



## **Congratulations on your engagement!**

Thank you for considering Heartwood Conference Center & Retreat for your wedding. Our exclusive, pristine setting in the Wisconsin Northwoods will add that special touch your wedding day deserves.

We look forward to working with you, and will make certain that your wedding runs smoothly -- so you can relax and enjoy your special day.

Do not hesitate to contact us with any questions.

**Dana Popple Morlock**  
***Director of Sales & Marketing***

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toll-free 800.577.4848

Voted "Best Lodge/Retreat" by *Wisconsin Meetings* magazine

**[www.HeartwoodConferenceCenter.com](http://www.HeartwoodConferenceCenter.com)**



## 2019 Wedding Pricing Information – Eagle Lodge

Deposit/Facility Fee -- your choice of either upper level or lower level:

**\$1,900 Friday (both levels \$4,900) \$2,900 Saturday (both levels \$7,900) \$1,450 Sunday (both levels \$2,900)**

**Included in the facility fee:**

- **Ceremony:**
  - Set-up and tear-down for ceremony and reception
    - Indoor includes: white foldable chairs, piano, microphone and sound, unity table
    - Outdoor includes: white foldable chairs, electrical hookup, unity table
- **Bar & Bartender**
  - Cash bar, host bar or combination, last call is at 11:45pm
- **Dining/Reception/Dance:**
  - White table cloths (not floor length), black cloth napkins, seating up to 292, dance floor, tables, chairs, tables for gifts/cake/etc.

**Time line for upper level reception room:**

4pm Ceremony  
4:30pm Social Hour  
5.30pm Dinner  
7 – 12p Dance

**Time line for lower level reception room:**

5:30pm Ceremony  
6pm Social Hour  
7pm Dinner  
8 – 12p Dance

**Choose your own timeline when renting both levels**

*Heartwood may block lodge hotel rooms for your guests the night of the wedding, except during blackout dates. The block of rooms will be released 45 days prior to event. Rooms will be blocked in small quantity, once filled; more may be added until we run out of availability. Number of rooms blocked will be at the discretion of Heartwood staff.*

**Check-in time is 3p for lodge guest rooms (4p for cottages/duplex cabins/houses). Please note: early check-in is not an option, if you need space to get ready please reserve the night before**

*Houses, cottages, and duplexes may be reserved as part of the wedding contract, but not as part of block. Lodging rates and minimums fluctuate depending on the date chosen for your wedding.*

*No outside food or beverage is allowed at any point, especially beer/wine/etc. The only exception is professional **wedding cakes** from a licensed provider (this exclusion is for cakes only). No food/beverage favors are allowed.*

*Security personnel will be hired for the hours of the reception, and charge of \$250 will be added to your final bill.*

### **Other Wedding Options (available by pre-arrangement):**

Birch arbor at top of stairs and/or arbor at ceremony site \$100 each  
Rugged Wooden Cross \$50  
Colored napkins: starting at .50 each  
Chair covers with sash: starting at \$4.25  
Additional microphones \$10.00 each  
Yamaha Clavinova Digital Piano \$75.00 (for indoor use only)  
LCD Projector & Screen for Slide show - \$150.00  
Gift/Welcome Bag Delivery Charge - \$3.00/bag (pre-arranged with final count and received by 11am)  
Butler Passed Hors d'oeuvres - \$25.00 per staff member, per hour  
Excessive Set-up fee and/or Clean-up fee: Price determined by the job  
Custom needs: price determined by job

### **Payment Notes:**

Food & Beverages are subject to a 21% service charge. Your complete bill, including the service charge, is subject to 5.5% sales tax. Final payment is due upon arrival.

The deposit is required to guarantee your reservation and is non-refundable.

Food & Beverage minimum is \$24 per guest.

*To ensure the details match your dreams, Heartwood requests one point of contact. Up to 120 days prior to the event, Heartwood has the ability to cancel the event. If cancelled, you would receive 125% of the deposit provided to Heartwood.*

*\*Sundays of holiday weekends and New Year's Eve are priced as Saturdays.*



## 2019 Wedding Menu Options served elegant buffet style

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### One Entrée Meal Option \$24 per guest

One salad choice ~ One entrée choice ~ One side dish choice ~ One seasonal house vegetable

### Two Entrées Meal Option \$30 per guest

One salad choice ~ Two entrée choices ~ One side dish choice ~ One seasonal house vegetable

#### Salads

Mixed greens with mandarin oranges, red onion slices, with raspberry vinaigrette  
Caesar salad with fresh grated parmesan cheese and signature dressing  
Romaine blend with roma tomatoes, cucumbers, dried cranberries with choice of dressing  
Spinach salad with strawberries and sweet poppy seed dressing

#### Entrée Choices

Marinated beef flank steak  
Apricot glazed brisket of beef  
Grilled chicken breast with roasted mushrooms and champagne sauce  
Mediterranean chicken with roma tomatoes, feta cheese, olives and artichoke  
Roasted pork loin with brandy peppercorn sauce  
Herb roasted turkey breast with house made gravy  
Baked ham with maple glaze  
Salmon with dill hollandaise  
Salmon with lime salsa  
Vegetarian option

#### Alternate Entrees

(Price determined by current market value)  
Roasted prime rib of beef  
Shrimp scampi  
Mahi mahi  
Grilled portabella burger  
Customized entrée

#### Side Dishes

Couscous  
Quinoa  
Oven roasted herbed baby red potatoes  
Rough mashed yukon gold potatoes  
Wisconsin medley rice blend  
Roasted garlic whipped potatoes  
Classic pasta (buttered, marinara, alfredo or pesto)

*Kids age 5-12 are half price on the buffet, no charge for kids 4 and under.*

*Add an additional side or specific vegetable for \$2.00 per person.*

*All menus can be customized and priced to meet your needs.*

*Food & Beverage minimum is \$24 per adult guest.*



## Hors d'oeuvres

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### Hot choices *minimum order 50 servings please*

Crab cakes with chili lime sauce  
\$4.00 each

Chicken wings with honey soy glaze  
\$1.50 each

Crabmeat Rangoon  
\$3.00 each

Cream cheese wontons  
\$1.50 each

Bacon wrapped scallops  
\$4.00 each

Thai Chicken satay with sweet chili sauce  
\$3.50 each

Meatballs (BBQ, Marinara, or Sweet Chili)  
\$.50 each

Spinach artichoke wontons  
\$1.00 each

Mini BLT  
\$1.00 each

Dates stuffed with herb goat cheese and wrapped in prosciutto  
\$2.00 each

White hummus wonton cups with sage and roasted red peppers  
\$2.50 each

### Cold choices *minimum order 50 servings please*

Bruschetta with roma tomatoes and basil  
\$1.00 each

Ciabatta crisp, smoked salmon, crème fraiche, dill and lemon  
\$2.75 each

Texas caviar w/ assorted dippers  
\$2.75 per person

Green goddess salad skewers  
\$2.00 each

Black bean hummus with cilantro corn salsa  
\$1.00 each

Rainbow skewers with mango mint coulis  
\$2.50 each

Mascarpone stuffed strawberries  
\$2.00 each

Cucumber rondelle with herb goat cheese  
\$.75 each

Bacon & cheddar deviled eggs  
\$.75 each

Asparagus wrapped with prosciutto  
\$2.50 each

Pear and cheese bruschetta  
\$.75 each

Shrimp w/cocktail sauce  
\$2.00 each

## Classic Platters *(platters for 25 people)*

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Sliced deli meat, cheese & crackers  
\$95.00 per platter

Cheese & crackers  
\$60.00 per platter

Fresh fruit  
\$70.00 per platter

Vegetable crudité's with ranch dip  
\$35.00 per platter

## Snacks

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*Pizza \$3.00 per person*

*Popcorn \$1.50 per person*

*Tortilla chips with salsa and cheese dip \$2.50 per person*

*S'mores basket \$2.00 per person*

## Desserts

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Cheesecake with topping, fresh whipped cream - \$4.95 per person

Fruit pies with fresh whipped cream - \$3.95 per person

Yellow, chocolate or red velvet cupcakes with frosting and colored sugar - \$ .95 per person

*Additional options can be specifically designed to accommodate any event;  
in chef stations, butler passed, display style or any combination.  
Price determined per request.*



## Rehearsal Dinners

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*Pricing is subject to sales tax and 21% service charge*

### *Pine Lodge Restaurant*

*private dining room for up to 35 guests or pre-reserved tables in the restaurant*

*Choose up to 3 entrees from the Pine Lodge Restaurant menu in place at time of wedding for your guests to choose from. You may choose to host alcoholic drinks or just soft drinks.*

### *Eagle Lodge*

*(Space based on number of guests and/or space available)*

*Choose one meal from choices below (minimum 20 guests please)*

*Menu rates below are only available for rehearsal dinner, when wedding dinner is contracted.*

*You may choose a dinner menu item from our full catering menu if you prefer.*

#### **\$19.00 PER PERSON**

##### **WISCONSIN COOKOUT**

Black angus beef burgers  
Johnsonville bratwurst OR pulled pork sandwiches  
Onions, sauerkraut, catsup and mustard  
Apple/pecan baked beans  
Herb roasted potatoes  
Kettle potato chips  
Fruit cobbler  
Coffee, tea & water

##### **REGIONAL SOUTHWESTERN CUISINE**

Tortilla soup  
7 Layer mexican salad  
Green chili/chicken enchiladas **OR** build your own taco bar  
Mexican rice  
Cinnamon churros  
Coffee, tea & water

##### **TASTE OF ITALY**

Fresh Caesar salad  
Tri colored cheese tortellini with marinara sauce  
Rigatoni with a rich Alfredo sauce  
Italian sausage sautéed with peppers and onions or meatballs  
Warm garlic bread  
Tiramisu  
Coffee, tea & water



## Catered Lunch Options

*To be delivered to lodging unit – prior arrangements must be made minimum of 2 weeks in advance*

Assorted Sandwiches with Kettle Chips & Cookies	\$8.00 per person
Deli meat, cheese & cracker platter	\$3.50 per person
Cheese & Cracker platter	\$2.50 per person
Fresh fruit platter	\$2.75 per person
Vegetables Crudités w/ranch dip	\$1.50 per person
Chicken Wings (Buffalo, BBQ, or Honey Soy)	\$1.50 each
Meatballs (BBQ, Marinara or Sweet Chili)	\$1.50 each (3 pcs)
Nacho Chips with salsa & hot cheese sauce	\$2.50 per person
Frozen Pizza (assorted varieties)	\$3.00 per person

## Breakfast Options

*Prior arrangements must be made minimum of 2 weeks in advance, minimum 25 people*

<b>BAKERY BASKET</b>	\$5.50 per person
Selection of freshly baked muffins, scones, assorted tea breads, Breakfast pastries and bagels Accompanied by assorted spreads Coffee & tea	
<b>CONTINENTAL BREAKFAST</b>	\$6.50 per person
Selection of freshly baked muffins, scones, assorted tea breads, Breakfast pastries and bagels Accompanied by assorted spreads Assorted individual breakfast cereals Coffee, Tea, & Juices	
<b>HEALTHY START BREAKFAST</b>	\$7.50 per person
Yogurt & granola Organic steel cut oatmeal Sliced fresh fruit Skim milk, coffee & tea	
<b>NORTHWOODS BREAKFAST</b>	\$10.75 per person
Scrambled eggs French toast or pancakes Sausage or bacon Home fried potatoes Array of fresh baked goods Toaster station Assorted individual breakfast cereals Coffee, tea & juices	

\*Menu prices are subject to change.

## ***Suggestions for an amazing destination resort wedding***

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*There are many reasons why a destination wedding at Heartwood Conference Center & Retreat is unlike any other venue choice – the biggest being the collective years of experience of the Heartwood team. We understand you plan one of these events, and we plan them regularly, so we can share our knowledge of what works best so you can enjoy every minute of our wedding day.*

**Make sure you reserve the lodging you would like** for yourselves, this is a detail you do not want to forget, as the resort fills quickly. We can help you take care of that right away.

**Focus on your dream wedding details, without worry about your guests' lodging choices.** Just send out a “Save the Date” and share the need to reserve early for best choices – then do not give it another thought. Please do not take it personally if guests choose to drive back home – as life is full of demands on time and they came to share in your big day. There are six hotels within 30 minutes of Heartwood, so even procrastinators are able to find a room.

**Plan your décor look and then stop.** There are amazing resources such as Pinterest, The Knot, and others for ideas and supplies – making creativity so much easier to achieve. It can also consume you! Our suggestion is to find the theme you would like to go with and have fun as you capture your favorite ideas, and then do not look any more. We see so many black circled eyes with yet one last décor item that puts the room off balance or is just too much. Less really is more (on the room and your pocketbook).

**Plan to have a Reveal/First Look.** The photos taken of the two of you will be your favorites, gracing your wall for the rest of your life! Take your photos while you are fresh and free from the stress of having to hurry. Watching photos being taken is not fun for guests, and at a destination wedding, your guests are already here (not on the road trying to read the invitation map to find the reception site). Guests have a drink in their hand and you will want to join them. We know that tradition determined couples should not see each other before the ceremony – but that tradition is from the era of arranged marriages where you did not want anyone to run away when they saw their intended. (Be happy we are not in that time in history!)



**Be thoughtful about head tables and assigned seating.** When your wedding party contains couples, a head table is a fun choice. When the wedding party has significant others in attendance, you may want to consider doing a “sweetheart table” with just the two of you and let the wedding party sit as couples. Assigned seating is a great choice; please ensure your method is easy to communicate.

**Ask questions.** We are happy to assist you as you think through your special day and no question is silly! We provide an information packet to fill out as you plan that will not only help you think through the details but also helps us to provide the highest level of service for you (and it answers some questions as you go through it). Please know we help many, and the current week's events take top priority – keep a list of questions and we can schedule time to keep them answered for you.

**Use your social hour in place of a receiving line.** When you have a destination event, you do not “lose” guests right after the ceremony, making the old tradition of a receiving line unnecessary (and often awkward for your guests). If you line up near the bar and greet your guests as they wait for their first drink, you can take advantage of the time and give each guest a chance to congratulate you personally.



## Heartwood Alcohol Prices 2019\*

\*Subject to change and some may need 4 weeks advanced order. Custom options may be available, please inquire with your Conference Services Manager.

### Beer Pricing

	1/2 Barrel <i>124 servings</i>		1/2 Barrel <i>124 servings</i>
<b><u>BUDWEISER AND BUD LIGHT</u></b>			
BUDWEISER AND BUD LIGHT	\$ 209.00		
<b><u>COORS</u></b>			
BLUEMOON BELGIAN	\$ 263.00		
COORS LIGHT	\$ 209.00		
<b><u>MICHELOB</u></b>			
MICHELOB AMBER BOCK	\$ 209.00		
MICHELOB ULTRA	\$ 209.00		
MICHELOB GOLDEN LIGHT	\$ 209.00		
BUSCH & BUSCH LT	\$ 185.00		
<b><u>MILLER</u></b>			
LITE	\$ 209.00		
GENUINE DRAFT	\$ 209.00		
HIGH LIFE	\$ 209.00		
RED'S APPLE ALE	\$ 268.00		
<b><u>PABST BREWING COMPANY</u></b>			
PABST	\$ 185.00		
<b><u>ALE ASYLUM BREWING CO.</u></b>			
AMBERGEDDON	\$ 281.00		
HOPALICIOUS	\$ 281.00		
MADTOWN NUTBROWN	\$ 281.00		
<b><u>BELLS</u></b>			
TWO HEARTED ALE			\$ 307.00
OBERON		SEASONAL	\$ 300.00
OCTOBERFEST		SEASONAL	\$ 470.00
<b><u>CAPITAL BREWING CO.</u></b>			
ISLAND WHEAT			\$ 278.00
WISCONSIN AMBER			\$ 278.00
SUPPER CLUB			\$ 278.00
<b><u>NEW GLARUS BREWING COMPANY</u></b>			
SPOTTED COW			\$ 268.00
MOON MAN			\$ 268.00
FAT SQUIRREL		SEASONAL	\$ 268.00
<b><u>LEINENKUGEL'S</u></b>			
ORIGINAL			\$ 195.00
LIGHT			\$ 195.00
RED			\$ 258.00
HONEYWEISS			\$ 258.00
CREAMY DARK			\$ 258.00
OKTOBERFEST		SEASONAL	\$ 258.00
SUMMER SHANDY		SEASONAL	\$ 258.00

### Wine Pricing

House Wines and Champagnes: \$17.95 per bottle (5 servings) \$203.50 per case (12 bottles)

*Canyon Road wines: Merlot, Cabernet Sauvignon, White Zinfandel, Chardonnay, Sauvignon Blanc, Pinot Grigio, Pinot Noir, Moscato*

*William Wycliff Brut California Champagne, Andre Spumante Sparkling Wine*

### Bar Pricing

Bottled Beer \$4 to \$5 per bottle

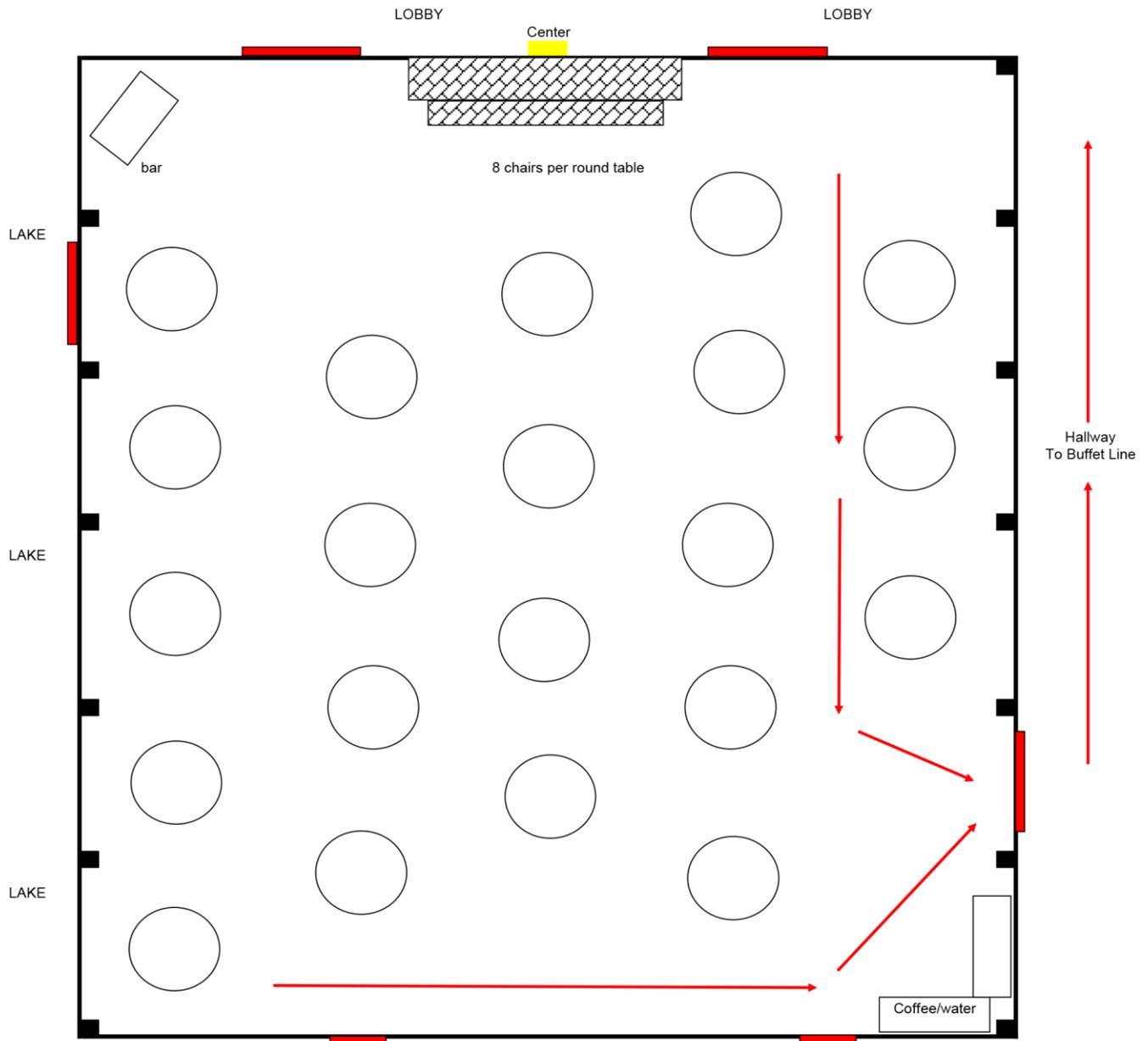
House Wine \$7 per glass

Mixed Drinks \$4 to \$8 per drink (some premium may be higher)

**Please note: no shots are allowed to be served at Heartwood  
Ask us about Signature Cocktails.**

*Prices subject to change. Version 120517*

## Max Round Tables



	Tables	seats	total
Rounds	21	x 8	= 168
8 ft Banquets		x 8	= 0
6ft Banquets		x 6	= 0
4 top		x 4	= 0
	<b>TOTAL</b>		<b>168</b>

**Measurements:**

**Cocktail Rounds**

- Large – 30" diameter, highest it goes is 42", lowest it goes is 30" – 120" linen for floor length\*
- Small – 24" diameter, highest it goes is 42", lowest it goes is 30" – 120" linen for floor length\*

**Round Dinner Tables**

- 59" diameter (seats 8 people), 29" off the ground – 120" linen for floor length\*

**Banquet Dinner Tables**

- 6 Person Table – 6' long, 30" wide, 29" off the ground – 90 x 132" linen for floor length\*
- 8 Person Table – 8' long, 30" wide, 29" off the ground – 90 x 156" linen for floor length\*

Banquet Chairs – 35" high from floor to the top, 15" wide for the back, 17" wide for the seat

Fireplace Mantles – 14' long and 11" wide. (There is a one inch lip on the edge that raises up)

Wooden Cross – 4' x 9' w/ 1" hidden in the base at ceremony location

Arbors – Upper Arbor 9' wide x 7'6" tall, Ceremony Site Arbor 6' wide x 7' tall

*\*Heartwood linen is 72" x 72" for rounds and 114" x 52" for banquet tables*