

# OAKFUSKEE

CONSERVATION CENTER

Pricing Guide	Entire Room 350-400 people	2/3 Room 200 or less people	1/3 Room 100 or less people	Ceremony
*Monday - Thursday	\$1,500	\$1,000	\$750	\$500
Friday and Sunday	\$5,000	\$4,000	\$2,000	\$500
Saturday	\$6,000	\$5,000	\$3,000	\$500
Non-profit Organizations	\$1,000	\$750	\$500	n/a

*Non-profit Organization pricing listed above is for events held on Monday-Thursday only.*

**\*A wedding or reception on a Monday-Thursday will have a \$1,000 fee added to the grand total.**

## Oakfuskee Rental Includes:

- 700 X back chairs
- 35 60" round tables
- 12 8-foot rectangular tables
- 10 30" high top tables
- 4 portable bars
- Staff member onsite for event
- Use of Prep Kitchen
- Microphones and podium
- TV for videos, power point, etc.
- Wi-fi/internet
- Set up and break down of furniture
- Sound System
- Use of building from 8 am - 12 am

## Additional Fees

- \$15 per table fee for tablecloths. White, ivory and black available. Cost includes cloth napkin.
- If serving alcohol, a one-day special event liability insurance is required. It is approximately \$150.
- Police officer required for extra security. \$40 an hour.
- Wedding Planning / Day of Coordinator - Ask Anna for additional information.

## FREQUENTLY ASKED QUESTIONS

- Prep kitchen is equipped with refrigerator, freezer, ice machine, rolling carts, warmer, and prep space.
- Oakfuskee allows customers to use their own vendors. A vendor list can be given upon request.
- A 20% deposit is required to hold the date for the event. The deposit is non-refundable but will be reimbursed if the reserved date is rebooked. The remaining 80% is due 30 days prior to the event.
- The Ceremony package includes up to 350 chairs set up outside for the Ceremony, use of the brides suite and grooms lounge.
- If a holiday falls on a Monday-Thursday, it will have Friday pricing. If December 31 falls on a day other than Saturday, the rate for December 31 will have Saturday pricing. Oakfuskee will be closed on New Years day, Thanksgiving day and Christmas day.