



Experience the Beauty of The DeKoven Center

MAKING HISTORY WHERE HISTORY WAS MADE



The Great Hall

Amazing stained glass windows, a beamed ceiling, chandelier lighting, hardwood floors and a custom built-in bar make The Great Hall an ideal choice for your reception.

Saturday rental rate: \$4,300

Friday OR Sunday rental rate: \$4,000

Friday, Saturday or Sunday off season rental rate: \$3,500
(December—March)

Full Day Rentals Include:

- ∞ Access to the hall from 10:00am—midnight
- ∞ Your choice of 6' rectangular tables or 60" round tables
- ∞ Banquet-style chairs
- ∞ Floor length table cloths, overlays, and skirting of head table and cake table (black, white or ivory)
- ∞ Various colored cloth napkins
- ∞ Full length globe lights
- ∞ Use of house place setting package for all guests (various plates/silverware/drinkware)
- ∞ Event security from 5pm—midnight

*To reserve The Great Hall for your wedding, a signed contract and a non-refundable/non-transferable deposit of **50%** of the total rental fee is required.*

Maximum capacity of 225

600 21st Street, Racine, WI 53403
262-633-6401 | www.dekovencenter.org



The Assembly Hall

Clear windows provide a gorgeous view of Lake Michigan and inner courtyard, making this a great space for intimate weddings, showers and other important events in your life.

Saturday rental rate: \$3,300

Friday OR Sunday rental rate: \$3,000

Friday, Saturday or Sunday off season rental rate: \$2,500

(December—March)

Full Day Rentals Include:

- ∞ Access to the hall from 10:00am—midnight
- ∞ Your choice of 6' rectangular tables or 60" round tables
- ∞ Banquet-style chairs
- ∞ Floor length table cloths, overlays, and skirting of head table and cake table (black, white or ivory)
- ∞ Various colored cloth napkins
- ∞ Full length globe lights
- ∞ Use of house place setting package for all guests (various plates/silverware/drinkware)
- ∞ Event security from 5pm—midnight

*To reserve The Assembly Hall for your wedding, a signed contract and a non-refundable/non-transferable deposit of **50%** of the total rental fee is required.*

Maximum capacity of 150

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Your Ceremony

Whether you are looking for a unique indoor ceremony or a picturesque outdoor ceremony, we offer both! Nestled amongst 11 lakefront acres, St. John's Chapel is a great place to begin your happily ever after.

Ceremony Rental Rate

1:00 PM or 4:30 PM: \$550.00

Custom Time: \$900.00

(Outdoor ceremonies available ONLY May 1st — October 31st)

Ceremony Rentals Include:

- ∞ One-hour rehearsal the day before your wedding
- ∞ Three-hour, exclusive access time to St. John's Chapel and the inner courtyard
- ∞ Use of indoor sound system, piano, and pipe organ
- ∞ Two getting-ready rooms

Choose One of the Following Ceremony Times:

- ∞ 1:00pm (Chapel/courtyard access from 12:00pm—3:00pm)
- ∞ 4:30pm (Chapel/courtyard access from 3:30pm—6:30pm)
- ∞ Custom (Chapel/courtyard access from 12:00pm—6:00pm)

*To reserve St. John's Chapel for your wedding ceremony, a signed contract and a non-refundable/non-transferable deposit of **50%** of the total rental fee is required.*

Maximum capacity of 200

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Beverage Service

All beverages MUST be purchased directly through the DeKoven Center.

Great Hall bar minimum: \$1,500.00

Assembly Hall bar minimum: \$1,000.00

Hosted Bar Packages

Unlimited soda and juice

\$4.00/person for length of event

Coca-Cola, Diet Coke, Sprite, Sprite Zero, Mellow Yellow, Tonic, Lemonade, Fruit Punch, Root Beer, Ginger Ale, Orange Juice, Cranberry Juice, Apple Juice and Pineapple Juice

Beer & Wine Package

Hosted Bar: \$8.00/person for 1st hour; \$4.00/person for each additional hour

House tap beer (Miller Lite & Spotted Cow), house wine (Cabernet Sauvignon, Chardonnay, Merlot, Moscato, and Pinot Grigio), soda and juice.

Rail Package

Hosted Bar: \$10.00/person for 1st hour; \$5.00/person for each additional hour

Shots are not included

Burnett's Vodka, Kessler's Whiskey, Gordon's Gin, Cruzan Coconut Rum, Juarez Tequila, 8 Star Bourbon, Highlander Mist Scotch, J. Bavet Brandy, Cruzan Rum, house tap beer, house wine, soda and juice.

Premium Package

Hosted Bar: \$12.00/person for 1st hour; \$6.00/person for each additional hour

Shots are not included

All Rail liquors, plus Absolut Vodka, Jack Daniels Whiskey, Captain Morgan Spiced Rum, Tanqueray Gin, Jose Cuervo Gold Tequila, Korbel Brandy, Jim Beam Bourbon, Johnnie Walker Red Scotch, Bacardi Silver Rum, Disaronno Amaretto, house tap beer, house wine, house champagne, soda and juice.

Top Shelf Package

Hosted Bar: \$16.00/person for 1st hour; \$8.00/person for each additional hour

Shots are not included

All Rail and Premium liquors, plus Ciroc Vodka, Crown Royal, Gentleman Jack, Johnnie Walker Black Label, Patron, The Knot, Jameson, house tap beer, house wine, house champagne, soda and juice.

A la Carte

By the Barrel

Domestic Tap Beer

\$100.00+/quarter barrel (65—70 servings)

\$200.00+/half barrel (130-140 servings)

Domestic Tap Beer

Import/Craft Tap Beer/Hard Cider

\$150.00+/quarter barrel (65—70 servings)

\$250.00+/half barrel (130-140 servings)

*Prices vary—ask us for a specific quote!

By the Bottle

House Wine: \$15.00/750mL Bottle:

Champagne/Sparkling Wine: \$17.00/750mL Bottle

(Cook's Brut Champagne and Verdi Asti Spumante)

PLEASE NOTE:

Wisconsin State Law prohibits any beer, wine or liquor from being brought onto our premises. Failure to abide by these rules will result in confiscation of carry-ins. The DeKoven Center reserves the right to shut down the event if the problem persists. All prices are subject to change. There is a 17% service fee and 5.1% sales tax that will automatically be added to all beverage service invoices.

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Preferred Caterers

Brossman's Meet Market—Racine

(262) 639-5828 | www.brossmansmeats.com

Brossman's Features an expert catering staff with over 25 years of experience! They offer a wide variety of full service catering options, including buffet style and plated dinner service. Brossman's can give your special day the special treatment, no matter if you have 50 guests or 250 guests.

Cater WI—Brookfield

(920) 728-3160 | www.caterwi.com

From the same team who brings you "Brunch" in Milwaukee, Cater was born out of a passion for great cuisine! They know how important your big day is from start to finish, and they would be honored to be part of that. Their menu is completely customizable, and their team is ready to work with you to plan the event of your dreams.

Catering by Chef John and the Red Onion Café—Racine

(262) 619-4110 | www.redonionracine.com

Catering by Chef John and the Red Onion Café is one of Southeastern Wisconsin's premier catering services! They have been catering at the DeKoven Center for over two decades. Chef John works with you to select the perfect menu to fit within your budget, and their team works hard to ensure that the quality of food and level of service matches the inherent beauty of the DeKoven Center and its surroundings.

Charlie's Catering Company—Milwaukee

(414) 570-7500 | www.charliescateringcompany.com

Charlie's Catering Company is a trusted catering company because their staff is dedicated to composing delicious menus and providing quality service to their customers, especially for their big day.

Chef David's—Kenosha

(262) 925-8800 | www.chefdavids.com

David and Kathy have been catering since 2002 and pride themselves on sourcing the best ingredients and providing unique presentations that represent each client. For custom menus to wedding classics, Chef David is able to create the menu you want while staying on budget. Chef David is able to cater menus for vegetarian, vegan and all other dietary restrictions.

Irene's Catering Service—Milwaukee

(414) 645-4469 | www.irenescatering.com

Irene's Catering service has been in business for more than six decades, allowing them to become experts at changing and adapting to current catering trends, achieving perfect recipes, and surpassing the wants and needs of their clientele.



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Wedding Checklist

12+ Months Prior

- Envision your wedding & draw up a budget
- Create your guest list & ask parents for their list
 - *Don't forget to count yourselves! Organize names in spreadsheet for easy calculations and addressing*
- Pick a wedding date & time
 - *Select several options, then check with The DeKoven Center, officiant & important guests before finalizing*
- Book your ceremony & reception at The DeKoven Center
- Ask friends & relatives to be in the wedding party.
- Have an engagement party
 - *You may want to register for gifts beforehand.*

11-12 Months Prior

- Bride: Think about, shop for & order your gown
- Envision reception food
- Decide what type of entertainment you want
 - *A pianist for the cocktail hour, DJ or band?*
- Think about your floral décor
- Interview vendors: coordinator, photographer, videographer, reception band or DJ, & florist

8-10 Months Prior

- Book Ceremony musicians
- Order bridesmaid dresses
- Start planning your honeymoon
 - *Best deals typically 10 months out*
- Envision your wedding cake & research, interview & book a cake designer

6-8 Months Prior

- Reserve accommodations for out-of-town guests
- Send save-the-date cards
 - *This is a particularly good idea if you're marrying during a tourist or holiday season or having a destination wedding*
- Book hair & makeup artists
- Register for gifts

4-6 Months Prior

- Attend prewedding counseling
- Shop for wedding rings
- Contact calligrapher/designer & start designing wedding invitations
- Shop for formalwear
- Renew or get passports
- Hire wedding day transportation: limousines, other cars.

3 Months Prior

- Meet with your wedding coordinator to finalize your floorplan, timeline, & processional
- Give envelopes to calligrapher to address invitations
- Attend your shower
- Groom: Rent the men's formalwear
- Have the final décor meeting with your Florist/Designer
- Pay 2nd installment payment to The DeKoven Center

2 Months Prior

- Mail your invitations
- Write your vows
- Purchase gifts for parents, attendants & each other
- Hair trial
- Makeup trial
- Finalize floral selections
 - *Typically done via email*
- Contact calligrapher/designer to create signage, seating chart, programs, etc.

6 Weeks Prior

- Meet with Event Manager at The DeKoven Center to finalize attendee count, linens, floor plan & select bar package.
- Make final payment to The DeKoven Center and all other vendors
 - *Typically due 30 days prior to your wedding date*



Bridal Emergency Kit

ESSENTIALS FOR YOUR WEDDING DAY

FOR YOUR BODY

- Granola Bars, Dried Fruit and Nuts
- Champagne
- Water
- Dental Floss
- Breath Mints
- A Small First-Aid/Medicine Kit
- Eye Drops
- Sanitary Napkins & Tampons
- Foot Spray
- Deodorant



FOR EVERYTHING ELSE

- Extra Chargers
- Grip Pads for Heels
- Drinking Straw
- Superglue
- Wedding Vows/Toast



FOR YOUR DRESS

- Sewing Kit
- Safety Pins
- Fashion Tape
- Stain Remover
- Clear Nail Polish



FOR YOUR GROOM

- Lint Roller
- Stain Remover
- Comb
- Hair Gel/Wax
- Pain Reliever
- Snacks
- Breath Mints

