

A large, elegant, black serif letter 'B' with a decorative flourish at the top and bottom.

Belo Mansion

The Belo Mansion
2101 Ross Avenue
Dallas, TX 75201
www.belomansion.com
214 220 0239



General Information:

Minimums:

A food and beverage minimum will be established for all events. The food and beverage minimum is based on the time of year, day of the week and time of day of the event.

Function Times:

Afternoon events must conclude by 4:00 pm. Evening events are usually scheduled to begin at 7:00 pm. Events are planned for four (4) hours; additional hours require supplemental labor charges. Please let us know your individual needs as all events are different.

Items Provided:

Tables, chairs, dance floor, limited risers/staging, white lap length linens, napkins, white china, glassware, flatware and votive candles are provided. Additional items or custom linens can be arranged through your Catering Manager.

Payment:

To secure a date for an event, all groups must pay the facility rental fee, refundable damage deposit of \$500.00 and thirty percent (30%) of the estimated catering charges, along with the signed contract. Forty five (45) days prior to your event, 50% of the estimated total is due, with the final payment made twenty one (21) days prior to the function.

Tax and Service Charge:

A taxable 21% service charge and appropriate sales tax (currently 8.25%) is applied to all food purchases. A taxable 21% service charge is applied to all alcoholic beverages. Groups that qualify for tax exemption status must submit a valid Texas Sales and Use Tax Exemption Certificate prior to the event. All certificates will be verified through the State of Texas Comptroller's office. Any organization or educational institute outside the State of Texas that are considered tax exempt in their state are not considered tax exempt in the State of Texas. If a group does not have a certificate on file, taxes will be charged where applicable.

Rehearsals/Ceremony Fees:

There is a \$250.00 ceremony set up fee in the Belo Mansion and a \$500.00 ceremony set up fee in the Pavilion. Wedding ceremony rehearsals are customarily scheduled between 4:00 pm and 5:00 pm or between 5:00 pm and 6:00 pm on the day prior to your ceremony. However, catering bookings and Dallas Bar Association events take precedence over any scheduled rehearsals. There will be a self parking fee of \$4.00 per car for rehearsals.

Food and Beverage Policy:

The Belo Mansion, as a licensee, is responsible for the administration of the sales and service of all food and beverage products. This is in accordance with the Texas State Health Regulations and the Texas Alcoholic Beverage Commission. Therefore, no food and/or beverages of any kind may be brought into or removed from the property.



Wedding Cake Policy:

Frosted Art Bakery is our in-house bakery led by Food Network star Bronwen Weber. A cake cutting fee of \$5.00 per person will apply if the wedding cake is purchased from a vendor other than Frosted Art Bakery.

Guarantees:

The final food and beverage guest count for social events is required no later than five (5) business days prior to the event and three (3) business days prior for corporate events. If a guaranteed number is not received by that time, you will be charged for the original guest count.

Parking:

Self parking is available in the covered garage at \$10.00 per car. For evening events, valet parking is an option at \$180.00 per valet for a four (4) hour event. One valet parker is required for every ten (10) cars.

Labor and Security Charges:

Additional labor fees may apply depending on the service for your event. Chef Attendants and Cashiers are \$85.00, Banquet Captains and Bartenders are \$125.00. One (1) bartender per each one hundred guests is required. The Belo Mansion also requires one (1) security guard per 100 guests at a charge of \$35.00 per hour with a four (4) hour minimum.

Decorations:

No open flame candles of any type are permitted in the original historic portion of the Mansion. Covered flame candles are allowed in other parts of the facility. Use of birdseed, rice, confetti and sparklers is prohibited. The Belo Mansion reserves the right to approve all signage and decorations. Printed signs outside of function rooms must be free standing or on an easel. Handwritten signs are not permitted. In the event that signs are attached to walls without authorization and any damage is incurred, the cost of repair or replacement will be billed to the client.

Shipping/Package Procedure:

Materials sent to the Belo Mansion should be addressed to the client. The package should indicate HOLD FOR ARRIVAL with the name of the group and the event date. The Belo mansion assumes no responsibility for freight or shipping charges or for loss or damage to the contents. The client is solely responsible for the cost of repacking and arranging return shipments of materials and/or equipment.

Liability:

The Belo Mansion is not responsible for loss or damage to equipment, decorations, etc. brought prior to, or left after the function. All items must be removed immediately after the function unless prior approval is received directly from your Catering Manager.



Room Rates:

Belo Mansion

Private Room	\$ 225
Two (2) Adjoining Rooms	\$ 250
Historic Belo Mansion	\$ 325
Thompson & Knight Atrium	\$ 250
Belo Hall	\$ 350
Belo Hall and Thompson & Knight Atrium	\$ 375
Entire Mansion, Belo Hall and Thompson & Knight Atrium	
Week Night Events: Monday – Thursday	\$ 800
Friday Evening Events	\$1,000
Saturday Daytime Events	\$1,000
Sunday Daytime or Evening Events	\$1,000
Saturday Evening Events	\$1,200

The Pavilion at the Belo Mansion

Monday – Friday Daytime Events	
Per Section	\$ 500
½ Ballroom	\$1,000
Entire Ballroom	\$2,000
Monday – Thursday Evening Events	
Per Section	\$ 500
½ Ballroom	\$1,000
Entire Ballroom	\$2,000
Friday Evening Events	
½ Ballroom	\$1,400
Entire Ballroom	\$2,500
Saturday Daytime Events	
Entire Ballroom	\$2,000
Saturday Evening Events	
Entire Ballroom	\$3,000
Sunday Events	
Entire Ballroom	\$2,000

NOTE: If you are a Member of the Dallas Bar Association, please notify your Catering Manager.



Belo Mansion

Audio Visual Selections

We are pleased to offer for your convenience our in-house Audio Visual equipment that you may reserve with your Catering Sales Manager. The following equipment is available.

Projectors/TV's

LCD Projector \$ 400.00

(Includes skirted cart)

TV/VCR \$ 150.00

TV/VCR/DVD \$ 200.00

Overhead Projector \$ 75.00

Elmo Projector \$ 300.00

AV Cart \$ 50.00

(Includes power cord)

Sound Systems

Under 300 guests \$ 300.00

Over 300 guests \$ 400.00

Microphones

Tabletop/Handheld \$ 45.00

Wireless Handheld \$ 125.00

Lavaliere \$ 125.00

Portable Screens

Tripod \$ 50.00

Fast Fold \$ 100.00

Miscellaneous

Flip Chart \$ 50.00

Easel \$ 10.00

Power Strip \$ 10.00

Extension Cord \$ 10.00

Polycom Speaker Phone \$ 100.00

Upright Piano Rental \$ 200.00

Additional Power \$ 200.00 per 30 amp/120v (Pavilion only – limited availability)



Reception Selections

Passed Hors d'oeuvres

Bite sized hors d'oeuvres butler passed during your reception.
One hour pre-dinner reception choose four
16 per person

Hot

Mini Yorkshire puddings
Roast beef and onion gravy
Shrimp spring roll
Thai peanut dipping sauce
Mini crab cake
Remoulade sauce
Mushroom vol-au-vent
Truffle essence
Texas quail
Wrapped in bacon stuffed with jalapeño
cream cheese
Beef empanadas
Spicy avocado aioli
Smoked tenderloin
Spicy apple chutney on a yucca crisp
Petit baked potato
Caviar and crème fraiche
Fried macaroni and cheese bites
Tasso ham

Cold

Tarragon chicken salad
ruby endive, chervil
Tuna tartar
on a wonton, spicy wasabi
Hummus
toasted pita, crushed pistachios
Lobster salad
on toasted brioche
Seared scallop
cucumber raft, wasabiko
Citrus scented goat cheese on crostini
Belo Blinis
house smoked salmon, lemon infused crème fraiche
Tomato and Mozzarella Bruschetta

Fun

Mini beef burgers
Caramelized onions, gherkins
Shrimp corn dogs
Spicy ketchup
Mini crab cake sandwich
Lemon aioli
Caramelized onion and prosciutto pizza
Classic margarita pizza
Spicy sweet and spicy duck pizza
Chicken and biscuits

All prices are subject to 21% service charge and applicable sales tax.



Stations

Enhance your reception with your choice of the following: (based on one hour)

Farmers Market 10

Vegetable crudités

A selection of fresh seasonal vegetables, buttermilk herb dip

International cheese

Selection from around the world, grapes, French bread, crackers

Munchies 10

Hummus and baba ghanoush, pita bread

Housemade guacamole and fresh salsa, tortilla chips

Olive tapenade and parmesan artichoke dip, French bread

Sushi 18

Spicy tuna rolls, California rolls, salmon rolls, assorted sashimi

Wasabi, soy sauce, pickled ginger

Ultimate shellfish M/P

Colossal shrimp and cracked cocktail crab claws

Spicy cocktail sauce, lemons

Charcuterie 13

Selection of cured sliced meats

Rosette de lyon, Milano, genoa salami, pepper saucisson, herb saucisson, prosciutto, country pate, grain mustard, cornichons, lavosh, French bread

House cured salmon 14

Smoked salmon, pastrami cured, gravlax

Onions, chopped eggs, capers, sour cream, flat bread, pumpernickel

Potato martini 12

Pureed potatoes

Scallions, bacon, parmesan and cheddar cheese, sour cream, sliced jalapeños and two of the following: spicy crawfish, fried chicken and gravy or sautéed beef and forest mushrooms

Tour de deviled egg 10 per dozen

Spicy hummus, black truffle, blue cheese and chives, Texas smoky and spicy and let's not forget... traditional

All prices are subject to 21% service charge and applicable sales tax.



Antipasti assorti 12

Caprese salad, oven roasted roma tomatoes, grilled asparagus with lemon aioli, roasted crimini mushrooms, marinated olives, roasted red peppers

Carvery 18

House smoked tenderloin of beef

Spicy apple jicama slaw, crispy onions, horseradish sauce, assorted mustards, mini rolls

Rack of pork

Skillet bacon jam, pickled cabbage slaw, biscuits

Roast turkey breast

Cranberry jelly, southwest chorizo dressing, mini rolls

Tacos 14

Crispy shrimp and pulled pork

Pickled cabbage, guacamole, lime wedges, fresh cilantro, cotija and hot sauces, warm corn and flour tortillas

Mini Plates (based on one hour of service)

Fish

BBQ Shrimp 12

Creamed spinach, corn griddle cake, lime and cilantro aioli

Lemon and parsley crusted halibut M/P

Asparagus raft, citrus beurre blanc (seasonal)

Seared tuna 14

Spiced edamame beans, sticky rice

Pan seared scallops 16

Parsnip puree, haricot verts, ceps beurre blanc

Meat

Asian braised short ribs 10

Bok choy kimchi, sticky rice, sweet and savory demi glace

Steak au poivre 12

Arugula salad, toasted brioche, green peppercorn sauce

Chicken picatta 10

Herb scented orzo, parmesan crisp, lemon caper butter sauce

BBQ pulled pork 8

Blue cheese grits, crispy onions, BBQ sauce

Roast beef and yorkshire pudding 10

Roasted potatoes, carrots, thyme gravy

All prices are subject to 21% service charge and applicable sales tax.



Buffet Stations

Two stations 45 / Three stations 55 / Four Stations 68
Buffets are served for two hours

Fisherman's wharf

Fresh mussels and clams steamed to order
Tomato broth, white wine bouillon, French baguettes

Pacific rim

Indonesian BBQ shrimp
Steamed rice
Pulled roasted duck, hoi sin sauce
Assorted steamed pot stickers
Pacific asian salad

Steakhouse table

Carved tenderloin of beef
Horseradish sauce, assorted rolls
Loaded mashed potatoes,
Grilled asparagus
Caesar salad

Mediterranean

Tajine of lamb
Dried fruits and spices
Seafood souvlaki
Tabbouleh
Bulgur wheat, tomatoes, purple onions, parsley, mint
Hummus, baba ganosh, grilled artichokes
Flatbreads

Great Britain

Roast prime rib of beef
Yorkshire pudding, roasted vegetables
Shepard's pie
Ground lamb and vegetables topped with mashed potatoes
Radish and pea salad

All prices are subject to 21% service charge and applicable sales tax.

**Italy**

Grilled chicken with lemon and rosemary

Wild mushroom gnocchi and wilted argula

Pasta alla carbonara

Cavatapi, pancetta, pecorino romano cheese

Antipasti assorti

oven roasted roma tomatoes, grilled asparagus with lemon aioli, roasted crimini mushrooms, marinated olives, roasted red peppers

Yucatan

Carne asada

Cojita cheese, sour cream, guacamole, homemade salsa, flour tortillas

Pollo en Mole

Grilled chicken, poblano chiles

Spanish rice

Cabbage slaw

Cilantro, lime, jalapeños

All prices are subject to 21% service charge and applicable sales tax.



Plated Dinner Selections

First course

Frisee, mache and fennel salad, candied pecans, orange, thyme vinaigrette
Lola rosa lettuce, honey roasted pear, toasted walnuts, rosemary and lemon vinaigrette
Roasted beet, watercress, herb scented chevre cheese, citrus oil
Baby wedge salad, pancetta, grape tomatoes, bacon, bleu cheese dressing

Second course

Roasted chicken
Vegetable ratatouille, roasted garlic mashed potatoes with thyme
Honey glazed chicken
Sweet potato succotash, sautéed broccolini

Roasted monkfish
Red cabbage and parsnip puree
Crispy salmon with beurre blanc
Lemon scented asparagus, roasted fingerling potatoes
Coriander crusted mahi mahi
Sweet and sour eggplant, sticky rice

Beef wellington with pinot noir reduction
Root vegetables
House smoked rack of lamb with shiner bock demi glace
Haricot verts and blue cheese grits
Grilled 10 ounce New York strip steak with sauce colbert
Grilled asparagus, sautéed wild mushrooms, pommes Anna
Filet mignon with truffle butter
Broccolini, roasted fingerling

Third course

Fresh fruit and mousse napoleon
Chocolate caramel tart
Tres leches bundt cake
Vanilla bean panna cotta
Mexican chocolate cake

Poultry selection 50 / Fish selection 55 / Meat selection 58

Duet presentations are available at an additional fee of \$10 per person.

All plated dinner selections are served with freshly baked rolls and butter, freshly brewed Starbucks coffee and Tazo teas.

All prices are subject to 21% service charge and applicable sales tax.



Dinner Enhancements

Starters Cold

House smoked salmon, sorrel salad, citrus and dill aioli 8

Torchon of foie gras, preserved figs, saffron, petit arugula salad 15

Antipasti plate: prosciutto, marinated mushrooms, roasted plum tomatoes, grilled asparagus, marinated mozzarella 8

Homemade duck liver pate, apple and radish salad, port and balsamic dressing 10

Starters Hot

Belo signature crab cake, jicama slaw, butter sauce 10

BBQ shrimp, corn griddle cake, lime and cilantro aioli 8

House made pasta

Cheese agnolotti, marinara sauce 5

Tagliatelle, forest mushrooms, porcini sauce 6

Lobster agnolotti, American sauce 10

All prices are subject to 21% service charge and applicable sales tax.



Dinner Buffet Selections

Classic 65

Butter lettuce, toasted almonds, fennel, crumbled goat cheese, light herb vinaigrette
Barley salad, tarragon pesto

Carved roast beef tenderloin

Whole grain mustard, herb mayonnaise, horseradish sauce

Cornish game hen coq au vin

Poached salmon

Wild forest mushrooms, asparagus, baby leeks, sorrel

Scalloped potatoes

Vichy carrots, butter and parsley

Sautéed broccolini, garlic, shallots

Assorted rolls and butter

Coconut cream tarts

Raspberry white chocolate mousse

Chocolate tarts

Freshly brewed Starbucks coffee and Tazo teas

Italian 60

Caesar salad: parmigiano reggiano, herb croutons

Insalata caprese: fresh buffalo mozzarella, tomatoes, basil, olive oil

Assorted pizzas

Arugula, truffle oil

Roasted garlic, gorgonzola

Classic margarita

Antipasti assorti: grilled asparagus, roasted crimini mushrooms, pepperoncini, marinated olives, cured meats, grilled artichokes, fontina, taleggio and provolone cheeses

Orecciette with shrimp and broccoli rabe

Bistecca alla griglia: carved grilled strip steak, lemon, rosemary, garlic, pepper flakes

Roast chicken, prosciutto, sage, wilted arugula, porcini sauce

Ciabatta bread, olive oil

Traditional cannoli

Tiramisu

Vanilla bean panna cotta

Freshly brewed Starbucks coffee and Tazo teas

All prices are subject to 21% service charge and applicable sales tax.



Belo Mansion

HOST BAR - BEVERAGES BY THE HOUR:

Unlimited service of appropriate selections of liquor, beer, wine, champagne, bottled water and soft drinks for a stated continuous period

Call Brand Bar:

One (1) Hour	\$16.00 per person
Two (2) Hours	\$22.00 per person
Three (3) Hours	\$28.00 per person
Four (4) Hours	\$34.00 per person

Premium Brand Bar:

One (1) Hour	\$18.00 per person
Two (2) Hours	\$25.00 per person
Three (3) Hours	\$33.00 per person
Four (4) Hours	\$38.00 per person

Included in Call Brand Bar:

- House Chardonnay
- House Cabernet Sauvignon
- Pinot Grigio
- House Sparkling Wine
- Dewar's Scotch
- Jim Beam Bourbon
- Seagrams VO Blended Canadian Whiskey
- Smirnoff Vodka
- Beefeater Gin
- Bacardi Silver Rum
- Sauza Tequila Silver

Included in Premium Brand Bar:

- Premium Chardonnay
- Premium Cabernet Sauvignon
- Pinot Grigio
- Premium Sparkling Wine
- Chivas Regal Scotch
- Jack Daniel's Black Bourbon
- Crown Royal Blended Canadian Whiskey
- Absolut Vodka
- Tanqueray Gin
- Mt. Gay Rum
- Cuervo Gold Tequila

Beer, Wine, and Champagne Bar:

Unlimited service of appropriate selections of beer, wine, champagne, bottled water and soft drinks for a stated continuous period

One (1) Hour	\$15.00 per person
Two (2) Hours	\$20.00 per person
Three (3) Hours	\$25.00 per person
Four (4) Hours	\$30.00 per person

Bartender Fee:

\$125.00 per Bartender

One (1) Bartender Required for Every 100 Guests

Our professional Bartenders are trained to serve responsibly, this includes a "No Shot" Policy.

All Prices are Subject to a 21% Service Charge and Applicable Sales Tax

Note: Management reserves the right to verify the identification of any guest attending an event at the Belo Mansion and the Pavilion at the Belo Mansion to determine if the guest is of legal drinking age in the state of Texas.



Belo Mansion

Preferred Vendor List

Audio Visual

PSAV Presentation Services	214-210-8287	www.psav.com
BEYOND	972-458-7569	www.beyondid.com

Bands and Entertainment

Absolute Entertainment	214-871-9900	www.absolutedfw.com
Bravo Entertainment	972-960-2525	www.bravo4u.com
Center Stage Band	972-317-2336	www.centerstageband.com
Encore Productions Entertainment	972-317-2336	www.encoreproductions.ws
Dallas Gigs, LLC	214-954-7520	www.mydallasgigs.com
The Jimmy Maxwell Orchestra	504-391-9810	www.JimmyMaxwell.com
PM Events & Entertainment	800-578-2290	www.pmeventsinc.com
Richmond Punch Jazz & Classical Quartets	214-823-4269	www.richmondpunch.com

Cakes

Frosted Art Bakery	214-760-8707	www.frostedart.com
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Disc Jockey's

Andy Austin – Distinctive DJ Ent.	972-835-0169	www.andyaustin.com
Bill Cody's Party Time Productions	214-340-8000	www.partytimetexas.com
Colby Logan – Astounding Sounds Ent.	214-418-9242	www.astoundingsounds.com
DJ Connection	972-408-6580	www.djconnectiondallas.cm
Jaime H. Chavez – Ambiance Ent.	214-914-2306	www.ambianceentertainmentdj.com
John Stem – J. Hooker Productions	214-343-4335	www.jhpro.com
Brandon Olds Entertainment	972-943-9247	www.boldentertainment.biz
Randal Stout Events	817-410-8399	www.randalstout.com
Simply Music	214-696-3456	www.simplymusicevents.com
The Violin Guy	214-543-6138	www.theviolinguy.net



Belo Mansion

Floral Design and Décor

Bella Flora	972-445-1200	www.bellafloraofdallas.com
Fete des Fleurs	214-651-1113	www.fetedesfleurs.com
Freesia	214-658-9757	www.freesiadallas.com
The Garden Gate	214-220-1272	
todd.eventdesign.creative services	214-749-0400	www.toddevents.com
Village Garden & Gallery	214-741-1470	www.villagegardengallery.com
The Wildflower	214-357-5364	www.thewildflower.com

Hotel Accomodations

The Fairmont Hotel	214-720-5310	www.fairmontdallas.com
Hotel Crescent Court	214-871-3200	www.crescentcourt.com
The Ritz Carlton Hotel	214-922-0200	www.ritzcarlton.com
The Adolphus Hotel	214-651-3502	www.hoteladolphus.com
The Stoneleigh Hotel & Spa	214-871-7111	www.stoneleighhotel.com
Marriott Dallas City Center	214-437-0463	www.marriott.com/dalddt

Linens and Rentals

BBJ Linens	214-651-9020	www.bbjlinen.com
M & M Special Events Company	214-350-5373	www.mmspecialevents.com
Ducky Bob's Event Specialists	972-381-8000	www.duckybobs.com

Photographers

Andrea Polito Photography	214-748-1888	www.politoweddings.com
Blu Door Studios	817-488-4887	www.bludoorstudios.com
Donnalynn & Company	214-739-6937	www.donnalynnphotography.com
Gary Donihoo Photography – F8 Studio	972-669-2274	www.f8studio.com
Greg Blomberg, Inc.	214-549-0001	www.gregblomberg.com
Luke Edmonson	972-208-0215	www.lukreedmonson.com
Marcus Kaiser	972 822 3587	www.weddingphotographerdallas.com
Visual Image Photography & Video	214-335-3819	www.viphotovideo.com



Belo Mansion

Specialty Lighting

Absolute Ent. & Specialty Lighting	214-871-9900	www.absolutelightingdfw.com
LITE Dallas	972-458-7569	www.beyondld.com
Astounding Sounds & Specialty Lighting	214-418-9242	www.astoundingsounds.com

Videography

BEYOND	972-458-7569	www.beyondld.com
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Transportation

Blue Diamond Limos	972-870-5413	www.bluediamondlimos.net
Carey Limousines	214-638-4828	www.ecarey.com
360 Limos	214-348-9898	www.360limo.com

Wedding Consultants

Colleen Harkins & Associates	972-567-6613	www.femiano@aol.com
Donnie Brown Weddings and Events	214-522-2271	www.donniebrownweddings.com
Elegance by Stacey Allen	214-295-8399	www.elegancebsa.com
LeGlace' Events	214-520-3738	www.myclassicwedding.com
Jordan Payne Events	214-387-8479	www.jordanpayneevents.com
Life's A Party!	972-661-0330	
Mary Frances Hurt	214-505-9142	www.dfwevents@aol.com
Sally Jones	214-521-3119	www.sljwc@aol.com
As You Wish Events	972- 385-1706	www.asyouwishevents.com