

2024 WEDDINGS

Event Facilities

GARDEN GAZEBO

Surrounded by award-winning herb gardens, the copper-roofed Gazebo, featuring open-air sides, is a beautiful and natural setting for your wedding ceremony. If the weather is not cooperating, however, we have built-in heaters, extendable awnings and customized, windowed tenting that can fully enclose the space. The Gazebo can also be utilized for additional reception seating if you have a larger group size than what our indoor space can accommodate, or for the cocktail hour if your ceremony takes place at an off-site venue.

Please note: The Herbfarm restaurant maintains the stunning gardens where the Gazebo is located and host a tour of the garden area for their dinner guests from 6:30 pm – 7:00 pm on Friday and Saturday evenings and from 4:00 pm – 4:30 pm on Sundays. We require all ceremonies to end prior to the start of the tour or to begin after the tour is complete. We also require that all outdoor amplified music cease during the duration of The Herbfarm tour.

Gazebo Capacity: Ceremonies - 130 guests
Reception seating – 90 guests seated

SAMMAMISH BALLROOM | FOYER | PATIO

After the ceremony under the Garden Gazebo, your guests can walk a few steps to our Sammamish Patio for a cocktail hour, complete with beverage service, tray-passed hors d'oeuvres and the opportunity to explore the gardens. We offer a selection of patio tables and chairs for this area, tall bistro tables, or a combination of the two. When guests are ready for the reception to begin, the patio leads directly into our Sammamish Ballroom, featuring a full wall of windows and glass doors. This indoor-outdoor connection creates a light and airy feel in the room and provides your guests with a beautiful view of the outdoor space while they dine. Combining the Northwest feel of Willows Lodge with the elegance of a premier wedding reception venue, The Sammamish Ballroom features rustic beams, a warm, neutral color scheme and access to the adjoining Foyer where we can setup a buffet table, create a lounge, feature a candy bar/buffet...the options are endless!

Ballroom Capacity: 130 guests

BURKE ROOM

Our cozy Burke Room features a stone fireplace and an outdoor patio overlooking the lovely Fireside Cellars courtyard as well as a full bathroom and floor-to-ceiling, three-way mirror. This space is used as a bridal changing room on the day of the wedding so that the bride and her attendants are able to primp and dress on-site. Please consult your catering representative for hair and make-up stylist recommendations.

Burke Room Capacity: approximately 12 guests but dependent on specific setup needs

Pricing & Timing

Food & beverage pricing is subject to a 25% service charge | ALL pricing is subject to tax

<u>PEAK SEASON</u> JUNE 1 ST – SEPTEMBER 30 TH	<u>OFF-PEAK SEASON</u> OCTOBER 1 ST – MAY 31 ST
<u>Friday Evening</u> 4pm-6pm setup 6pm-11pm event time Burke Room – 9am-11pm 11pm-12am teardown Food/Beverage Minimum: \$10,000 Facility Package Fee: \$8,000	<u>Friday Evening</u> 4pm-6pm setup 6pm-11pm event time Burke Room – 9am-11pm 11pm-12am teardown Food/Beverage Minimum: \$6,000 Facility Package Fee: \$4,000
<u>Premium Saturday</u> 10am-5pm setup 5pm-11pm event time Burke Room – 9am-11pm 11pm-12am teardown Food/Beverage Minimum: \$14,000 Facility Package Fee: \$10,000	<u>Standard Saturday</u> 3pm-5pm setup 5pm-10pm event time Burke Room – 9am-11pm 10pm-11pm teardown Food/Beverage Minimum: \$8,000 Facility Package Fee: \$6,000
<u>Sunday Flex Time</u> 2-hour setup window prior to event 5-hour event time between 12pm-10pm Burke Room – 9am-10pm 1-hour teardown window after event Food/Beverage Minimum: \$10,000 Facility Package Fee: \$8,000	<u>Sunday Flex Time</u> 2-hour setup window prior to event 5-hour event time between 12pm-10pm Burke Room – 9am-10pm 1-hour teardown window after event Food/Beverage Minimum: \$6,000 Facility Package Fee: \$4,000

*****Please inquire if you are interested in upgrading to the Premium Package on a Friday, Sunday or off-peak Saturday*****

Facility Packages

FRIDAY/STANDARD SATURDAY/SUNDAY PACKAGES INCLUDE:

- Rental of the Burke Room (bridal changing room) from 9am-11pm
- Rental of the Garden Gazebo, Sammamish Ballroom, Patio & Foyer
- Tables, chairs, dance floor, glassware, flatware, dishware & votives
- Limited selection of linens & napkins
- Four guest rooms on the night of the wedding
- Valet parking for all wedding guests
- Banquet staff to facilitate setup and teardown of all Willows Lodge provided items and offer service during the event including bartending and cake-cutting

PREMIUM SATURDAY PACKAGE INCLUDE:

- Rental of the Burke Room (bridal changing room) from 9am-11pm
- Rental of the Garden Gazebo, Sammamish Ballroom, Patio & Foyer
- Extended setup time and an extra hour of event time
- Option for indoor/outdoor dining
- Tables, chairs, dance floor, glassware, flatware, dishware & votives
- Upgraded selection of linens & napkins
- One suite on the night before and one suite on the night of the wedding
- Three guest rooms on the night of the wedding
- Valet parking for all wedding guests
- Banquet staff to facilitate setup and teardown of all Willows Lodge provided items and offer service during the event including bartending and cake-cutting

Reservations & Payments

Reservations may be made up to 18 months in advance. To reserve a date and time a signed contract and 20% non-refundable pre-payment are required. If the signed contract and pre-payment are not returned by the due date noted on the contract, Willows Lodge will release all reserved event space and guestrooms. Payment of the total estimated bill is due two weeks prior to your function. If there is a balance due to Willows Lodge or a refund due to the client after the event has taken place, the Willows Lodge will settle the balance to the credit card on file unless client gets approval for alternative arrangements made with their catering representative prior to the event date.

Event Policies

REQUIRED VENDORS

The below vendor services are not provided by Willows Lodge and clients are required to hire outside vendors for the following (please ask your catering representative for recommendations):

- Day-of coordination and/or full-service planning
- Ceremony officiant
- Floral/design/decorations
- Photography and/or videography
- Cake and/or other dessert/s
- DJ, band and/or live musicians for all music and AV equipment including speakers & microphones for the ceremony & reception

SETUP | DECORATIONS | TEARDOWN

Each wedding/special event is contracted for two hours of setup time when our staff will be preparing the room for your event and your vendors may setup as well. If we do not have any events prior to your event your vendors and/or you may begin setting up earlier, but this must be approved in advance by Willows Lodge. Willows Lodge will handle the setup & teardown of all items included in the facility package. Vendors and/or clients are responsible for the setup & teardown of any items that Willows Lodge does not provide. Please ask your catering representative about restrictions on how & what can be outsourced, but note that the following items are not allowed: sparklers, confetti, glitter, silly string, faux flower petals, uncovered candles, fog machines and anything else that could potentially ruin our space and/or equipment. Teardown must take place promptly at the conclusion of your event and all items provided by an outside vendor or the client must be removed. Willows Lodge cannot store and will not be responsible for any materials left behind after the conclusion of your event.

BEVERAGE SERVICE

Beverages for your function are purchased on a per drink basis, wine is charged per bottle. All beverages must be purchased from Willows Lodge; we do not allow outside beverages to be provided by the client and thus a corkage fee is not applicable. All wedding packages include bartending services unless you request additional bar staff in which case a fee of \$50.00 per hour, per bartender for a minimum of two hours will be charged. Willows Lodge reserves the right to refuse service to any guests that cannot provide proof of legal consumption age or who are perceived to be intoxicated above the legal limit. Willows Lodge also reserves the right to close the bar and/or end the event early if problems ensue from overly intoxicated guests.

MENUS

Please note that all food and beverage items must be provided by Willows Lodge except for a wedding cake or other type of dessert, which can be obtained through a licensed vendor. The food, beverage and miscellaneous prices quoted are subject to a 25% service charge and applicable Washington State sales tax. The menu prices are subject to change without notice but may be confirmed up to two months prior to your event.

GUARANTEED COUNTS

Your catering representative must be notified of your guaranteed guest count as well as your entrée counts (applicable for plated meals only) one (1) week prior to your event. Once received by the Catering Department the number will be considered a guarantee and is not subject to reduction. If the actual event guest count exceeds this guarantee, you will be charged for the greater number of guests.

Guestrooms

CONTRACTING FOR A BLOCK OF ROOMS

- If you would like to confirm the lowest possible group rate and the availability of guestrooms we require you to sign a guestroom contract.
- Once this document is signed you are held to the number of contracted rooms. If your guests do not book all that you have blocked you will be charged for the remaining room nights.
- The minimum requirement is 10 cumulative room nights (which means these can be booked over multiple nights as long as the total equals 10 room nights overall). The maximum number of rooms allowed is 25 per night.
- The rate in this instance would depend on which night/s you contract for rooms and how many rooms you contract for per night, but typically the set rate is equivalent to approximately a 15-18% discount.

10% COURTESY DISCOUNT

- If you do not wish to commit to a contracted block of rooms we can provide a link to our website to share with your guests to book guestrooms with a 10% discount.
- In this instance we are not holding any rooms so availability is not guaranteed.
- On peak weekends the hotel requires a 2-night minimum stay.
- A discounted rate will be offered until 30 days prior to the arrival date. After this the non-discounted, best available rate will be offered.
- The standard 72-hour cancellation policy will apply.

Hors d'Oeuvres

\$60/Dozen

minimum of one (1) dozen per item | maximum of 6 selections per event

VEGAN

Indian Potato & Vegetable Pakoras with Pakora "Pink" Sauce

Spring Rolls with Sweet Chili Sauce

Cannellini Bean & Smoked Tomato Salad on Crostinis

Caramelized Onion & Spinach Stuffed Mushrooms

VEGETARIAN

Grilled Vegetable & Mozzarella Crostinis with Pesto

Strawberry, Feta & Mint Salad with Balsamic Syrup

Beet & Goat Cheese Tartlets

Wild Mushroom & Asparagus Salad with
Shaved Parmesan on Grilled Crostinis

SEAFOOD

Grand Marnier Prawns with Sesame Seeds

Steelhead Cakes with Lemon Aioli & Fresh Herbs

Tuna Poke with Cucumber & Seaweed Salad

Shrimp & Radish Salad in Puff Pastry

MEAT

Beef & Parmesan Lollipops with Oil-Cured Tomato Aioli

Prosciutto, Goat Cheese, Fig Jam & Microgreens on Focaccia

Mini Lamb Flatbreads with Caramelized Onions &
Saffron Aioli

Beef Tip Skewers with Teriyaki Sauce

POULTRY

Smoked Duck Breast with Cherry Compote &
Goat Cheese on Grilled Crostini

Smoked Duck & Marsala-Glazed Mushrooms on Pita Chips

Lemongrass Chicken Potstickers with
Ponzu & Scallion Dipping Sauce

Chicken Quesadillas with Avocado Crema & Pico de Gallo



Lunch & Dinner Buffet

HORS D'OEUVRES

- Please select four (4) hors d'oeuvres from the full list on the previous page
- Buffet price includes one (1) of each of the four (4) hors d'oeuvres selected per person

SIDE DISHES

Mixed Greens Salad with Pear Tomatoes, Fresh Mozzarella, Toasted Pine Nuts, Pesto Vinaigrette & Balsamic Drizzle

Locally Produced & Imported Selection of Cheeses, Dried Fruit, Nuts, Gourmet Bread & Crackers

Seasonal Fresh Fruit & Berries

Parmesan & Herb Whipped Potatoes

Seasonal Vegetable Medley

CHOICE OF TWO (2) OR THREE (3) ENTRÉES:

Beef Tenderloin with Sautéed Mushrooms, Roasted Shallot Jus & Fresh Herbs

Pork a la Madrilene

Roasted Chicken Breast with Hazelnuts & Sage Brown Butter

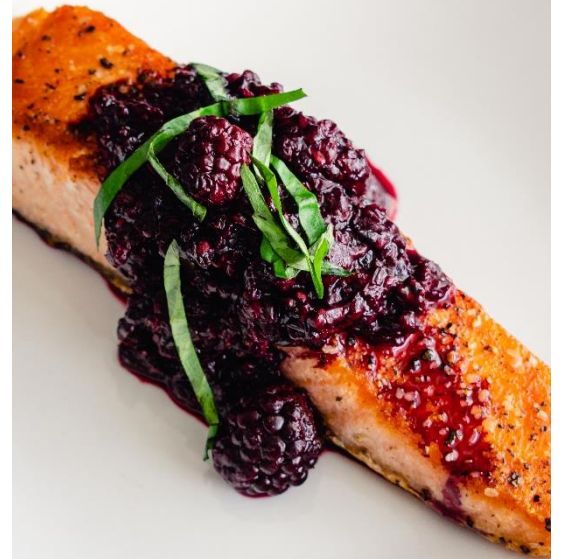
Seared Steelhead with Blackberry-Shallot Chutney

Oven-Roasted White Fish in Romesco Sauce

Vegan - Spicy Chickpea Fra Diavolo with Gemelli Pasta

BEVERAGES

Coffee & Tea



Two (2) Entrées – Lunch - \$75/Person | Dinner - \$85/Person
 Three (3) Entrées – Lunch - \$85/Person | Dinner - \$95/Person

Plated Lunches & Dinners



APPETIZERS

- Client may select one (1) in advance for all guests

Wild Mushroom & Caramelized Onion Tart with Frisée, Bacon Lardons & Apple Cider Gastrique

Grand Marnier Prawns with Mixed Greens, Orange Segments, Sesame Seeds & Lemongrass Vinaigrette

Cheese Plate with Chef's Selection of Three Cheeses, Seasonal Compote, Fruit, Nuts & Artisan Crackers

SALADS

- Client may select one (1) in advance for all guests

Baby Spinach with Strawberries, Manchego, Toasted Pecans, Shaved Fennel & Balsamic Vinaigrette

Baby Romaine Caesar with Tapenade on Grilled Focaccia, Shaved Parmesan & Caesar Dressing

Mixed Greens with Carrot Ribbons, Radishes, Fromage Blanc Cheese, Grilled Focaccia & Cucumber-Herb Vinaigrette

DESSERTS

- Client may select one (1) in advance for all guests

Chocolate Yuzu Ganache Bar with Crispy Chocolate, Mascarpone Cream, Yuzu Curd & Early Grey Coulis

Lemon Poppyseed Pound Cake with Rhubarb Compote, Strawberry Salad, White Chocolate Cream & Strawberry Gastrique

Assorted Miniature Desserts
(4 pieces per Person)

ENTRÉES

- Guests must pre-select one (1) of the entrées in advance

- Exact entrée counts must be confirmed three (3) business days prior to the event date. If exact counts are not provided, a fee of \$10/person will be applied to the meal price

- Client must also provide meal designators for each guest noting their entrée selection

Beef Tenderloin with Veal Demi-Glace, Parmesan & Herb Whipped Potatoes, Wild Mushrooms & Seasonal Vegetable Medley

Pan-Roasted Chicken with Dijon-Chicken Demi-Glace, Potato Gratin with Fresh Herbs, Sautéed Mushrooms & Grilled Asparagus

Seared Steelhead with Green Peppercorn Butter Sauce, Lemon-Parsley Risotto & Haricots Verts

*Vegetarian Lasagna with Eggplant, Zucchini & Squash "Noodles", Shaved Fennel, Fresh Herbs & Puttanesca Sauce
(*Vegan entrée available with advance notice)

Two (2) Courses	Lunch - \$60 Dinner - \$75
Three (3) Courses	Lunch - \$70 Dinner - \$85
Four (4) Courses	Lunch - \$80 Dinner - \$95

Platters



FRUIT DISPLAY - \$12/Person

Seasonal Sliced Fresh Fruit & Berries



VEGETABLE CRUDITE - \$12/Person

Assorted Seasonal Sliced Vegetables with Green Goddess Dressing & Seasonal Flavored Hummus



MEZE PLATTER - \$16/Person

Assorted Grilled & Marinated Vegetables, Herbed Feta Cheese, Seasonal Flavored Hummus, Tyrosalata (Spicy Feta Dip), Tzatziki, Tapenade, Grilled Pita Bread & Housemade Pita Chips



CHEESE DISPLAY - \$18/Person

Locally Produced & Imported Selection of Cheeses, Dried Fruit, Nuts, Gourmet Bread & Crackers



CHARCUTERIE PLATTER - \$25/Person

Assorted Aged & Cured Meats, European Cheese Selections, Pickled Vegetables, Sweet & Savory Condiments, Grilled Focaccia & Croccantini Crackers

SUSHI DISPLAY - \$30/Person

Assorted Fresh Sushi with Wasabi, Soy Sauce, Pickled Ginger, Sesame Seeds & Seaweed Salad

DESSERT DISPLAY - \$12/Person

- *three (3) desserts per person*

Chef's Selection of Miniature Desserts, Tartlets & Other Sweets

Displays & Stations

BUILD-YOUR-OWN PASTA BAR - \$25/Person

- *must be ordered with other items*

Pastas: Gemelli & Three-Cheese Tortellini

Sauces: Basil Pesto Cream Sauce & Traditional Marinara

Toppings: Seasonal Vegetables, Kalamata Olives, Wild Mushroom Medley, Pancetta, Grilled Chicken & Shrimp



CARVING STATION - \$30/Person

- *one (1) selection per event*

- *must be ordered with other items*

Prime Rib of Beef au Jus with Creamy Horseradish

Beef Tenderloin with Demi-Glace

Spicy Honey Mustard-Glazed Ham

Herb-Roasted Leg of Lamb with Mint Jus

Baked Salmon with Lemon & Fresh Herbs



SLIDERS - \$10/Slider

- *must be ordered with other items*

Local Beef, Apple-Smoked Bacon, White Cheddar & Black Pepper Aioli

Lemongrass & Ginger-Glazed Pork Belly Bao Buns with Cucumber & Mint

Seared Steelhead with Shaved Fennel, Cucumber & Remoulade

Marinated Portobellos, Aged Goat Cheese, Roasted Red Peppers & Pesto



BONCI (FOCACCIA) PIZZAS - \$16/Pizza

- *each pizza serves two (2) people*

- *must be ordered with other items*

Chef's Seasonal Selection of Focaccia Pizzas



Beverages



NON-ALCOHOLIC

- Freshly Brewed Coffee & Teas - \$4/Person
- Made-to-Order Espresso Drink Service - \$7 Each
- Housemade Hot Apple Cider or Cocoa - \$5/Person
- Assorted Sodas & Sparkling Waters - \$5 Each
- Large Sparkling Water - \$16/Bottle
- Fresh Fruit Juices, Lemonade and/or Iced Tea - \$16/Carafe
- Martinelli's Sparkling Cider - \$16/Bottle
- Blackberry, Peach, Rosemary or Lavender Lemonade - \$24/Carafe

HOUSE COCKTAILS - \$12 Each

- Wheatley Vodka, New Amsterdam Gin, Pueblo Viejo Blanco Tequila, Cane Run Rum, Jim Beam Bourbon, Canadian Club, Grant's Blended Scotch

PREMIUM COCKTAILS - \$14 Each

- Tito's Handmade Vodka, Tanqueray Gin, Espolon Blanco Tequila, Bacardi White Rum, Buffalo Trace Bourbon, Crown Royal Whiskey, Johnny Walker Black Scotch

SPECIALTY COCKTAILS - \$16 Each

- maximum of two (2) specialty cocktail selections allowed per event

- Rosemary Gin Fizz – gin, rosemary syrup, lemon juice & club soda
- Lavender Lemon Drop – lavender syrup, citrus vodka, lemon juice & orange liqueur
- Passion Fruit Sparkler – passion fruit purée, vanilla vodka, lime juice & prosecco
- Blackberry Margarita – blackberry purée, orange liqueur, tequila & lime juice

BEERS - \$7 Each

- 20 Corners Brewing Co. Ghost Trees IPA
- Sunriver Fuzztail Hefeweizen
- Sumerian Lucidity Pilsner
- San Juan Hard Seltzers
- Locust Hard Cider
- Athletic Brewing Co. NA

Wine List

SPARKLING WINES

Cava, Brut, Flama D'Or, Spain	\$43
Prosecco, Cavicchioli 1928, Italy	\$50
Brut, Tirridus, Columbia Valley, WA	\$64
Brut Rosé, Tirridus, Columbia Valley, WA	\$64
Brut Rosé, Cremant d'Alsace, Lucien Albrecht, France	\$60
Champagne, Moët & Chandon, 'Imperial', France	\$119

WHITE & ROSÉ WINES

Pinot Gris, Erath, Willamette Valley, OR	\$54
Sauvignon Blanc, Te Awanga, 'Wildsong', New Zealand	\$54
Sauvignon Blanc, Metier by Delille Cellars, Columbia Valley, WA	\$64
Chardonnay, Mark Ryan, 'Lu + Oly', Columbia Valley, WA	\$50
Chardonnay, Fess Parker, Santa Barbara, CA	\$64
Chardonnay, Nine Hats by Long Shadows Vintners, Columbia Valley, WA	\$68
Riesling, Long Shadows Vintners 'Poets Leap', Columbia Valley, WA	\$55
Rosé, Sparkman Cellars, Columbia Valley, WA	\$60

RED WINES

Pinot Noir, Erath, 'Resplendent', Willamette Valley, OR	\$54
Syrah, Boomtown by Dusted Valley, Columbia Valley, WA	\$54
Cabernet Franc, Tranche Estate, Columbia Valley, WA	\$64
Merlot, Nine Hats by Long Shadows Vintners, Columbia Valley, WA	\$66
Cabernet Sauvignon, Mouton Noir Wines, 'In Sheep's Clothing', Columbia Valley, WA	\$55
Cabernet Sauvignon, Metier by Delille Cellars, Columbia Valley, WA	\$64
Sangiovese, Nine Hats by Long Shadows Vintners, Columbia Valley, WA	\$66
Red Blend, Mark Ryan, 'Lu + Oly', Columbia Valley, WA	\$50
Red Blend, Mark Ryan, 'Dissident', Columbia Valley, WA	\$85

