

2019-2020 Banquet & Wedding Pricing

54165 Audubon Dr., Sandstone, MN 55072

Phone: 320-245-2648; Fax: 320-245-5272

Email: reservations@ospreywilds.orgwww.ospreywilds.org

Lodging –

Please note: during our peak season, May through October, at least 2 nights of entire center rental required. November through April at least one night entire center rental is required

Entire Center (includes dining hall rental, all of our meeting spaces and lodging for up to 162 people):

- 1 night – \$3,250
- 2 nights – \$5,500

Linen, pillow, blanket, & towel sets are not included in the room rate; there is an additional \$10/person charge for renting them (advance notice required). Daily housekeeping service is not available.

Food Service (Head count for meals is needed two weeks in advance, and this is the minimum number you will be billed for.)

- Banquet meal pricing varies, but typically ranges from \$18-35/person, plus a 15% gratuity. You will have a custom consultation with our chef to find a menu that fits your needs and budget.
- We encourage the use of local, sustainable, & organic options whenever possible, and this topic can be discussed during your consultation.
- We do not allow outside catering or potlucks for the banquet meal, but you are welcome to bring in your own dessert or appetizers/snacks (we can also provide these through our food service, inquire for pricing).
- We can provide linen tablecloths and napkins for \$12/table, or just the tablecloth (for the cake table, present table, etc.) for \$6/table. Tablecloths come in black, white, and ivory; and napkins come in an array of colors.
- If you choose to serve alcohol, you are required to apply for a liquor license through Pine County, purchase event insurance listing Osprey Wilds Environmental Learning Center as an insured party and have a Peace Officer on-site during the serving period. You cannot charge for alcohol- no cash bars unless a service is used and their insurance lists Osprey Wilds Environmental Learning Center as an insured party. Beer, wine or other malt beverages are acceptable. Hard liquor is not allowed at any event.

Dining Hall Rental*

(Capacity 205)

Half-day (8 hours): \$525

Full-day (16 hours): \$1,050

We can only guarantee access to the dining hall for decorating, prep, rehearsal, etc. during the time of your rental. The dining hall might be available for these purposes outside of your rental times, but this extra use must be scheduled around our other reservations.

- If renting the entire center, dining hall is included at no extra charge from check-in time (3:00 pm) on the day of your arrival until check-out time (11:00 am) on the day of your departure.

Accommodations (All lodging buildings have handicapped accessible accommodations)

- Crosby Lodge –
 - 56 total adult capacity (lower bunks only)
 - 112 total youth/college capacity
 - 14 rooms total (4 sets of bunks & a private bath in each)
- Lowry Lodge --
 - 14 total adult capacity (lower bunks only)
 - 28 total youth/college capacity
 - 5 rooms total (3 sets of bunks in each upper level room, lower level room has 2 sets of bunks)
 - Shared baths on lower level
 - Full kitchen
- Schwyzer Lodge –
 - 22 total capacity (upper and lower bunks)
 - 5 bedrooms, 11 sets of bunks
 - 3 baths
 - Full kitchen

AV Equipment

- TV/DVD
- White board / markers
- LCD projector (\$10/hour or \$75/day)*
- Flip Chart Easel Pad and markers (\$20/tablet)
- Speaker Podium

*Note: windows in the Dining Hall and Climbing Wall Classroom make projecting a problem during daylight hours.

Outdoor Equipment *(Advance notice required. Free with lodging with exception of canoes.)*

- Canoes (\$12/day rental fee applies) Snow Shoes XC Skis Volley Balls

A reasonable amount of firewood is supplied for small campfires at our fire pits or fireplace use. If additional firewood is needed, there will be a small fee for the additional wood – please make these arrangements well in advance.

Optional Programs Costs - any of our programs, dependent on staff availability, can be added to your event. Two weeks or more advanced notice is required.

- Climbing Wall, High Ropes or Canoeing Programs – 2 hours:
\$275 for up to 15 people; each additional person = \$15
- Team Challenge (Low Ropes), Total Team (Initiative Course) and Naturalist Programs – 2 hours:
\$175 for up to 15 people; each additional person = \$10
- Wildlife & Informative Presentations (Birds of Prey, Wolf Ecology, etc.) – 1 hour:
\$200 (for entire group, regardless of size)
- We may be able to accommodate special program requests, inquire upon booking.

Payment

A \$500 deposit is required to confirm reservations. This deposit will be applied to your final bill and is refundable only if cancellation is made 120 days prior to scheduled dates. A 25% non-refundable down payment and \$500.00 damage deposit is due 60 days prior to event date. The damage deposit will be refunded within 10 days provided no additional cleaning or services incurred. Final head count, due two weeks before the event, will be the minimum number billed for. The balance must be paid upon arrival.

An additional cleaning and/or damage fee may be assessed for all reservations where alcohol is served.

When planning your event, we ask that you try to make it as environmentally and socially responsible as possible. We are happy to provide input for how to minimize the environmental impact of your event, but here are some ideas for starters:

Avoid the use of disposables, buy locally grown or produced items when possible, actively promote recycling among your guests, encourage carpooling, etc.

Thank you for doing your part to protect the environment!