



The Pines Event Center

Wedding Packages

Thank you for your interest in The Pines Event Center! We look forward to working with you to make your occasion one to remember.

The building is all yours for the day and offers two gathering spaces. You can select from the spacious Tamarack Room that seats 230 people and/or the Birch Room that seats 50 and is perfect for smaller, more intimate events.

The Cedar Suite is a beautifully appointed space dedicated to the bride and her bridesmaids to prepare for the day and relax during the reception.

The stylish Balsam Suite is designed for the groom and groomsmen for use throughout the day.

The Pines is a year-round venue featuring heating and air conditioning, along with indoor and outdoor spaces.

The 11 acre property provides ample opportunities to enjoy the lovely landscapes and take photos.

The “Big Day” Package:

\$4,000 – over 75 guests

\$2,750 – 75 or fewer guests

- 1 hour of rehearsal time Friday (anytime between 3 p.m. - 7 p.m.) *
- 14-hour day of access Saturday (9 a.m. – 11 p.m.)
- 3 hours on Sunday for pick up (9 a.m. – 12 Noon)
- Use of the Tamarack Room for reception (seats 230 guests)
- Event coordinator on site for entire event
- Dedicated suites for both the bridal party and groomsmen

The “Day to Remember” Package:

\$4,750 – over 75 guests

\$3,000 – 75 or fewer guests

- 1 hour of rehearsal time Friday (anytime between 3 p.m. - 7 p.m.) *
- 14-hour day of access Saturday (9 a.m. – 11 p.m.)
- 3 hours on Sunday for pick up (9 a.m. – 12 Noon)
- Use of the Tamarack Room for reception (seats 230 people)
- Use of the Birch Room for cocktail reception area or any other use
- Event coordinator on site for entire event
- Dedicated suites for both the bridal party and groomsmen

The “Simply Elegant” Package: \$2,000

- 1 hour of rehearsal time Friday (anytime between 3 p.m. - 7 p.m.) *
- 14-hour day of access Saturday (9 a.m. – 11 p.m.)
- 3 hours on Sunday for pick up (9 a.m. – 12 Noon)
- Use of the Birch Room for reception (seats 50 guests)
- Event coordinator on site for entire event
- Dedicated suites for both the bridal party and groomsmen

The “I Do” Package: Fridays and Sundays only

\$3,000 – over 75 guests

\$1,750 – 75 or fewer guests

- 1 hour of rehearsal time the night before wedding (anytime between 3 p.m. - 7 p.m.) *
- 14-hour day of access the day of the wedding (9 a.m. – 11 p.m.)
- 3 hours for pick up the day after the wedding (9 a.m. – 12 Noon)
- Use of the Tamarack Room for reception (seats 230 guests)
- Event coordinator on site for entire event
- Dedicated suites for both the bridal party and groomsmen

*Additional time available for rehearsal dinner and decorating for \$125 an hour.

Packages and prices are subject to change and 5.5% Wisconsin & Oneida County sales tax

All packages include:

- Kitchen/Catering prep space
- Ceremony space
- Round tables that seat 8 and oversized, comfortable chairs
- Set up and break down of tables and chairs
- Table linens
- Ample, convenient parking
- Onsite Event Coordinator
- Outdoor patio and landscaped yard
- Fire pit and seating area (not available in the winter)
- Speakers in all entertaining areas (inside and out) with use of wireless microphone
- Bistro tables – perfect for cocktail hour
- Portable bar – locate it where you want
- Coat room
- Trash removal

Additional costs to consider:

- Catering (Caterer must be licensed and insured)
- Beverage service
- Additional use of facility, if requested: \$125 an hour
- Additional linen rentals, if requested
- Rental décor of your choice

The following policies apply to all events:

- A licensed and insured caterer is required for all weddings.
- The Pines follows all State Laws and Regulations for alcohol use. Alcohol must be purchased through The Pines. All alcohol must be served by a licensed bartender (available through The Pines)
- Events must end at 11:00 p.m. All guests and vendors must be off the premises by 11:15 a.m. or incur additional fees.
- Events taking place on holiday weekends will result in an additional fee of \$250.00.
- All events require a \$1000 non-refundable deposit.

For more information contact Julie at info@pineseventcenter.com or 715.350.8002