



OAKWOOD RESORT EVENTS

Located on the edge of Lake Wawasee, Indiana's largest natural lake, Oakwood Resort is where great moments are made! Oakwood Resort is perfect for special occasions, corporate events, your dream wedding, family gatherings, group tour excursions, or just a weekend get-away. There are many lodging options, including seventy-nine spacious rooms and luxury suites, as well as five vacation homes.

Our on-site wedding coordinators will assist you in working out all of the details, so you can fully enjoy this enchanted moment for a unique wedding. Our professional staff will welcome you and your guests like family, treating you with respect and consideration. We understand how important this big day is to you, and we're excited and thankful to be a part of making your dream wedding a reality. With a selection of indoor and outdoor areas, we have everything you need to plan the perfect wedding ceremony and reception.

Make the most of your special moment and reserve a unique wedding venue in Indiana today!

Kara Cowles | Event Coordinator

Kara.Cowles@OakwoodResort.com
574-457-7100 x 157
www.OakwoodResort.com

NOW BOOKING 2024 EVENTS & BEYOND!

Contact our events team to secure your booking today!



Venue
PRICING

Friday-Sunday	Weekday	Venue
\$5,000.00	\$3,750.00	GRAND LAWN & GAZEBO - FULL EVENT*
\$1,500.00	\$1,125.00	GRAND LAWN & GAZEBO - CEREMONY ONLY
\$3,500.00	\$2,650.00	GRAND LAWN & GAZEBO - RECEPTION ONLY*
\$4,000.00	\$3,000.00	HILLTOP
\$3,000.00	\$2,000.00	EVENT CENTER
\$1,500.00	\$750.00	EVENT CENTER (HALF)
\$1,250.00	\$950.00	LAKESIDE PATIO
\$750.00	\$550.00	LITTLE LAKESIDE GAZEBO
\$250.00	\$150.00	SMALL WHITE CHAPEL
\$300.00	\$225.00	CONFERENCE ROOM (EACH)
\$800.00	\$600.00	CONFERENCE ROOM (ALL FOUR)

All Venue Rentals Include:
 Black or white linens, round and rectangular tables, our standard chairs, and the use of our dinnerware and banquet staff.
 *Tent rentals are at the client's own discretion. Please ask your coordinator for tent rental recommendations.



LODGING AT OAKWOOD RESORT

Stay with us!

We offer many lodging options, including spacious hotel rooms, premium and lakeview rooms, luxury suites and vacation homes by Lake Wawasee. Complete your escape at The Pier & Back Porch, Oakwood Resort's on-site restaurant and bar. Centrally located, Oakwood Resort is less than an hour from Fort Wayne and South Bend, and less than two hours from Chicago and Indianapolis. Come to Oakwood Resort and create amazing memories. Discover the beauty, history and traditions of lake life and a sense of community at our locally-owned and operated resort.

AMENITIES AT OAKWOOD RESORT

We may be a bit biased, but we think our resort is the best in the Midwest. Enjoy our on-site restaurant and bar, The Pier & Back Porch, with indoor and seasonal outdoor seating. The Oakwood Coffee & Creamery is an authorized purveyor of Starbucks and offers an amazing selections of coffees, teas, refreshers, cappuccinos, frappuchinos and espressos.

We are proud to offer the following services and amenities:

- Complimentary continental breakfast on weekdays
- Floating tiki bar*
- Boat slips*
- Use of beach for our hotel guests*
- Kayaks and paddleboard rentals*
- Complimentary use of bicycles*
- Mini refrigerator in every hotel room
- Pet-friendly
- Kid-friendly; board games and game room
- Fitness room
- Business center
- Free Wi-Fi

*Seasonal offering

HILLTOP

A wedding space with a beautiful view of Lake Wawasee...

Overlooking beautiful Lake Wawasee, our two-story Hilltop banquet center can accommodate up to **200 guests** on each floor. The brick patio, located outside the lower level, is ideal for ceremonies, cocktail hours and receptions!

What could be more romantic than a sunset ceremony with an overview of the shores of Lake Wawasee? Afterwards, move your reception indoors and have a panoramic view of our beautiful property and lake all evening long.



EVENT CENTER

Celebrate your love in style (and comfort!)

At the center of the park, our Event Center has a spacious auditorium and larger, adjoining banquet rooms. Seating up to **700 guests**, this venue is a perfect setting for wedding ceremonies and receptions.

Our largest event space offers a climate controlled environment, high ceilings (ideal for lighting and drapery) and the opportunity for a large dance floor for you and your guests to dance the night away on!



CONFERENCE ROOMS

A great indoor venue for upwards of 100 guests!

Conveniently located inside of our hotel, our conference rooms can accommodate **10-100 guests!** Air walls gives this space the ability to be one room, two rooms, three rooms or four!

Our conference rooms also work great for bridal showers, rehearsal dinners and/or post-wedding brunches!

The possibilities are endless with this versatile space.



GRAND LAWN & GAZEBO

Get married in front of Lake Wawasee and continue your night on our spacious, lush green lawn!

Our beautiful lawn is an ideal venue for outdoor ceremonies and receptions. We do allow tents* on the larger part of the lawn if you wish to have a tented event!

Interested in an outdoor ceremony and an indoor reception? Move indoors to one of our climate-controlled venues after your lakeside ceremony has concluded!

*Please connect with an event coordinator for tent company recommendations and to learn about the terms that may apply!



LAKESIDE PATIO

Enjoy a tented event with a view of Lake Wawasee!

With space for up to **80 guests**, our tented Lakeside Patio is great for ceremonies, cocktail hours, receptions, bridal showers, post-wedding brunches and so much more!

Heaters: \$50.00 per heater

Tent Sides: \$250.00 (request requires a day's notice)



SMALL LAKESIDE GAZEBO

Perfect for intimate weddings!

Located beside our Lakeside Patio, our small gazebo is a great venue option for ceremonies with less than **50 guests**. Afterwards, move over to our tented patio for your reception!

Check out our intimate wedding packages! We have great offers for smaller events.



SMALL WHITE CHAPEL

A beautiful space for an intimate ceremony!

Our small white chapel is located in the middle of our property and is surrounded by carefully manicured landscaping. With room for up to **40 guests**, your memories created in this quaint space are sure to be picture perfect.

Check out our intimate wedding packages! We have great offers for smaller events.



WHAT IS INCLUDED WITH VENUE RENTALS?

Services and Items that are included with your venue rental:

- Floor-length white linens
- White or black linen napkins
- Set up/tear down of tables based on requested layout
- Set up/tear down of our standard chairs (upgrades available)
- Full event and banquet staff
- On site staff for ceremony and reception events

Services and Items that are available for an additional fee:

- Event coordination packages
- Chair upgrades
- Audio visual equipment
- Cake cutting services
- On-site golf cart shuttle service
- Indoor and outdoor decor and glassware

Please check out our additional services page for a full list of information!

ADDITIONAL SERVICES

Rooming Block

Are you in need of hotel accommodations for you and your guests? Our on-site hotel has 79 hotel rooms and offers many amenities. Please reach out to a coordinator to hear what all our resort has to offer and how to set your room block up!

10 Room Minimum | 10% Deposit Required | 80% Room Utilization Rate Required

Catering Services

Oakwood Resort offers a variety of catering services for all events. Please take a look at our catering menu for further information. Outside catering is not permitted.

Photo Booth (\$400.00+)

\$400.00 for four hours, each additional hour is \$50.00. Each guest who uses the photo booth is able to electronically send their picture to a phone number or email.

- Props and a standard Oakwood background are provided

Signature Cocktails

Delight your guests with specialty drinks that showcase your personality!

- \$300.00 per 3 gallon dispenser
(approximately 96 servings of a 4oz. drink per three gallons)
- Custom barware is available (coozies, cups, straws, etc. - prices vary)

Golf Cart Shuttle Service (\$40.00 per hour)

Provide a comfortable mode of transportation to and from your venue for your guests! A shuttle driver is provided.

Cake Cutting Service (\$100.00)

Make the most of your special day and let our staff take the time to cut and serve your cake! Cake servers and displays are available for rent.

HOW TO BOOK

1. Build Your Package

- Choose your venue(s)
- Build your room block
- Pick your coordination service
- Reserve rental items

2. Complete the Contract

- Provide contact information
- Provide background information about your event
- Sign the contract

3. Pay the Deposit

- Venue Deposit = Full Amount
- Room Block Deposit = 10% of Estimated Room Revenue

COMMONLY ASKED QUESTIONS

Q: When do you need to know food and beverage decisions?

A: We require final headcounts and final food and beverage decisions 30 days prior to your event.

Q: Can I add a room block on later?

A: Yes, you can add a room block on at any time. *Future availability is not guaranteed*

Q: When is final payment due?

A: Final payment is due 14 days prior to your event.

Q: Do you offer in-house catering services?

A: Yes, we do!

Q: Can we hire our own wedding coordinator?

A: Yes, you are more than welcome to find and utilize your own vendors.

COORDINATION SERVICES

Free Event Coordination Service

Included with Your Venue Rental Fee | Begins 6 Weeks Prior to Event

- Organizes and Keeps Track of All Necessary Documents on Behalf of the Venue
- Vendor Referrals
- 1 Complimentary Tasting (can be completed within 6 months leading up to your event)
- Choice of 1 of Oakwood's Standard Diagrams for Your Event (will be modified to fit your guest count)

With this free service, you (the client) will provide your event coordinator with your chosen menu, timeline of events, vendor information, and anything else that pertains to your event. Your event coordinator will not be on-site for your event. Changes made within two weeks of your event will not be accepted.

Day of Timeline Management - \$1,500.00 | Valid only on Day of Event

- Includes Everything in our Free Event Coordination Service
- Custom Timeline with Collaboration Rights
- Keeps Your Event on Time Per Approved Timeline of Events

Day of Wedding Coordination Service - \$2,500.00 | Begins 6 Months Prior to Event

- Organizes and Keeps Track of All Necessary Documents on Behalf of the Venue
- Custom Timeline with Collaboration Rights
- Custom Diagram with Collaboration Rights
- Hotel Room Block Management
- Day of Event Management
- 1 Hour Rehearsal Coordination
- Timeline Distribution to all Vendors 1 Week Prior to Event
- Greets Vendors and Directs Vendor Set Up
- Vendor Referrals
- 1 Complimentary Tasting
- Up to 3 In-Person and/or Virtual Consultations
- Dedicated Cell Phone Contact Number for the 5 Days Leading Up to Your Event
- Last-Minute Changes will be Accepted until One Week Prior to Your Event

Ala Carte Services

Custom Timeline with Collaboration Rights | \$200.00

Custom Diagram with Collaboration Rights | \$200.00

Hotel Room Block Management | \$100.00

Additional Planning Consultations | \$100.00 per consultation

Additional Tastings | \$50.00 per tasting

RENTAL ITEMS

Chargers

Gold or Silver - \$1.50 per charger



Gold Beaded
\$3.00 per charger



Regular Gold Rimmed
\$2.50 per charger



Napkin Upgrades

Assorted Colors - \$1.00 per napkin

***Black or white napkins are included
with your venue rental fee***

Custom Barware

Assorted Options



Cylinder Vases

Short: \$3.00 each
Medium: \$5.00 each
Tall: \$7.00 each



Garden Bowls



\$3.00 each



Cake Stand

\$10.00 each



Cake Servers

\$10.00 per set

Donut Display

\$50.00

We do not allow candles that drip wax in our glassware or on our linens

RENTAL ITEMS

Photo Booth

\$400.00 for 4 hours

additional hours: \$50.00 per hour
props are included!



String Lights

\$500.00

maximum of 8 strands
only available in Event Center A

Dance Floor

\$300.00

size: 12 x 15



Lanterns

black and white available
\$8.00 each



Uplighting

\$10.00 per light



Hexagon Arch

\$250.00

(Decor Not Included)

CHAIR OPTIONS

Standard Chair



Included with venue rental

Spandex Chair Covers

White & Black Available



\$4.00 per spandex cover

White Resin Folding Chair



\$3.00 per chair*

MUTTON'S CHAIR RENTALS

Chiavari Chairs

Gold, White, Silver, & Black Available



\$10.00 per chair*

Vineyard Chairs



\$10.00 per chair*

Black & Fruitwood Folding Chairs



\$5.00 per chair*

Additional chair rentals available to view at www.muttonrentals.com

*Set delivery, set up and pickup fee of \$250.00 applies

A 50% deposit of the total cost is required to make a chair reservation*

AUDIO / VISUAL RENTAL ITEMS

Portable Screens

Comes with A/V Pack

80" - \$35.00 per day

120" - \$45.00 per day (ideal for Hilltop)

135" - \$55.00 per day (ideal for EC stage)

LCD Projector

\$50.00 per day

A/V Pack

A/V table, Power Strip, Extension Cord

\$15.00 per day

Microphones

Wired - \$10.00 per day

Handheld Wireless - \$15.00 per day

Lapel - \$20.00 per day

Bluetooth Portable Speaker

Rental includes one microphone of your choice

\$50.00 per day

Extension Cord

\$5.00 per day

Power Strip

\$5.00 per day

Power Tower

\$10.00 per day

50" TV

\$35.00 per day

Uplights

\$10.00 per uplight

Speaker Phone

\$30.00 per day

Photo Booth

\$400.00 for 4 Hours

Additional Hours - \$50.00 per hour

Podiums

Wooden - \$10.00 per day

Adjustable - \$15.00 per day

Flipchart Paper

Without Adhesive - \$20.00 per day

With Adhesive - \$25.00 per day

Easels

Iron - \$10.00 per day

WiFi is complimentary and available in all of our event spaces.

House Sound is complimentary in section "A" of our Event Center.

INTIMATE WEDDING PACKAGES

Enjoy an intimate wedding ceremony with your closest friends and family at our beautiful resort located on Lake Wawasee!

Classic Package - \$350.00

Package Includes:

- Officiant
- 6-inch white cake with white frosting and simple yet elegant decor
- Champagne for Two

Choice of one hour in one of the following venues:

Small Gazebo **OR** Small White Chapel

Deluxe Package - \$600.00

Package Includes:

- Officiant
- 6-inch white cake with white frosting and simple yet elegant decor
- Champagne for Two
- Three-course meal for two at the Pier & Back Porch Restaurant
- One complimentary standard hotel room for the Bride & Groom

Choice of one hour in one of the following venues:

Small Gazebo **OR** Small White Chapel

Intimate wedding packages must be booked at least 21 days in advance



OAKWOOD RESORT TOUR BOAT

Take a tour of Lake Wawasee...

The Oakwood Tour Boat was custom-built by Winninghoff in Rowley, Massachusetts. It was built in 1986 for the U.S. Parks Department, who used it as a canal tour boat in Maine. Oakwood Resort acquired the boat in July of 2013 to offer tours of scenic Lake Wawasee to our guests. The Oakwood Tour Boat is in operating beginning the third week of May through October.



- Length of Tour: 60 Minutes
- Maximum Number of Passengers: 44 People
- Public Tour Cost: \$10.00 Per Person
- Private Tour Cost: \$300.00 Per Hour

Please join us for a public or private boat ride! Our private tours are a fun activity for your wedding party and offer the perfect photo opportunities.

THINGS TO DO NEAR OAKWOOD RESORT

Local Attractions

The Frog Tavern / S.S. Lilypad
Restaurant & Bar with a Dinner Boat
1116 South Harkless Drive
Syracuse, IN 46567
(574) 457-4324

Wawasee Bowl
1201 South Huntington Street
Syracuse, IN 46567
574-457-3855

Pickwick Theatre
Movie Theatre
108 West Main Street
Syracuse, IN 46567
574-457-4160

Ride the Dixie!
75 Minute Cruises -
Memorial Day weekend through Labor Day
401 South Dixie Drive
North Webster, IN 46555
(574) 834-1080

Boat Rentals

Main Channel Marina
720 South Lakeside Drive
Syracuse, IN 46567
574-457-4200

Wawasee Boat Company
6521 East Cornelius Road
Syracuse, IN 46567
574-457-4404

Golf Courses

Maxwelton Golf Club
5721 South County Line Road
Syracuse, IN 46567
574-457-3504

Wawasee Golf Club
12388 North Bishop Road
Syracuse, IN 46567
574-457-0224

**Come see what Syracuse, Indiana
has to offer!**

LET'S CONNECT!

We invite you to contact us when you and your loved ones are planning your special day. It would be a pleasure to provide all you require to make your wedding a once in a lifetime experience and Oakwood is ready to set the stage for you!

Oakwood Events Office

Email: Kara.Cowles@OakwoodResort.com

Phone: 574-457-7100 ext. 157

Website: www.OakwoodResort.com

