



2023-2024 Banquet & Wedding Pricing

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Phone: 320-245-2648

Email: reservations@ospreywilds.org

www.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 – \$3,495
- 2 nights – \$5,895

Linen, pillow, blanket, & towel sets are not included in the room rate; there is an additional \$12/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 \$20-35/person, plus a 15% gratuity.
- 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 \$18/table, or just the tablecloth (for the cake table, present table, etc.) for \$10/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 lecture style seating, Max dining capacity 180*)

Half-day (8 hours): \$750
Each additional hour \$100

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.

**dining capacity depends on set up*

Accommodations (All lodging buildings have handicapped accessible accommodations)

3 pm check in, 11 am check out - \$50/hour additional hours

- 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
 - Wood Stove
- Schwyzer Lodge –
 - 22 total capacity (upper and lower bunks)
 - 5 bedrooms, 11 sets of bunks
 - 3 baths
 - Full kitchen
 - Fireplace
 - Lakeside screen porch
 - Private dock

Miscellaneous Equipment

- TV/DVD
- White board / markers
- Speaker Podium
- Cocktail tables:
(32" diameter, 43" height) *Comes with stretchable black tablecloth, \$15 per table up to 15 tables*
- LCD projector (\$12/hour or \$79/day)*
- Fiber Optic WIFI available in all buildings

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

Outdoor Equipment *(Advance notice required.)*

- Canoes (\$25/day)
- Snow Shoes (\$6/day)
- XC Skis (\$10/day)
- Volley Balls

A reasonable amount of firewood is supplied for small campfires at our fire pits or fireplace use.

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:
\$35/person, minimum 5 up to 15 people in each 2-hour session
- Team Challenge (Low Ropes), Total Team (Initiative Course) and Naturalist Programs – 2 hours:
\$25/person, minimum 5 up to 15 people in each 2-hour session
- Wildlife & Informative Presentations (Birds of Prey, Wolf Ecology, etc.) – 1 hour:
\$295 (for entire group, regardless of size)
- We may be able to accommodate special program requests, inquire upon booking.

Payment

All deposits are non-refundable. Deposit payment is due 14 days from the date the contract was sent. Reservations will not be held if the deposit and signed contract are not received within the 14 days. The deposit amount due is calculated from the estimate and will equal approximately 25% of that amount. Deposits can be paid in the form of a check or major credit card (a 3% processing fee will be assessed for amounts over \$500 if paying by credit card). The deposit is required to hold the group reservation and may also serve as a damage deposit. The deposit will be deducted from the final amount due unless damages are incurred. Final head count, due two weeks before the event, will be the minimum number for which your group will be billed. The balance must be paid upon arrival.

A \$500 damage deposit is required 90 days prior to your event and the check will be returned to you within 30 days after your event unless there is damage or excessive clean-up after your event. Extensive cleaning is an additional \$25/hour. Damage repairs is \$50/hour plus the cost of replacement items and materials.

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!