



Cottonwood Restaurant & Bar

Wedding Information | 2020



Rustic Elegance in a Historic Setting



A SPECIAL DAY



SAY I DO TO THIS VIEW...

Perched atop a hilltop overlooking historic Truckee with the beautiful surrounding Sierras as you backdrop, host the wedding of your dreams at Cottonwood. Events Cottonwood is a unique venue with a rich history. In the early 1900s, property owner Charles F. McGlashan, one of early Truckee's most prominent citizens and an enthusiastic proponent of winter recreation, spearheaded the creation of a "Winter Carnival". "Hilltop" was the site of skiing, ski jumping from a 140' jump, and tobogganing events served by the nation's first mechanized lift. In 1928, volunteers built a warming hut from salvaged railroad ties. The ski area which evolved rose 700 vertical feet and operated until 1969. The building opened as Cottonwood on New Year's Eve 1988. Cottonwood invites you to enjoy the same comfort, camaraderie and views as did the long board skiers of a century ago.

Cottonwood is a perfect location for weddings, receptions and rehearsal dinners, accommodating up to 160 depending on the type of service preferred. Our Chef and staff will create a custom menu to suit your taste and budget. The Cottonwood event team will ensure that you and your guests leave with beautiful, long-lasting memories of your special day.

Contact us at privateparties@cottonwoodrestaurant.com and start planning your special event.



CEREMONY AND RECEPTION SITES

SUMMER/AUTUMN

THE DECK | Cottonwood's deck provides a rustic elegant setting for your ceremony, cocktail party or sit-down dinner. It has a beautiful view of historic downtown Truckee and the spectacular surrounding Sierras, café lighting and provides lovely photo opportunities. The location can be tented to extend you seasonal options. The deck accommodates up to 100 guests for a seated banquet. The deck is available with the whole restaurant buyout or for late afternoon cocktails.



INTIMATE WEDDING RECEPTIONS

In the summer and early fall parties of 25-40 guests can enjoy and a late afternoon cocktails on the deck and then move to the historic Fireplace Room to continue the party. Your guests can enjoy a seated banquet dinner or a big cocktail party vibe evening!

WINTER/SPRING

In the winter months Cottonwood's indoor rooms are cozy and delightful. The main dining room's floor to ceiling windows boast gorgeous views of historic Truckee and the surrounding Sierras. Accommodates up to 80 guests.

The historic Fireplace Room provides an inviting spot with its cozy fireplace for your rehearsal dinner or small reception. Combined with the adjacent bar is also a fun spot for your dancing or an after-party with a whole restaurant buyout.

Afternoon Weddings

Ceremony and reception on our deck or dining room between the hours of 11:00am to 3:30pm and requires a food and beverage minimum of \$2,500, not including service charge and applicable taxes. You may want to move your celebration to our historic Fireplace Room at 3:30pm based on availability or our bar. Accommodates up to 40 guests.



WHOLE RESTAURANT BUYOUT

The entire restaurant will be at your disposal for the evening. This provides you the opportunity to have a ceremony with our spectacular Sierra view as the backdrop. Guests can then move to the historic Fireplace Room for cocktails and then back to the Deck or Main Dining Room for dinner. The evening finishes with dancing in the Fireplace Room and an after-party in the adjacent bar. A buyout is available throughout the year except for holiday periods and weekends July through Labor Day.





WINTER WEDDINGS AT COTTONWOOD

(For up to 80 Guests*)

Ceremony and dinner in Main Dining Room – closure fee applies (up to 80 guests*)

Intimate reception in Fireplace Room (25-40 guests)

Professional Service Staff

Cottonwood's standard tables, chairs,
glassware, flatware & linen napkins

Cottonwood's china for up to 40 guests

Six hours 4:30pm – 10:30pm

Ample complimentary parking

Whole Restaurant Buyout Only:

Main Dining Room for ceremony & dinner | Fireplace Room & Bar for cocktail hour

Dancing in the Fireplace Room

EXTRAS TO CONSIDER

-Wedding Coordinator | Décor | Photographer

-Music (reception music indoors only in consideration of our neighbors)

-Rental services for such items as deck tenting and specialty linens and china

COSTS

Closure fee: whole restaurant \$2,750 | main dining room only \$1,750 | 6 hours 4:30pm-10:30pm

Additional hours: at \$500 per hour

Food & Beverage minimum requirement: These minimums fluctuate seasonally. Please provide your proposed dates for a quote. (See Wedding & Reception Fees for details)

AVAILABILITY

Monday – Sunday | November 1 to May 31

***60 for buffet style/ 80 for plated dinner**



INCLUDED IN OUR CLOSURE AND RECEPTION FEES

Setup and Breakdown of all In-House Equipment

Dining room - wood tables & chairs

Deck – patio tables & comfortable resin chairs

Market lights and gas heaters on the deck

Gift, cake & head table

Standard linen napkins

Glassware, flatware & votive candles

Cottonwood's china for up to 40 guests

Professional servers, bartenders & kitchen staff

Six hours 4:30pm to 10:30pm

Wedding rehearsal for day before (to be coordinated with Cottonwood's regular business)

Ample complimentary parking

CLOSURE & RECEPTION FEES

Closure Fee: whole restaurant \$2,750 | main dining room only \$1,750 | 6 hours 4:30pm-10:30pm

Additional Hours: \$500 per hour

Reception fee: \$10/person (included in buyout closure fees)

ADDITIONAL OPTIONS

Dance Floor Fee: \$400/event

Extended Hours: \$500/hour

Ceremony Fee:

Up to 75 guests \$200/ event | 76-160 guests \$400/event

Bartender Service Fee: Extended Hours | No Host Bars Only | \$50/hour (1 bartender per 50 guests)

Cake Fee Only: \$3/person only if supplying own cake and not paying a reception or closure fee

Outside Rentals: All rental items will be assessed at cost plus service charge and tax if Cottonwood staff manages the rental process

Food & Beverage Minimums: These minimums fluctuate seasonally. Please provide us your proposed dates for a quote. (Closure fees, reception fees, setup fees, outside rentals, special services, service charges and applicable taxes do not apply to the minimum. The restaurant does not allow food, beverage, merchandise, gift certificates or any other items to be removed from the premises as compensation towards minimums.)



REHEARSAL DINNER OR FAREWELL BRUNCH

Book a wedding at Cottonwood and you will not be charged for setup fees for your rehearsal dinner or farewell brunch. Food and beverage minimums required. These minimums fluctuate seasonally. Please provide us your proposed dates for a quote.

WEDDING COORDINATOR

To assist with your wedding day, we strongly recommend that you utilize the services of a professional wedding coordinator.

THANK YOU FOR CONSIDERING COTTONWOOD ON THE HILLTOP FOR YOUR SPECIAL EVENT!

