conclusion of event. Trump International Hotel & Tower is not responsible for collecting or returning items.
- All vendors are responsible for removing trash, boxes, plastic wrap, props, and flowers or additional fees may apply o Additional fees may apply for trash removal.
- Property damage and liability that occurs by guests of the event or 3rd party vendor is the host’s responsibility to cover the damage and charges will be placed on the master bill.
- Freight - Incoming and Outgoing Handling Fees will apply.



Billing

25% of expected Master Account bill is required at time of contract signature - This is determined by the food and beverage minimum and site fee.

30 days prior, 100% of the estimated balance will be due. Should your event go over the amount pre-paid, our finance department will charge the credit card on file day after your event. You will receive a final copy of your bill within 2 weeks after the event.



Weather & Outdoor Events

If the National Weather Service predicts a 35% chance or greater chance of rain, it is advised that all outdoor events move to the indoor backup location. If a weather decision is overridden and an event must be moved in after setup has begun, a \$2,000 service fee will be charged. Final weather calls for outdoor events are due by:

- BREAKFAST** evening prior
- LUNCH** 8am the day of the event
- DINNER** 12pm the day of the event

All outdoor events with amplified music or entertainment must conclude by 11pm.

One hour extra can be added for \$1,000 until 12am (midnight).