

WEDDINGS

AT THE ALLISON INN & SPA



THE ALLISON
INN & SPA

alixann loosle



THE ALLISON
INN & SPA

alixann loosle

CONTENTS

CONGRATULATIONS

welcome

OUTDOOR VENUES

tour our gardens

INDOOR VENUES

tour our spaces

CULINARY ARTS

food & beverage

ROOMS & RECREATION

caring for your guests
area things to do

ABOUT THE ALLISON

guest amenities
the allison spa
jory restaurant

QUESTION & ANSWER

frequently asked questions

YOUR WEDDING COORDINATORS

recommended vendors

THANK YOU

contact info

CONGRATULATIONS

SITUATED ON 35 PRISTINE HILLSIDE ACRES IN THE HEART OF OREGON WINE COUNTRY, THE ALLISON INN & SPA IS THE PERFECT LUXURY HOTEL VENUE FOR A ONCE-IN-A-LIFETIME CELEBRATION

enjoy elegant surroundings on your special day, as you look forward to the splendor of many happy days ahead. we celebrate & welcome you!



TOUR OUR GARDENS



ESTATE GARDEN

a grand entrance awaits our formal garden located at the front of the hotel

CEREMONIES: UP TO 250 GUESTS

RECEPTIONS: PLATED SERVICE ONLY - UP TO 150 GUESTS

8,700 SF



MEADOW GARDEN

this welcoming, shaded retreat sits alongside a beautiful walking path

CEREMONIES ONLY - UP TO 250 GUESTS

2,500 SF



CHEF'S GARDEN

the center stage of our culinary program offers a casual, relaxed backdrop

CEREMONIES: UP TO 50 GUESTS

RECEPTIONS: BUFFET SERVICE ONLY - UP TO 50 GUESTS

2,400 SF



VINEYARD OVERLOOK

for small groups, this private site offers sweeping vineyard views and a cheers to you

CEREMONIES ONLY - UP TO 10 GUESTS

400 SF

ESTATE GARDEN

A BEAUTIFUL LAWN IS EDGED BY MANICURED GARDENS AND SCULPTURAL ART

includes: power, ceremony chairs, wine country water station (portable restrooms for cocktail hour or reception)

additional details to consider for rental: tent & lighting

\$5,000 VENUE RENTAL FEE

AVAILABLE 5:00 PM UNTIL 9:30 PM

PLEASE NOTE: NO AMPLIFIED SOUND



aniko productions



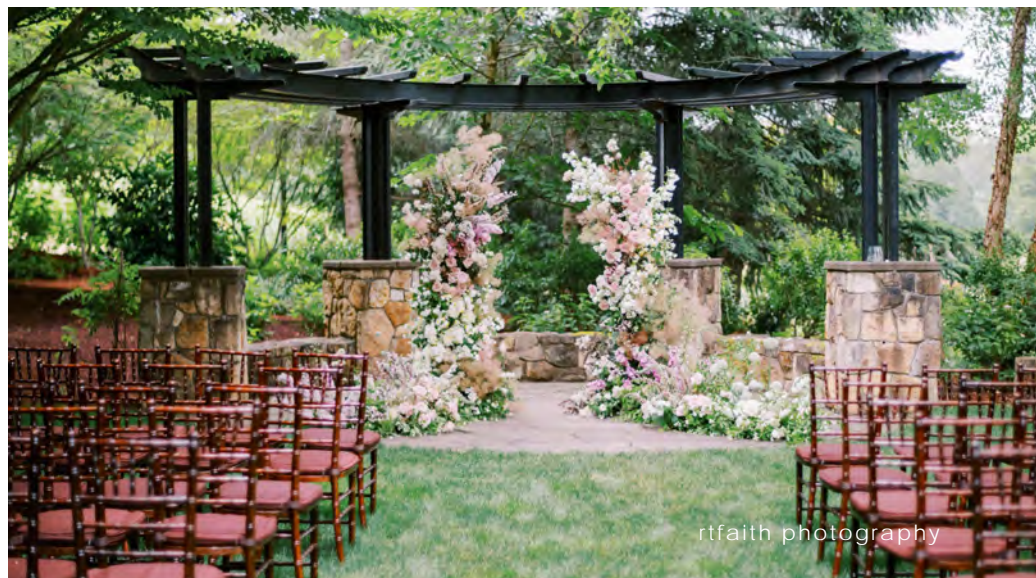
amanda k rigiero

MEADOW GARDEN

LOCATED ON THE EAST SIDE OF OUR PROPERTY BENEATH THE VINEYARD,
THE MEADOW GARDEN OFFERS A LUSH AND WELCOMING SPACE

includes: ceremony chairs, two speaker sound system with microphone,
and wine country water station

\$4,000 VENUE RENTAL FEE



CHEF'S GARDEN

EXPERIENCE THE BOUNTY OF OUR REGION WITH A TRUE GARDEN-TO-TABLE CULINARY EVENT IN THE CHEF'S GARDEN TENT AND TERRACE; A SERENE SETTING FOR AN INTIMATE REHEARSAL OR WELCOME DINNER

includes: farm tables, bistro chairs, teak patio chairs & tables, barrel tables, patio umbrellas, cafe lighting, and standard table settings

\$6,000 VENUE RENTAL FEE

FOOD & BEVERAGE MINIMUM OF \$115 PER PERSON, PLUS 25% SERVICE CHARGE (BUFFET SERVICE ONLY)



paul dyer



ambient sky

VINEYARD OVERLOOK

THE VINEYARD OVERLOOK PROVIDES A SECLUDED SETTING FOR A STUNNING ELOPEMENT OR SMALL WEDDING IN THE HEART OF OREGON WINE COUNTRY. AFTER YOUR CEREMONY, ENJOY A CELEBRATORY GLASS OF BUUBBLES AND CONCLUDE THE EVENING WITH DINNER AT OUR SIGNATURE RESTAURANT, JORY

includes: one bottle of argyle brut sparkling wine and an assortment of petit desserts

\$2,500 VENUE RENTAL FEE



TOUR OUR SPACES

INQUIRE ABOUT SPECIAL PRICING FOR WEEKDAY WEDDINGS, SUNDAY THROUGH THURSDAY



COPPERGOLD BALLROOM

includes foyer and private outdoor terrace for receptions of up to 250 seated guests

4,500 SF



SUNNYCREST BALLROOM

large windows and a small private outdoor terrace invite natural lighting

1,600 SF



SPRINGBROOK ROOM

a small intimate space for formal dinner gatherings of up to 20 people

720 SF



JORY PRIVATE DINING

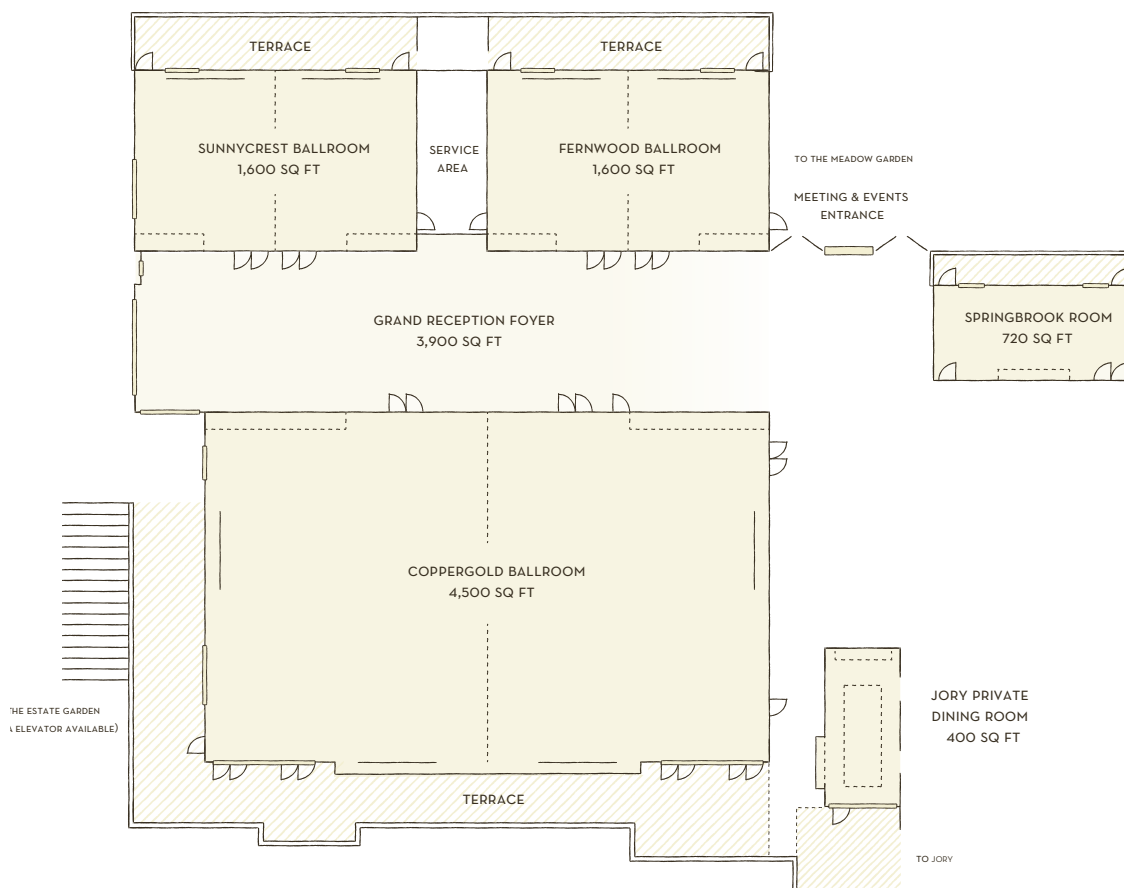
enjoy a space to celebrate inside jory restaurant for up to 12 people

400 SF

INDOOR VENUE CAPACITIES

EVENT SPACE DETAILS	DIMENSIONS	SQUARE FEET	CEILING HT	RECEPTION	THEATER	CLASSROOM	ROUNDS OF 8	U-SHAPE	CONFERENCE
COPPERGOLD BALLROOM	75' x 59'	4,500	11'	300	300	130	250	45	–
east or west only	37' x 59'	2,250	11'	150	150	70	100	30	30
GRAND RECEPTION FOYER	127' x 31'	3,900	11'	250	200	–	–	–	–
SUNNYCREST (OR FERNWOOD)	33' x 48'	1,600	11'	75	140	50	75	30	30
east or west only	33' x 24'	800	11'	40	70	25	40	15	15
SPRINGBROOK ROOM	30' x 24'	720	9'	18	–	–	–	–	20
JORY PRIVATE DINING	12' x 33'*	400	9'	12	–	–	–	–	12

ALL INDOOR VENUES INCLUDE COMPLIMENTARY WIRELESS INTERNET, WINDOWS WITH AMPLE NATURAL LIGHT, AND PRIVATE OUTDOOR TERRACES



COPPERGOLD BALLROOM

OUR LARGEST INDOOR SPACE INCLUDES THE USE OF THE GRAND FOYER
WITH DRAMATIC LIGHT FIXTURES AND SKYLIGHTS

from both spaces, you'll find beautiful views of the grounds and cost
range. a light, warm color palette is a flexible backdrop for any style.

also included is a large outdoor terrace. transform it into a swanky lounge
and take in the jewels of the night sky.

\$6,000 VENUE RENTAL FEE

FOOD & BEVERAGE MINIMUM OF \$115 PER PERSON PLUS 25% SERVICE CHARGE



rtfaith photography



rtfaith photography

SUNNYCREST BALLROOM

OUR SUNNYCREST BALLROOM IS A CHARMING EVENTS SPACE FOR
SPECIAL CEREMONIES AND DINNER CELEBRATIONS

floor-to-ceiling windows and a small private outdoor terrace light up
the room.

this bright and airy surround inspires an array of design and décor—from
wine country casual to classic elegance.

\$2,000 VENUE RENTAL FEE

FOOD & BEVERAGE MINIMUM OF \$115 PER PERSON PLUS 25% SERVICE CHARGE



SPRINGBROOK ROOM

OUR SPRINGBROOK ROOM IS PERFECT FOR SMALL WEDDING OR REHEARSAL DINNERS AND INCLUDES A SMALL PRIVATE OUTDOOR TERRACE THAT INVITES THE BREEZE TO COCKTAIL HOUR

an elegant king's table sets the stage for intimate gatherings with an elevated and romantic feel.

beautifully-coursed dinners with elevated wine pairings complete the scene.

\$900 VENUE RENTAL FEE

FOOD & BEVERAGE MINIMUM OF \$115 PER PERSON PLUS 25% SERVICE CHARGE



connected hospitality



the marshalls

JORY PRIVATE DINING ROOM

ENJOY A GROUP DINING EXPERIENCE AT OUR EXCLUSIVE GARDEN-TO-TABLE- INSPIRED JORY RESTAURANT

guests may select from any of our seasonal dinner menu offerings in the private dining room.

this room features an outdoor terrace, as well as a comfortable indoor seating area to enjoy cocktails before dinner.

\$800 VENUE RENTAL FEE

FOOD & BEVERAGE MINIMUM OF \$900 (FOR DINNER) PLUS 25% SERVICE CHARGE



greg pierce

CULINARY ARTS

OUR EXPERIENCED ONSITE CULINARY TEAM WILL ELEVATE YOUR EVENT, ACCENTUATING THE NATIVE FLAVORS OF THE WILLAMETTE VALLEY WITH A FOCUS ON FRESH AND SEASONAL FARM-TO-TABLE AGRICULTURE

we draw our inspiration from high-quality local food and wine producers and are proud to serve dishes that highlight the best ingredients grown in oregon.

MENU OPTIONS CHANGE SEASONALLY FOR THE BEST QUALITY AND FLAVOR



MENU TASTINGS

WE ARE PLEASED TO OFFER A COMPLIMENTARY MENU TASTING
FOR TWO GUESTS

tastings will be available within 60 days of your wedding day, by
appointment during the weekdays.



SAMPLE SPRING MENU

TRAY-PASSED HORS D'OEUVRES

- mushroom duxelles tartelette
- WITH TRIPLE CREAM BRIE
- shrimp 'taco'
- WITH SMOKED OLIVE OIL KOHLRABI
- garlic-ginger pork belly skewers
- WITH CANDIED GARLIC PURÉE

WILLAMETTE VALLEY THREE-COURSE PLATED DINNER

- spring garden salad
- BABY GARDEN GREENS WITH RADISH, GARDEN HERBS, ONION, CANDIED GARLIC, SUNFLOWER SEEDS AND VERJUS VINAIGRETTE
- PAIRED WITH TEUTONIC ROSÉ OF PINOT NOIR

- seared salmon
- CRISPY POLENTA, TOMATO CONFIT, SUMMER SQUASH, PEPITA DUKKAH, CORN CREAM SAUCE
- PAIRED WITH ADELSHEIM "CAITLIN'S RESERVE" CHARDONNAY

• OR •

- beef tenderloin
- WHIPPED POTATOES, ASPARAGUS, ROASTED MAITAKE MUSHROOMS, CARAMELIZED ONIONS, PINOT NOIR JUS
- PAIRED WITH BROOKS' TEMPERANCE HILL VINEYARD PINOT NOIR

- wedding cake
- CHEF'S SELECTION OF PETIT FOURS



SAMPLE DRINK MENU

HOSTED DELUXE BAR

- deluxe brand liquors
- assorted beer, wine, soda, mineral water
- tableside wine service
- argyle brut sparkling toast

SIGNATURE COCKTAILS

- lavender blueberry vodka spritzer
VODKA, CLUB SODA, FRESH LIME, BLUEBERRY & LAVENDER SIMPLE SYRUP ON THE ROCKS. GARNISHED WITH A SPRIG OF LAVENDER AND FROZEN BLUEBERRIES
- summertime old fashioned
BOURBON, ST-GERMAIN, ANGOSTURA BITTERS ON THE ROCKS. GARNISHED WITH A LEMON TWIST



WITH OUR COMPLIMENTS

THE FOLLOWING ITEMS ARE INCLUDED IN YOUR SITE FEE FOR INDOOR EVENTS IN THE COPPERGOLD BALLROOM & TERRACE, SUNNYCREST BALLROOM, AND THE SPRINGBROOK ROOM

- linens & accessories
- GARNIER-THIEBAUT IVORY UNDERLAY, OVERLAY GLASS HURRICANES, AND VOTIVE CANDLES

- place settings
- FRETTE IVORY LINEN NAPKINS
- WHITE CHINA
- STAINLESS STEEL FLATWARE
- GLASSWARE

- setup
- MAHOGANY CHIAVARI CHAIRS WITH CUSHIONS
- COCKTAIL TABLES, HIGHBOY TABLES, ROUND TABLES; TABLES FOR RECEPTION, GIFTS, GUESTBOOK & WEDDING CAKE
- 16' X 16' OAK DANCE FLOOR

- the details
- VALET PARKING FOR YOU AND YOUR GUESTS
- WEDDING EVENTS MANAGER FROM THE ALLISON TO OVERSEE YOUR EVENT

EXTEND YOUR STAY



BEFORE THE WEDDING

visit the allison spa

UNWIND FOR THE WEEKEND WITH TREATMENTS IN OUR SPA

[LEARN MORE](#)

rehearsal dinner

PREPARE FOR THE BIG DAY AT A REHEARSAL DINNER IN THE CHEF'S GARDEN

[LEARN MORE](#)



AFTER THE WEDDING

brunch

ENJOY BRUNCH ON OUR COPPERGOLD BALLROOM TERRACE

[LEARN MORE](#)

wine tasting picnic lunch or farewell dinner

ORGANIZE A GROUP WINE TASTING EXCURSION WITH A PICNIC LUNCH PREPARED BY OUR CULINARY TEAM

OR STROLL THROUGH OUR VINEYARD TO A CASUAL FAREWELL DINNER AT RAIN DANCE VINEYARDS

[LEARN MORE](#)



BRUNCH ON THE TERRACE

AFTER YOUR WEDDING CELEBRATION, ENJOY A FAREWELL BRUNCH
HOSTED ON OUR OUTDOOR COPPERGOLD BALLROOM TERRACE

our brunch menu includes decadent culinary offerings to fuel you
for a day of travels further afield or for exploring the beautiful
willamette valley.

indulge with a specialty breakfast station and cheers with wine country
mimosas ... to a beautiful wedding!



CARING FOR YOUR GUESTS (AND FOR YOU!)

SHOULD YOU RESERVE AT LEAST 10 GUESTROOMS, WE ARE PLEASED TO OFFER A SPECIAL GROUP CONTRACTED RATE EXCLUSIVELY FOR YOU AND YOUR GUESTS UNTIL 30 DAYS PRIOR TO YOUR WEDDING DAY

please note, there is a two-night minimum stay for guestrooms depending on the date and availability at the time of confirmation.

in booking a full wedding weekend at the allison inn & spa we are pleased to include one complimentary deluxe king guestroom for the wedding couple on their wedding night. the complimentary room is reserved outside of the required minimum guestroom commitment.

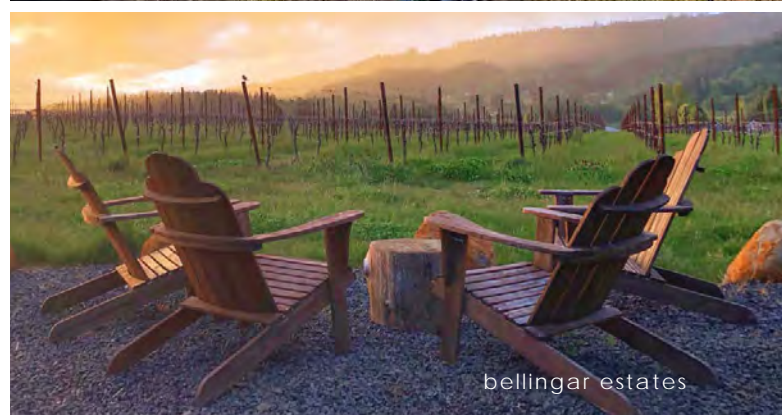




multnomah falls



wine de roads



bellingar estates

AREA THINGS TO DO

THE WILLAMETTE VALLEY IS HOME TO OVER 500 WINERIES AND IS
RECOGNIZED AS A LEADING PRODUCER OF WORLD-CLASS PINOT NOIR

explore the many tasting rooms and vineyard views nearby.

in addition to wine tasting, guests may enjoy a variety of minutes-away
activities including hot air ballroom rides, wine country cycling, culinary
experiences, and hiking.

scenic vistas abound. a day trip to our majestic oregon coast or to
breathtaking waterfalls at silver falls state park or the columbia river
gorge will make your guests' day.

ABOUT THE ALLISON

A LUXURY RESORT OF 85 GUESTROOMS INCLUSIVE OF EIGHT SUITES

approximately 45 minutes south of portland, oregon, the allison sits in view of snow-capped mountain ranges, rolling hillsides, working vineyards, and agricultural farmlands in the heart of willamette valley wine country.



GUEST AMENITIES

EACH ACCOMMODATION INCLUDES A TERRACE OR BALCONY, GAS FIREPLACE, SPA SOAKING TUB, ORIGINAL ARTWORK, AND LUXURIOUS CUSTOM-CRAFTED FURNISHINGS

COMPLIMENTARY AMENITIES FOR GUESTS

filtered water and "local" snack basket in each guestroom

nespresso coffee maker in each guestroom

spa sauna and steam rooms during spa hours

indoor pool and whirlpool

valet and self-parking

fitness studio

no sales tax in oregon

no resort fee



THE ALLISON SPA

THE AWARD-WINNING ALLISON SPA IS A LUXURIOUS AND FULL-SERVICE 15,000-SQUAREFOOT FACILITY DEDICATED TO YOUR HEALTH AND WELLNESS.

alongside 12 treatment rooms, spacious lounges are accompanied by private outdoor landscaped garden patios and fire pits.

treat yourself and your troupe to a relaxing day before your wedding festivities begin!

with two saunas, steam rooms, an indoor vanishing-edge pool, spa whirlpool, premier fitness studio, full-service nail salon, and retail boutique, there is at least a day's worth of relaxing to add to your list.



JORY RESTAURANT

OUR SIGNATURE JORY RESTAURANT IS NAMED FOR THE VOLCANIC SOIL THAT CULTIVATES MANY OF OREGON'S GRAPEVINES

with a creative, garden-to-table menu starring fresh, local ingredients and an award-winning 800 label wine list, jory offers a delightful taste of the willamette valley and beyond.

in jory bar, discover many wines-by-the-glass, seasonal cocktails, and small plates.

group dining options at the restaurant include our private dining room and our chef's table pre-fixe dining experience, both perfect for small party rehearsals and receptions.



connected hospitality



mongkolchon akesin



paul dyer

QUESTION & ANSWER



WHAT IS A FOOD AND BEVERAGE MINIMUM?

the food and beverage minimum is the least amount you are required to spend on any combination of food and beverage. this does not include the service charge (currently 25%). you may spend more on food and beverages for your event, but you may not spend less than the required minimum. should the food and beverage minimum not be met, the balance will be charged as a facility fee.

CAN I BRING MY OWN WINE?

you may supply your own wine for your event with a corresponding corkage fee. a corkage fee of \$50 (plus service fee) per 750ml bottle is applied. the corkage fee will not apply toward your food and beverage minimum. in addition, the wine supplied cannot be on the allison inn & spa wine list (including the jory wine list).

CAN I SUPPLY THE WEDDING CAKE THROUGH AN OUTSIDE VENDOR?

yes, you are welcome to provide a cake or desserts from an outside bakery if it is from a licensed bakery. there is a \$5 per person (plus service fee) cake cutting & plating charge.

IS AUDIO VISUAL EQUIPMENT INCLUDED?

audio/visual equipment is not included. a full range of state-of-the-art audio/visual equipment is available through our in-house team. should you require audio/visual equipment, our team will connect with you to discuss your needs and provide a current pricing list and custom quote.

HOW MUCH IS THE INITIAL DEPOSIT AND WHEN IS IT DUE?

the initial deposit is based on the percentage of the combined food and beverage minimum, venue rental fee, and guestrooms (if contracted). the deposit will be due upon signing and returning the agreement by the contracted due date.

QUESTION & ANSWER

HOW DOES ADDITIONAL BILLING WORK?

fourteen days prior to your event, 100% of the estimated master account will be due, less previously submitted deposits, which will be credited toward the overall event costs. should your event go over the amount pre-paid, our accounting department will charge the credit card on file the next business day after your event.

WHAT TIME IS CHECK-IN AND CHECK-OUT?

check-in time is 4 pm, check-out time is 12 pm (noon)

WHERE DOES THE WEDDING PARTY GET READY BEFORE THE WEDDING?

we are pleased to offer a complimentary deluxe king guestroom for the wedding couple for the night of the wedding when a room block has been contracted, however, a two-night minimum stay is required. this room may be used for the wedding party for preparations before the wedding.

WHAT ARE OPTIONS FOR GUEST PARKING?

complimentary valet parking and self-parking are available onsite at the hotel.

WHAT IF MY GUEST COUNT CHANGES?

at least seven days prior to your event, you will need to inform your catering manager of the guaranteed guest count for all food and beverage functions. in the event that you do not provide a guarantee of attendance, we will automatically use the anticipated number of guests provided by you to determine the charges for which you will be fully responsible.

DO I NEED A WEDDING PLANNER?

a full-service wedding planner is required to coordinate the event particulars of your wedding day. wedding planners must be approved in advance by your catering manager, and will go through an interview process, as well as provide proof of a business license and business insurance.





YOUR WEDDING COORDINATORS

YOUR WEDDING EVENTS MANAGER AT THE ALLISON WILL BE AVAILABLE TO ASSIST WITH DETAILS RELATING TO YOUR GUEST ROOM BLOCK ARRANGEMENTS, MENU SELECTIONS, EVENT SETUP, AND TIMING

the wedding events manager will be onsite the day of your wedding to ensure a flawless event.

we require that you also secure a full-service wedding coordinator to oversee your event planning and to be in attendance on the day of your wedding. please contact our preferred coordinators to learn more about their services:

ALSTON MAYGER EVENTS

CAITLIN MCDONALD EVENTS

YOUR PERFECT BRIDESMAID

BRIDAL BLISS

THANK YOU

THANK YOU FOR CONSIDERING US FOR YOUR SPECIAL DAY

we hope to be a part of your
celebrations and wish you all the best
as you plan your happily ever after!

our allison inn & spa wedding team
looks forward to connecting with you
about your celebration details and
date availability.

2525 ALLISON LANE | NEWBERG, OR 97132
GROUPEVENTS@THEALLISON.COM



THE ALLISON
INN & SPA

alixann loosle