



**2009**

## ***“The Lodge at Seven Oaks”***

### **Conferences, Receptions, Reunions, Parties, Meetings...**

Thank you for considering *The Lodge at Seven Oaks* for your upcoming event! Whether you are looking for a location for your next sales meeting, your company conference, planning a wedding reception or putting together your class reunion, the Seven Oaks staff is committed to working with you to make your event a success. We have several options for you to choose from and are very flexible when packaging your event. We will take the time to explain each service and their associated costs. No request is too big for Seven Oaks, so please do not hesitate to ask.

*The Lodge at Seven Oaks* is located on 150 acres of beautiful timber in the scenic Des Moines River Valley conveniently located on Highway 30 only minutes from Ogden, Boone or Ames. Situated at the bottom of the ski trails, *The Lodge at Seven Oaks* with sixteen foot vaulted ceiling and natural knotty pine interior provides a relaxed and private atmosphere comfortably seating 200 + and offers adult beverages at Coal Creek Lounge. Give us a call today to set up a tour of our facilities.

We have special deals with the local Baymont Inn to offer over 100 overnight rooms for multiple day activities. The Baymont is located in Boone and provides free continental breakfast and access to their indoor swimming pool and spa at only a few minutes drive from Seven Oaks. Contact a Seven Oaks representative for details.

Your rental of *The Lodge at Seven Oaks* will include:

- 4,000 carpeted square feet,
- heat and air conditioning
- indoor restrooms
- large lawn with picnic tables
- 40 classroom tables (18" X 48")
- 16 round tables (60")
- 14 round tables (48")
- 6 rectangular tables (72")
- 4 rectangular tables (96")
- 222 chairs
- Exclusive use of Coal Creek Lounge (additional seating for 28 ppl.)

## **Welcome**

Thank you for considering the Lodge at Seven Oaks for your upcoming event. The Lodge at Seven Oaks is used for a wide variety of functions that vary in group size, days of the week, seasons, hours, activities, food and beverage selections and special requests. Prices are established with all these variables taken into consideration. Contact Seven Oaks to discuss your needs so we can provide a custom package and price for your event. No group is too small and no request is too large for Seven Oaks, so please do not hesitate to ask.

## **Weddings**

The Wedding Reception fee of \$750.00 includes one bartender for up to six hours, set up and tear down of tables and chairs, and use of the outdoor patio with tables, umbrellas & tiki torches.

Set up/decorating can normally commence at 7:00 am on the day of the event. Clean up is required at the end of event and must be completed no later than 2:00 am.

Ceremonies may be held inside or on the lawn for a fee of \$100.00; wedding arch is included.

## **Reunions & Parties**

Use of the Lodge at Seven Oaks for reunions and parties on a Saturday up to \*9 hours - \$500.00  
(Add \$50.00 for each additional hour)

Use of the Lodge at Seven Oaks on a Friday or Sunday up to \*7 hours - \$350.00  
(Add \$50.00 for each additional hour)

\*(Hourly rate based on set up/arrival time of you or your equipment)

## **Meetings**

Use of the Lodge at Seven Oaks for meetings on Monday through Friday (Friday meetings must conclude by 4:00 pm) for up to five hours of meeting time - \$150.00 (Add \$30 for each additional hour)

## **Additional Fees**

Kitchen Fee - \$100.00 (waived if meal is catered by Seven Oaks)

Damage Deposit - \$300.00

Gratuuity of 18% will be added if Seven Oaks caters

Gratuuity of 12% will be added if Seven Oaks does not cater

## **Facility Options**

Food catering (breakfast, lunch, dinner or snacks) – see attachment

Additional Bartender - \$15.00 per hour (four hour minimum)

Domestic keg beer - \$185.00 first keg

- \$250.00 for second keg (must be minimum of 200 guests to purchase second keg)

### **More Options**

Linens - \$7.25 per table

Cloth napkins - \$.85 each

Audio/Video system - \$50.00 per day

PA system - \$35.00

Hi-speed Wireless Internet - \$50.00 per day

Large Grill - \$35.00

Clean up - \$100.00 per hour

Party Tents available

### **Activity Options**

Valley View Round-Trip Chairlift Rides - \$95.00 per hour

Bonfire (approx. 3 hours) - \$40.00

Volleyball or Horseshoes - \$25.00

Hiking trails- see Seven Oaks Representative

Full service canoe and kayak floats- see Seven Oaks Representative

Full service river tube floats - see Seven Oaks Representative

Paintball - see Seven Oaks Representative

Prices subject to change