



Wedding Reception Information and Amenity Packages

Thank you for your interest in hosting your upcoming wedding reception at Waverly Beach. We are excited to host your very special event. Waverly Beach is the perfect site for your wedding reception offering spectacular views of the lake but also a first class memorable experience.

Below is some information regarding wedding receptions at Waverly Beach.

Deposits: A \$1200 non-refundable deposit is required to hold your event. Your full deposit will then be applied to your food/beverage bill the night of your event. Should you cancel your date, your deposit will be forfeited.

Room Rental: We currently charge a \$400 room rental fee.

Menu: Regarding our current banquet menu and beverage pricing. Please keep in mind that our menu pricing is revised on a yearly basis. If you have any special requests, dietary needs or concerns, we would be happy to discuss those with you. You can download and print our current banquet menu from our website www.waverlybeach.com.

Complimentary Beer: You may provide complimentary beer (half barrels) for your wedding guests, however, it may start after dinner only. Under no circumstances are minors allowed to drink any alcoholic beverages (even if accompanied by a legal guardian). Violators will be asked to leave immediately.

Food Minimums: We require a \$4200 food minimum for a Saturday. Fridays require a \$2200 food minimum and Sunday through Thursdays require a \$1500 food minimum. This minimum **does not** include your bar, service charge (gratuity) or sales tax. This

minimum may also include any snacks or hors d'oeuvres you may wish to include before your dinner, during cocktail hour, or later in the evening. Please note that there is a \$200.00 late meal time charge if you are greater than 15 minutes past your scheduled meal time.

Decorating: On the day of your event, you are promised 10:00am as the time you may arrive for decorating. We cannot promise the day before or earlier than 10:00am because of other events that may be held the day prior. Our staff would be happy to put out simple decorations on the tables as you wish, such as table runners, party favors, etc. **No confetti, glitter, beads, or crepe paper is allowed on the table linen. Also, no tape, screws or nails allowed on any walls.** For an additional \$675 charge, Waverly Beach would provide you with a backdrop (lit or unlit) behind your head table, up lighting along the ballroom walls, and up to 6 cocktail tables. We will also rent these items out on an individual basis. \$495 for a backdrop. \$300 for up lighting and \$15 per cocktail table (6 max).

Outdoor Ceremonies: You may wish to take advantage of our Lakefront Wedding Package which includes a beautiful white arbor situated on the water's edge, white chairs set up for up to 150 people, a table for a sand ceremony with linen, podium if needed, and complimentary bottled water for your guests. This Lakefront Wedding Package would be a charge of \$650.

Bands, DJ's and other Entertainment: Any entertainment must end by 12:00 midnight. We reserve the right to monitor sound levels. Outside entertainment is restricted by a conditional use permit.

Wedding Cake: Under Wisconsin law, wedding cakes are allowed. Wisconsin law prohibits chocolate fountains and ice cream bars. No gum or popcorn allowed.

The following is provided on a complimentary basis:

Round tables (seating for 8 per table)

Exception: \$25 per extra table set up beyond your final guarantee

Table coverings (white linen)

Linen napkins (your choice of color)

Wireless microphone if needed

The cake table, gift table and head table will be elegantly skirted

****All food and beverage pricing or policies are subject to change at any time***

WEDDING AMENITY PACKAGES

OUTDOOR CEREMONY

Waverly Beach offers a picturesque location for your outdoor wedding ceremony and includes many amenities to make your day special.

Package includes:

Picturesque outdoor space for the ceremony overlooking Lake Winnebago

Bridal Arbor

Up to 150 white chairs for guests

Table with linen for sand/candle ceremony

Complimentary bottled water for wedding guests

Price \$650 – includes set-up

BALLROOM PACKAGE

Along with having your reception in our beautiful Grand Ballroom, you may add to the ambiance of the room with our Ballroom Package

Package includes:

Head Table Backdrop

Up-lighting of 64 color choices throughout the room, including the backdrop

Cocktail Tables with linen for cocktail hour

Price: \$675 – includes set-up

BALLROOM PACKAGE – A LA CARTE

Head Table Backdrop - \$495

Up-lighting of 64 color choices throughout the room, including the backdrop - \$300

Cocktail Table with linen - \$15 per table