



THE CORE SCIENCE WEDDING PACKAGE 2026

A seamless wedding experience at Memorial University

Hosted by Conference and Event Services

Coordinated and Designed by Spotlight Events



The Core Science - All Inclusive Wedding Package

Your wedding is supported by a coordinated team of experienced professionals working together behind the scenes.

Spotlight Events leads wedding planning, design, and coordination. Each couple works with a dedicated Wedding Specialist as their primary point of contact, with a coordinator onsite for the rehearsal and the full wedding day to manage timelines, vendors, and transitions.

Memorial University Conference and Event Services provides venue staffing for the rehearsal, wedding day, and post event cleanup, as well as on-site support, security, parking coordination, custodial services, and in-house audio visual equipment.

Catering teams work in collaboration with Spotlight Events to ensure service flow, timing, and guest experience are seamlessly executed. A professionally-designed wedding cake is part of your package.

Together, this team approach delivers a well-coordinated and polished wedding experience.



Planning & Coordination

Planning Inclusions

Dedicated Wedding Specialist

Your primary point of contact throughout the planning process

Initial Planning Consultation

One hour consultation to outline vision, priorities, and next steps

Securing Venue and Caterer

Coordination and confirmation of venue and catering services

Décor Consultation

One hour design-focused meeting held 3-6 months prior

Logistics Consultation

One hour planning meeting 2-4 weeks before the wedding

Timeline Curation

A customized timeline to guide the flow of your wedding day

Vendor Coordination

Management of vendor timelines, arrivals, and transitions

Ceremony Rehearsal Coordination

One hour onsite coordination of ceremony rehearsal

Final Planning Consultation

Thirty minute check in during wedding week to confirm details

Wedding Day Coordination

Up to eight hours of onsite coordination on the wedding day



Venue & Spaces

Venue Inclusions

Ceremony and Reception Spaces

Use of the Main Atrium and The North Gallery for ceremony and reception

Ceremony Rehearsal Access

Scheduled access to the venue for ceremony rehearsal prior to the wedding day

Indoor/Outdoor Photo Options

Dedicated space/area for your wedding photos

Onsite Operational Support

Venue management support throughout the rehearsal and wedding day

Security Services

Dedicated security personnel

Parking Coordination

Complimentary onsite parking for guests

Experienced Venue Staffing

Professional Conference and Event Services staff onsite

In House Audio Visual Equipment

Use of venue audio visual equipment (microphone and speaker)

Music Licensing

SOCAN music licensing fees included for your wedding celebration

Custodial Services

Pre and post event cleaning services provided by venue staff



Furniture & Décor

Décor Inclusions

Wedding Design Consultation

One hour consultation to confirm décor selections and overall design vision

Ceremony Décor Package

Curated décor elements to style your ceremony space

Reception Décor Package

Coordinated décor elements designed for the reception space

Tables and Linens

Tables with coordinated linens included

Clear Chiavari Chairs

Clear chiavari chairs provided for guest seating

Lighting Package

Ambient lighting to enhance the atmosphere and overall design

Room Transition

Coordination of space transition from ceremony to reception

Décor Setup and Takedown

Installation and removal of all included décor elements

Décor Upgrades Available (additional \$)

Optional enhancements available to further personalize your design



Catering & Food Service

Catering Inclusions

Full Service Catering

Cocktail reception or buffet for 100 guests

Menu Planning Consultation

Collaborative menu planning with the catering team to customize menu

Private Tasting with the Chef

Scheduled tasting experience prior to the wedding day

Professional Service Staff

Experienced service team to support food service and guest flow

Dishware & Cutlery

All dishware, cutlery, glassware included

Custom Designed Cake

3-tier custom wedding cake

Cake Cutting Service

Cake cutting provided as part of the catering service

Service Coordination

Catering service coordinated with timelines and event flow

Gratuity

Included with catering services

Bar Service (additional \$)

Optional bar service



The Core Science All-Inclusive Package

Based on 100 guests

Venue Spaces: Atrium + North Gallery

Catering & Food Service for 100 guests

3 Tier Cake + Cake Cutting

Event Furniture, Linens & Décor

Full coordination, as detailed throughout this guide,
for up to 100 guests

Additional guests, up to 350, can be included for an additional fee.

\$22,500 + hst



Scan the QR code to check availability for your date.



Spotlight EVENTS

Memorial University Conference and Event Services (CES) is dedicated to on-campus venue bookings and event management.

With a professional team of skilled practitioners, CES works behind the scenes to ensure your wedding or celebration runs smoothly.

CES is Rainbow Registered, meaning it holds national accreditation as a 2SLGBTQI+ friendly organization, welcoming all couples to celebrate their special day on campus.

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[meetatmemorial](https://www.instagram.com/meetatmemorial)



Memorial University
Conference and Event Services

At Spotlight Events, we're not just planners, we're storytellers and dream-makers, creating unforgettable weddings since 2014.

We specialize in high-end Newfoundland-based weddings, thoughtfully curating every detail so your dream day unfolds effortlessly.

With over a thousand weddings in our storybook, we're a close-knit team that believes your love story is one of a kind, so we listen, we laugh, and we guide you with a personal touch from start to finish. We handle the planning, so you can enjoy the process.

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