


## Special Event Pricing

The Oaks Pavilion is available to rent for any special event. The Pavilion is a 4,000 sq/ft indoor, climate controlled space that includes restrooms, indoor and outdoor lighting, a chandelier, and a moveable bar. There are also cornhole boards on site, and a parking area is located at the front of the property.

**Rental Includes:**

- Access to the Pavilion for 6 hours
  (Please include the time you will need for setup and cleanup within the rental times)
- Tables and chairs for up to 50 guests, and two 8' tables for a buffet
- Linens for included tables (various colors available based on our inventory)

**Pricing:**

**$1,800 for a 6 Hour Rental**

***NOTE*** The reception only package includes rental of the pavilion ONLY; NO ONE is permitted at the event house at ANY TIME. This package is available to book for Sunday through Thursday dates all year, or Friday and Saturday dates within 90 days of the event, and during off season (December through mid-March). Rental times are flexible but the event must end no later than 11pm, with clean up by 11:30pm. There is a 6 hour minimum for rental.

Although we include seating for 50 guests, the pavilion has seating capacity of up to 175 guests for seated events. Additional tables, chairs and linens are available for rent, if needed (see pricing below). Tables and chairs will be set up inside the pavilion prior to check-in.

All set up and clean up are the customer's responsibility and must be included within the rental times, so plan accordingly. A dumpster is located in the parking area and guests are responsible for putting all trash in the dumpster upon check out. The package does NOT include any staff for your event (staff can be added on, more information below).

A deposit of 50% of the rental price is due at the time of booking to secure the date. Final payment will be due 2 weeks prior to the event. A $400 security deposit is required to rent the pavilion due 2 weeks before the event; if customers check out on time, and the facility is left in a clean state, the customer will have their security deposit retuned.

Caterers will have access to a prep area and two 8' rectangular tables for buffet, if needed (there is no refrigeration or cooking equipment on site. All food must be prepared off site). Hiring a catering company for events is highly recommended.

Alcohol is only permitted with purchase of a bar package (information below), this is for insurance and liability reasons. A liquor license is required for any event that will serve liquor, and is the customers' responsibility to obtain. If you plan to have only beer and wine you do not need a permit.

**Additional Services:**

**Additional Hours: $225 per additional hour**

**Additional Tables, Chairs, Linens, etc:**
Tables –
5’ round or cocktail tables - **$10 each**
8’ rectangular tables - **$12 each**

White folding chairs - **$2 each**

Table Linens –
120” round (5” and cocktail tables) - **$10 each**
90 x 156” (rectangles) - **$12 each**
(many colors available)

*We also rent linen napkins, runners, chargers, décor, etc. Ask for details.

**Bar Service:**

**Bring in Your Own Beer and Wine -**

The bring your own beer & wine package gives you the option to bring in beer & wine to serve guests while we take care of setting up the bar, serving drinks & clean up. The bar will close once the beer and wine brought in is distributed or 1 hour prior to the end of the event to ensure no one leaves the premises with open containers and gives guests a chance to arrange for transportation if necessary.

Pricing Includes:

- Bartender for up to 4 hours on event night
- Bar setup including beer and wine cups and beverage napkins
- Set up/Clean up

**Bring Your Own Beer and Wine Price: $225**

**Bring in Your Own Beer, Wine and Liquor -**

The bring your own beer & wine package gives you the option to bring in any beer, wine & liquor you wish to have available for guests while we take care of setting up the bar & serving drinks, & clean up. The bar will close once the beer & wine brought in is distributed or 1 hour prior to the end of the event to ensure no one leaves the premises with open containers & gives guests a chance to arrange for transportation if necessary. The liquor option does require a permit. Please note all applicable permit fees are the clients’ responsibility.

Pricing Includes:

- Bartender for up to 4 hours on event night
- Bar setup including beer and wine cups, beverage napkins
- Mixers (sodas and juices) and garnishes
- Set up/Clean up

**Bring Your Own Beer, Wine and Liquor Price: $325**

**Coffee/Hot Chocolate Service –** service includes all serving canisters, coffee & hot chocolate mix, insulated cups, sugar, creamer & garnishes. Set up during the dessert portion of the event. **-$2 per Guest**
***NOTE* This service can only be added with a bar service package.**