

Weddings & Wedding Receptions

2019



Congratulations on your engagement! Thank you for considering *The Lodge at Seven Oaks* and Conference Center for your upcoming wedding! We would be delighted to be a part of your special day. We have several options for you and are flexible when packaging your event. We will take the time to explain each service and its associated costs. No request is too big for Seven Oaks, so please do not hesitate to ask.

The Lodge at Seven Oaks and Conference Center is located on 150 acres of beautiful timber in the scenic Des Moines River Valley conveniently located on Highway 30 a short drive from Ames and Des Moines. Situated at the base of the ski trails, *The Lodge at Seven Oaks* and Conference Center with vaulted ceilings and natural knotty pine interior seats approximately 400 in a relaxed and private atmosphere. Our venue is made up of our Main Lodge, Conference Center, Coal Creek Lounge and Kitchen.

We are flexible when working with vendors. Outside caterers are allowed without any additional cost.

Contact the Seven Oaks Event Coordinator at 515-432-9457 ext. 303 to schedule a tour or to discuss your needs for a custom package and price for your event.

THE MAIN LODGE

The Main Lodge seats 220 people. This space has sixteen-foot vaulted ceilings with natural knotty pine walls and large windows facing the ski slopes. Rental time begins at 8:00AM the day of your wedding/reception and will conclude by 12:00AM. Clean-up is required to start by 11:00PM. Any additional time will be charged an hourly rate.

THE CONFERENCE CENTER

The Conference Center comfortably seats 200 people and is attached to the Main Lodge. This space has vaulted ceilings with natural knotty pine walls, a fireplace and large windows facing the ski slopes. The Conference Center may be rented in addition to the Main Lodge.

Your rental includes:

- Wireless internet
- Pre-event setup of tables and chairs by site staff
- 44 round tables (48") Seats 6 per table
- 16 round tables (60") Seats 8 per table
- 40 classroom tables (18" by 48") Seats 2 per table
- 6 rectangular tables (6ft)
- 2 rectangular tables (8ft)
- Outdoor Courtyard with Tables, Umbrellas & Lighting
- A Large lawn suitable for Ceremonies, Large Tents & Games
- Exclusive Use of Coal Creek Lounge
- Two Bartenders for eight (8) hours
- Exclusive Use of our Kitchen



WEDDING CEREMONY

Wedding Ceremonies may be held inside your rented space or outside on the lawn. An additional fee will be added unless it is included in a package.

Seven Oaks does not provide space for a wedding ceremony without rental of the Main Lodge.

FRIDAY SET-UP/REHEARSAL

The space rented for Saturday (i.e. either the Main Lodge or both the Main Lodge and the Conference Center) may be rented for a minimum of six (6) hours (between the hours of 9am and 9pm) for set up and/or rehearsal.

- Additional hours may be added
- Time begins when you or your equipment is scheduled to arrive
- Bar open for four (4) hours (optional)

SUNDAY CLEAN-UP

The space rented for Saturday (i.e. either the Main Lodge or both the Main Lodge and Conference Center) may be rented for two hours the following Sunday starting at 9:00am and ending at 11:00am for clean-up of the event.

Upgrades

FOOD AND BEVERAGE

Coffee (Regular & Decaf Available)

- Each serves 40 cups; includes cups

Unlimited Soda & Lemonade

- Includes cups

Bartenders

- Extra Bartender(s) Available (4 hour Min.)
- Events with more than 250 guests require a third bartender

Table Busser

- 4 hour minimum per busser

Alcohol Options

- Domestic, import, craft beer, champagne & wine available

Kegs

- Must have a minimum of 125 guests for 2nd Keg
- Domestic – Coors Light, Miller Lite, Bud Light, Busch Lite, & Budweiser
- Craft – Blue Moon, Seasonal Sam Adams & Angry Orchard
- Local – *Exile*: Ruthie, *Boone Valley*: Irish Roxie Red, & *Firetrucker*: Uptown IPA

Late Night Bite – Inquire for our late night bite options! As low as \$1/person.



AUDIO/VISUAL

Speakers and Wireless Microphone

Projector & Screen

ACCESSORIES

Table Linens

- Square*, Rectangle, and Classroom tables (*Can fit on round tables)
 - Sizes Available: 62"x62", 72"x72", 56"x120",
- Round & Rectangle Linens
 - Sizes Available: 90" rounds and 60"x120" rectangle

Cloth Napkins, Table Runners, and Chair Sashes

- Colors: Matching Colors Available, Plus More!

Chair Covers

Centerpieces

Card Box

Ceremony Chairs

Cake Stand

18x18 Dance Floor

21x21 Dance Floor

Campfire (Approx. 3-4 hours, includes firewood)



THE COMPLETE SERVICE

We love hosting events at Seven Oaks, add this option and our Event Coordinator and her team will work together to set-up your event. Including your rentals of outdoor chairs, centerpieces, chair covers, chair sashes and table runners. At the end of your event they will tear down and clean-up. No fuss no muss! Enjoy yourself at your event and let us do all the heavy lifting.



Pricing Information

Reception Pricing

Main Lodge.....	\$1,720.00
Rental includes two (2) bartenders up to eight (8) hours and includes use of the kitchen.	
Addition of Conference Center.....	\$980.00
Non-Alcoholic Event.....	\$300.00
Friday Set Up/Rehearsal (6 hours).....	\$470.00
Additional Hours.....	\$100.00/hr
Sunday Clean-Up (2 hours).....	\$350.00

Ceremony Pricing

Wedding Ceremony (Outdoor or Indoor).....	\$280.00
Addition of Conference Center as Contingency Space	\$300.00
<i>Under these terms, the Conference Center is only available for the wedding ceremony and will be closed directly after.</i>	

Upgrades

Table Linens, Chair Covers, Chair Sashes & Table Runners.....	Page 6
Centerpieces.....	Inquire
Cake Stand.....	\$15.00
Card Box.....	\$20.00
Cloth Napkins.....	\$1.00/ea
Coffee.....	\$20.00
Unlimited Soda & Lemonade.....	\$225.00
Bartender.....	\$17.00/hour
Busser.....	\$17.00/hour
Domestic Keg.....	\$295.00/ea
Craft Keg.....	\$345.00/ea
Local Keg.....	\$395.00/ea
Special Alcohol Request.....	Inquire
Late Night Bite.....	As low as \$1/person: Inquire
Ballatore Gran Spumante.....	\$15.00/ea
Speakers and Wireless Microphone.....	\$150.00/day
Projector & Screen.....	\$35.00/day
18x18 Dance Floor.....	\$450.00
21x21 Dance Floor	\$550.00
Ceremony Chairs (Minimum of 100 Chairs).....	\$2.00/ea
The Complete Service.....	\$700.00
Campfire (Approx.3- 4 hours).....	\$45.00
Canoe, Kayak, River tube and Paintball.....	Inquire

**Prices do not include sales tax. All prices are subject to change. Service fees are included in pricing.*



Packages

**Our Most Popular Package*

**Add any upgrade to create a custom package for your wedding!*

Basic Package.....\$2,545

Rental of Main Lodge, Friday Set-Up for 7 Hours, Use of Kitchen, 2 Bartenders for 8 hours, 1 Busser for 5 hours, and Wedding Ceremony

Classic Package..... \$3,735

Rental of Main Lodge, Friday Set-Up for 7 Hours, Use of Kitchen, 2 Bartenders for 8 hours, Table Linens, 1 Busser for 5 hours, Unlimited Soda & Lemonade, Dance Floor (21x21) and Wedding Ceremony

Ultimate Package*..... \$4,720

Rental of Main Lodge and Conference Center, Friday Set-Up for 8 Hours, Use of Kitchen, 2 Bartenders for 8 hours, Table Linens, Cloth Napkins, 1 Busser for 5 hours, Coffee, Unlimited Soda & Lemonade, Dance Floor (21x21), 1 Bottle of our House Champagne and Wedding Ceremony

Supreme Package.....\$5,995

Rental of Main Lodge and Conference Center, Friday Set-Up for 8 Hours, Use of Kitchen, 2 Bartenders for 8 hours, Table Linens, Table Runners, Cloth Napkins, Chair Covers, Chair Sashes, Centerpieces, Card Box, Cake Stand, 1 Busser for 5 hours, Coffee, Unlimited Soda & Lemonade, Dance Floor (21x21) 2 Bottles of our House Champagne, Ceremony Chairs and Wedding Ceremony

Bonus: Book any package and receive a 20% off group activity coupon. Great for bachelor/bachelorette parties or fun outings with your friends and family! Canoe, river tube, kayak, paintball, ski, snowboard or snow tube.

Service Fees are included in pricing. Prices do not include sales tax. Gratuity is not included at Coal Creek Lounge. All prices are subject to change.



Rental Information

Table Linens

Polyester –32 Colors Available

90" Round.....	\$12.00ea
60" x 120" Rectangle.....	\$12.00ea
13" x 108" Table Runner.....	\$5.00ea

Polyester –White, Black & Ivory Only

62" x 62" Square.....	\$9.70ea
72" x 72" Square.....	\$9.70ea
52" x 120" Rectangle.....	\$9.70ea

Satin – Inquire for Color Options

85" x 85" Square Overlay.....	\$12.00ea
120" Round.....	\$17.00ea
90" x 156" Rectangle.....	\$17.00ea
13" x 108" Table Runner.....	\$5.00ea

Burlap

90" Round.....	\$12.00ea
120" Round.....	\$20.00ea
60" x 120" Rectangle.....	\$12.00ea
13" x 108" Table Runner.....	\$5.00ea

Sequin – Inquire for Color Options

120" Round.....	\$25.00ea
90" x 156" Rectangle.....	\$30.00ea
13" x 108" Table Runner.....	\$7.00ea

Lace – White

13" x 108" Table Runner.....	\$5.00ea
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Chair Covers & Sashes

Chair Covers –White, Black & Ivory

Spandex Chair Covers.....	\$1.50ea
Lifetime Chair Covers.....	\$2.00ea

Chair Sashes – 78 Colors Available

Spandex Chair Sashes w/ Rental of Chair Cover.....	\$1.00ea
Chair Sashes w/ Rental of Chair Cover.....	\$1.00ea
Chair Sashes w/o Rental of Chair Cover.....	\$1.90ea

Napkins/Overlay

Polyester – 78 Colors Available

20" x 20" Napkins/Overlay.....	\$1.00ea
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