



Oak Glen FAQ's

1) What is the deposit?

Your package price, this is put towards your final bill. A signed contract is also required to secure your date.

2) Can we bring in our own food/beverage?

No outside food and beverage are permitted besides dessert. Dessert must be from a licensed food vendor.

3) Do you have tables and linens for the cake, gift table, etc.?

Yes, we have everything you need. After your tasting, you will receive a room diagram to play around with. I will need this completed by the final details meeting.

4) Do you have décor for rent? Pricing?

Yes, we have votives, center pieces with floating candles, and full-length linens for rent. Please ask Samantha for details.

5) Can we do a rehearsal the day before on site?

On request, most of the time yes. It depends on what events are scheduled that week. Please contact Samantha at least one month in advance to schedule.

6) Can we set up/take down the day before/after?

If we do not have anything going on those days, absolutely! Technically we cannot give a definite answer until one week prior, however I can give you a good idea a few months ahead of time. If we are unavailable, you may come in day of as soon as sunrise.

7) What time do we have to be out?

Last call is 11:30p. Lights turn on and music shuts off at midnight. Guests must be out by 12:15pm. Take down crew must be out by 2am. You may leave cars over night!

8) Do you have a sound system? Do you provide microphones?

We do have a sound system for microphones only, no music. You may rent a microphone for the evening for \$50.

More questions? Send me an email (samantha@oakglengolf.com) or bring the questions to your tasting.



9) Do we have to use vendors from your preferred list?

You may choose whoever you like for your vendors, I highly suggest to check in with our preferred vendors first to see if they are available. They are familiar with the space, are good at what they do, and are very affordable. See Samantha for our list of vendors.

10) What are the closest hotel options? Shuttle services?

AmericInn in Oak Park Heights, Comfort Inn in Oak Park Heights, and Water Street Inn in Stillwater are who we suggest. No hotels in the area provide shuttle services, however we suggest Total Transportation and Stillwater Trolley for shuttle services.

11) Do you have any restrictions on décor?

No rice, confetti, or loose glitter (\$300 cleaning fee). Real candles are allowed as long as they are contained in a glass vase or votive.

12) Do you have an arch? Does it cost extra?

Yes, we do have one! No, it does not cost extra. It is a wooden arch in the shape of a hexagon, 8ft x 8 ft.

13) Do you have isles available?

Yes, we have two black isles available for no additional charge.

14) Can we hang things from the ceiling? (drapery, floral, etc)

Yes, but no holes can be put in our walls. The room is not exactly built for drapery. Floral can be hung in our chandeliers. We do have permanent vintage string lights - to have these removed is a \$100 charge.

15) My ceremony is outside, if the weather does not permit how soon do you need to know to switch to indoors?

4 hours prior to the ceremony.

16) What is the AV/sound setup at the ceremony site?

There is an electrical outlet at the prairie ceremony. Please advise your DJ/sound crew to bring 250 ft of extension cord just in case for all outdoor ceremonies.



17) Venue is booked, now what?

Make a Pinterest board of your "theme" it will help yourself and your vendors to get an idea of what you like. Get your vendors in order: DJ/band, florist, photographer, videographer, set up crew (friends/family?), hotel blocks, shuttle services, hair/makeup, etc. After the tasting, you receive the room diagram. Work on that and get a good idea on appetizers, late night bites, and bar details. We will have one more meeting 2-2 1/2 weeks prior to the wedding to discuss everything from start to finish. Send me an email if you have any questions in the meantime.

18) When is our tasting and what should we do to prepare?

Tastings are at the beginning of each year. This may vary depending on when you booked. Before hand, you should have a good idea on a few things:

- How many people are you inviting?
- Prepare a general idea of a schedule for the day
- Bring a list of questions you have
- Bring color swatches of dresses/suits if you have them

19) What will we decide at our tasting?

Food choices (salad, main entrée, side, vegetable), napkin color, tablecloth color, charger plate color, votives, any additional rental options.

20) What deadline should we put on our invitations? When do you need to know our final counts for food/alcohol/appetizers/lunch?

I need final counts of everything 14 days prior to the wedding, I suggest making the cutoff date about 20-30 days prior to the wedding to allow for the procrastinators to RSVP on time.