

THE ROUNDTREE

AMAGANSETT



B E N E F I T S

Exclusive Access, Inclusive Service

From vows exchanged to hosting birthday getaways and company retreats, The Roundtree offers a unique setting for special occasions and events. In beautiful surroundings with its proximity to downtown Amagansett, you'll enjoy privacy, peace and unparalleled personalized service

EVENT TEAM

Our expert event team ensures we fully optimize the venue's potential, crafting custom layouts and designs that showcase its unique charm.

Through in-depth consultations, we meticulously plan every detail, ensuring your event captures the elegance and timeless beauty of The Roundtree.

TURNKEY SOLUTION

We provide a turnkey solution that significantly reduces the stress and effort involved in planning an event!

Our comprehensive suite of services ensures that every detail is meticulously handled, from vendor coordination to day-of execution.

LOCAL VENDOR EXPERTISE

Our strong relationships with local vendors mean you have access to the best florists, photographers, caterers, and more, Exclusive rates with these vendors add value to your event planning experience.



VENDOR
MANAGEMENT
+
DESIGN CONCEPT

VENDOR + DESIGN

Our Vendor Management Collection ensures that your event logistics are flawlessly handled, along with the provision of initial design concepts to guide vendors on the overall look and feel of your event.

VENDOR COORDINATION

Access to our preferred vendor lists

Assist in securing/booking vendors

Coordinate all vendor logistics, from arrival times to services booked.

DESIGN CONCEPTS

We provide initial design concepts to ensure a cohesive and beautiful event experience.

CONTRACT REVIEW AND TIMELINE

A customized planning timeline and review of all vendor contracts to prevent redundancies and additional costs.

ONSITE EVENT TEAM

Onsite event team on event day for up to 10 hours to ensure seamless day-of execution.

Total Pricing: \$12,500

This collection is perfect for intimate weddings, private events, corporate events, and retreats,



ESSENTIALS
COLLECTION

— ESSENTIALS COLLECTION —

This streamlined package includes full-service planning and design along with essential event components for a stylish and well-executed event.

FULL-SERVICE PLANNING AND DESIGN

Comprehensive support from concept to execution.

ONSITE EVENT TEAM

for up to 12 hours on the day of the event to oversee every detail.

FULL CATERING WITH BAR

Choice of 6 premium hors d'oeuvres

5-hour premium bar

Signature station for cocktail hour

2-course dinner (plated or family style)

Passed desserts

Chef tasting prior to the event

EVENT ADDITIONS INCLUDED

White Folding Chairs

Sailcloth Tent

Tent Lighting

Dance floor

Total Pricing: \$56,000

*This collection is perfect for weddings, private events, corporate events, and retreats.
Based on a guest count of up to 75 guests. Pricing is subject to change based on specific
event add-ons, guest count, or other factors.*

A top-down view of an elegantly set dining table. The table is covered with a light-colored, possibly white, cloth. In the center, there is a large, round, white floral centerpiece. To the left, there is a smaller, round, white floral centerpiece. To the right, there is a tall, slender, white floral centerpiece. In the foreground, there is a white, scalloped-edge plate with a gold rim. On the plate, there is a white, folded napkin with a gold edge. A small, white, rectangular name card is placed on the napkin, featuring the name "Theona Williams" in a gold, cursive font. To the left of the plate, there are two gold forks. To the right of the plate, there are two gold knives. In the background, there are several clear glass wine glasses and a small, round, white candle in a glass holder. The overall aesthetic is sophisticated and elegant.

ELEVATED EVENT EXPERIENCE

ELEVATED EXPERIENCE

This package includes full-service planning and design with key essentials to bring your event to life in a beautiful and seamless way.

FULL-SERVICE PLANNING AND DESIGN

Comprehensive support from concept to execution.

ONSITE EVENT TEAM

for up to 12 hours on the day of the event to oversee every detail.

FULL CATERING WITH BAR

Choice of 6 premium hors d'oeuvres

5-hour premium bar

Signature station for cocktail hour

2-course dinner (plated or family style)

Passed desserts

Chef tasting prior to the event

EVENT ADDITIONS INCLUDED

White Folding Chairs

Sailcloth Tent

Tent Lighting

Dance floor

Total Pricing: \$72,000

This collection is perfect for weddings, private events, corporate events, and retreats.

Based on a guest count of up to 75 guests. Pricing is subject to change based on specific event add-ons, guests count, or other factors.



ALL-INCLUSIVE
COLLECTION

ALL-INCLUSIVE

This all-inclusive collection provides the ultimate luxury experience, leaving no detail overlooked. From planning to execution, our team ensures that every moment of your event is perfectly curated.

FULL-SERVICE PLANNING AND DESIGN

Comprehensive support from concept to execution.

ONSITE EVENT TEAM

for up to 12+ hours on the day of the event to oversee every detail.

FULL CATERING WITH BAR

Choice of 6 premium hors d'oeuvres

5-hour premium bar

Signature station for cocktail hour

2-course dinner (plated or family style)

Passed desserts

Chef tasting prior to the event

EVENT ADDITIONS INCLUDED

Luxury Featured Photographer and Videographer

White Folding Chairs

Sailcloth Tent

Tent Lighting

Dance floor

Total Pricing: \$97,500

This collection is perfect for weddings, private events, corporate events, and retreats. Based on a guest count of up to 75 guests. Pricing is subject to change based on specific event add-ons, guest count, or other factors.



THE ROUNDTREE
SIGNATURE WEDDING
COLLECTION

Michelle Am

PLANNING + DESIGN

COMPREHENSIVE PLANNING AND COORDINATION

FULL-SERVICE PLANNING

From the initial consultation to the final send-off, we handle every detail with precision and care.

DEDICATED SUPPORT

Unlimited communication via email and phone, along with regular planning meetings to ensure your vision is realized.

PERSONALIZED DESIGN AND STYLING

CUSTOM LAYOUTS

Tailored designs that make the most of The Roundtree's beautiful spaces.

SIGNATURE STYLE

Our events are known for their originality, personality, and refined sophistication, ensuring a celebration that exceeds all expectations.

TENT DEVELOPMENT & INSTALLATION

Establish tenting needs and coordinate with the chosen tent vendor

LOGISTICS COORDINATION

Table diagrams, event layout, and décor coordination including but not limited to lighting, draping, and ceiling treatments.

INSTALLATION OVERSIGHT

Oversee multi-day installation and breakdown, create and execute rain or foul weather plan

DETAILED TIMELINES

Comprehensive schedules for you and your vendors to ensure a flawless execution.

CONTINUED...

SEAMLESS DAY-OF EXECUTION

ON-SITE COORDINATION

A dedicated team to manage all aspects of your wedding day, ensuring everything runs smoothly.

PROGRAM LOGISTICS

Establish a timeline and itineraries for the wedding day

VENDORS

Contact and establish relationship with purveyors as outlined above for the wedding

SERVICES MANAGEMENT

Receive all details of services to be provided from purveyors

OPERATING INSTRUCTIONS

Review and approve banquet event orders supplied by the caterer

EVENT PREPARATION

Provide guest count and finalize seating plan for dinner events

VENUE LIAISON SERVICES

Maintain close communication with the Roundtree team regarding all guest and event related requests/logistics.

COMPREHENSIVE OVERSIGHT

Coordinate the detailed pre-event meeting with relevant personnel including vendor staff and event staff members, Food & Beverage staff members, conference services, front desk, engineering, security, transportation and concierge to review all arrangements in detail.

Total Pricing: \$25,000

A photograph of a long table set for a wedding reception under a white tent. The table is covered with a white tablecloth and is decorated with large, lush floral centerpieces featuring pink and white roses. White chairs with cream-colored cushions are arranged along the table. The tent has white curtains and is set up on a grassy area with trees in the background. The text "WHY CHOOSE THE ROUNDTREE FOR YOUR SPECIAL EVENT?" is overlaid in the center of the image.

WHY CHOOSE THE
ROUNDTREE FOR
YOUR SPECIAL
EVENT?



Independently minded

THE ROUNDTREE

AMAGANSETT

EXCLUSIVELY FULL-SERVICE

Our event partners offer a full-service experience, handling both the creative and planning aspects of your event. From design ideation to execution, we are with you every step of the way.

ELEVATED ÉLAN AND REFINED SOPHISTICATION

Our events are celebrated for their elevated élan and refined sophistication, bringing originality and signature style to impeccably orchestrated experiences.

ACCLAIMED EXPERTISE

With decades of expertise and acclaim from top industry publications, Christine Ferguson Events is synonymous with excellence and unparalleled attention to detail.

PERSONALIZED ATTENTION

Our event partners dedicate over 1,000 hours to each couple, ensuring every wedding is a beautiful fit for our client's styles and our approach. We accept a limited number of weddings per year to maintain this high standard of service.



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