



119 Mill Plain Road
Danbury, CT 06811
P. 203.205.2000 f 203-205-2001

WEDDING FACT SHEET

Congratulations on your upcoming wedding! Thank you for choosing the Hilton Garden Inn in Danbury for your special occasion. We realize how important this day is to you and your family, please understand we will do everything we can to enhance that experience. Below, we have included some important information about the hotel, which will help you in your planning process.

Wedding Accommodations

For your wedding guests, Hilton Garden Inn Danbury offers the extras that make life easier on the road, from a complimentary business center and WiFi to a fitness center with cardio and weight equipment. Relax with a swim in our heated indoor pool. When you're hungry, we've got options, from a cooked-to-order breakfast, dinner or room service from The Garden Grille®, to snacks or prepared meals from the Pavilion Pantry. Fresh, attentive service. Unexpected touches of luxury. Spacious guest rooms. Make out-of-town friends and family feel more than welcome, plus, they'll find more ways to unwind between the wedding events and experience the real connections that truly make a difference. "Great" happens when you bring your friends and family together for your special day at Hilton Garden Inn Danbury.

Why Hilton Garden Inn Danbury?

Wedding Accommodations at Hilton Garden Inn Danbury

At Hilton Garden Inn Danbury, you'll always find event expertise, flexible event space, comfortable accommodations and personalized service. We make every event more than successful and every group more than welcome.

Online Reservations

Guests can make their own reservations by using our exclusive online group booking page, featuring a personalized welcome message, group rate information and a custom reservation tool.

Exceptional Cuisine

Great food keeps guests focused, engaged and energized. That's why Hilton Garden Inn provides innovative food and beverage offerings for breakfast and dinner.

BOOKING AGREEMENTS

We will send you a booking agreement outlining the details of your wedding block. We will hold your rooms until 3 weeks prior to your event date. At that time, the rooms that have not been reserved in your block will be released back into the hotels general inventory. Reservations will still be accepted, based on availability, at the group rate, until the hotel has reached 90% occupancy, which at that time, guests can make reservations at the "Best Available Rate".

Should you require more than 30 rooms, we will send you a contract in which we will ask you to guarantee 80% of your contracted room nights.

If you decide to give gift bags to your friends and family, we are happy to hand them out at the front desk to each of your guests upon their arrival. In order to expedite check in, we ask you not to put guest's names on the bags. If you prefer to have them delivered, we are happy to do so for a nominal charge of \$2.50 ea. If we are delivering, gift bags must be in our possession no later than noon on the day of arrival.

If you would like to see all the reservations that have been booked under your wedding block, please contact the Front desk or Sales at 203.205.2000 and they will be happy to email your list of arrivals to you. Also, please contact the front desk to make any changes to a reservation.

Based upon your room block agreement and your room pick-up you may qualify for a complimentary room. You are responsible to make the reservation at the wedding block rate and once you reach the agreed room pick-up, we will adjust your reservation accordingly.

TRANSPORTATION

Below you will find some companies that specialize in transportation:

- Anna's Limousine
 - 845-279-2377
 - <http://annaslimo.com>
- CTS Limo
 - 203-975-4400
 - www.cts-limo.com
- Dattco
 - 800-229-4879
 - www.datco.com
- Green Light Limousine Inc.
 - 203-730-0882
 - www.Greenlightlimo.com

GARDEN GRILLE BREAKFAST HOURS

Weekdays from 6:30 am to 10:00 am

Weekends from 7:00 am to 11:00 am

Full breakfast buffet featuring Made-to-Order Omelet station. \$11.95 plus tax per person

GARDEN GRILL (RESTAURANT / BAR) HOURS

Dinner service with full service bar available from 5:00 pm to 10:00 pm.

Bar hours may be extended with advance notice, for a fee of \$100 plus tax.

**This fee does not cover the gratuity of the bartender or the cost of the beverages.*

The latest the bar will remain open is 2:00 am and last call will be at 1:45 am. A credit card authorization will be sent to you to fill out. Please write on the form that you authorize the hotel to charge the credit card to cover the extended bar hours and the date you wish to extend the bar hours. Please be advised we need the filled credit card authorization at least 2 weeks before the event for scheduling purposes.

EVENT SPACE RENTAL

Should you wish to reserve event space for either a private breakfast or a rehearsal dinner, we suggest the following options:

BRUNCH OPTIONS

Enjoy your Brunch set up in our event space. Please ask your wedding coordinator about our specialty Sunday brunch menus*.

Please let us know if you would like Mimosas to be served at your brunch.

REHEARSAL DINNER

We would be delighted to host your rehearsal dinner in our event space. Please see a copy of our catering menus* for many options. Our seasoned sales professional will be happy to assist you in making your rehearsal dinner a memorable event.

*Catering menus available upon request.

Seating capacity in our event room is 60 guests in round tables.

GUEST FACILITIES AND ADDITIONAL SERVICES INCLUDE:

- 24-hour On-Site Pantry
- Guest Laundry Facility (coined operated), 1-day valet laundry (weekdays)
- 24-hour Fitness Center
- Indoor Swimming pool (Hours 5:00am - 10:00pm)
- Complimentary 24-hour Business Center
- Complimentary High Speed Internet Access
- 100% Smoke-Free
- Pet-Free
- Complimentary Parking