



Thank you for your interest in planning an event at The Woodman Lodge. Our professional banquet team is ready to assist you in planning your event. We are committed to providing you with the best experience possible.

We offer a unique space that can be customized for the size of your event. We can create the perfect atmosphere for your group. We are the ideal location for all types of gatherings including business meetings, birthdays, rehearsal dinners, weddings, celebrations of life and retirement parties.

We look forward to working with you to make your event a success.

At The Woodman Lodge, we have built our reputation on offering our guests the finest selections of Steak ranging from Nebraska Corn fed Beef to our Delicious exotic Kobe Filet. We offer an exquisite wine list created to offer the perfect pairing for any steak you might order. We compliment our steak with Northwest seafood, poultry and pasta choices. We prepare our creations simply to highlight the freshness of their natural flavors.

Thank you again for thinking of The Woodman Lodge. We look forward to assisting you in creating a memorable event for your guests.

*The Woodman Lodge is proud to offer Interactive Dinner shows!*

*Events on the Edge provides an interactive comedy theater with a twist! If you want your party to be talked about for months, your guests becoming murder suspects in a Murder Mystery dinner will surely do the trick!  
You decide who your suspects will be in your party (behind their back of course!) and we can help you accuse your friends & family of nefarious crimes!  
Whatever happens at the end of the evening, we guarantee that someone will be leaving in handcuffs!*

**Sincerely,  
The Woodman Lodge Team**



In this packet, you will find three different dining options.  
These are suggestive menus and can be modified to your liking.  
The Woodman provides an Event Coordinator to assist with any of your needs &  
to make your party fabulous with unique ideas.

## **Other Services Offered:**

*Your Event Coordinator is here to make your party wonderful and stress free for you! Here are some of the ways we can do that as well as ideas for a one of a kind party.*

- Martini Night
- Whisky night
- Wine Maker comes and entertains guests
- Decorating
- Theme Nights
- Wine or Whisky pairing
- Any special year being recognized with an anniversary, birthday or company launch date we can (depending on the year) get a bottle of wine in from that vintage to help you celebrate!

# Party Menu *A*: 3 Course Dinner

## *Appetizer Choices*

**Caesar Salad** with House made Croutons and Fresh Lemon

## *Entrée Choices*

**Baseball Cut 12oz Top Sirloin** with Mashed Potato and Season Vegetables

**Hunters Half Chicken** with Wild Mushroom Demi-Glaze  
and Seasonal Vegetables

**Cioppino Seafood Linguini** with Mussels, Clams, Scallops Shrimp and Pacific Cod tossed with Spicy  
Tomato and Green Pepper Sauce

## *SWEET ENDINGS*

OUR HOMEMADE DESSERTS ARE THE PERFECT ENDING FOR EVERY EVENT.

### Chef's Selections

Three desserts selected by our chef and arranged on platters  
(Recommended for parties of 25 or more)

# Party Menu *B*: 4 Course Dinner

## *Appetizer Duo:*

**Artichoke Heart Dip** with Parmigiano Reggiano Cheese served with crostinis

**Coconut Tiger Shrimp** with Cilantro Sweet Chili Sauce

## *Salad Course:*

**Caesar Salad** with Anchovy, Housemade Croutons and Fresh Lemon

## *Entrée Selections:*

**8oz Filet Mignon** Topped with Mushroom Demi-Glaze

**Grilled Local Fresh Fish Selection (Selection by Seasonal Availability)**  
Preparations to be determined by Fresh Catch Selection

**Wild Boar Osso Buco** with Foraged Mushroom Risotto and Root Vegetables

## *Sweet Endings*

OUR HOMEMADE DESSERTS ARE THE PERFECT ENDING FOR EVERY EVENT.

### **Chef's Selections**

Three desserts selected by our chef and arranged on platters  
(Recommended for parties of 25 or more)

# Party Menu C: 4 Course Dinner

## *Appetizer:*

**Dungeness Crab Cakes** with Caviar Crème Fraiche and Basil Oil

**Charcuterie & Relish Plate** Serrano Ham, Salami, Giardiniera Vegetables, Assorted Cheeses, Black & Castelvetrano Olives

## *Salad:*

**Caesar Salad** with Anchovy, Housemade Croutons and Fresh Lemon

## *Entrée:*

**Roasted Elk Medallions** with Shitake Mushroom Demi Glaze and Horseradish Mashed Potato

**Prime Delmonico Steak Oscar** with Grilled Asparagus, Dungeness Crab and Bearnaise

**Grilled Local Fresh Fish Selection (Selection by Seasonal Availability)**

Preparations to be determined by Fresh Catch Selection

## *Sweet Endings*

OUR HOMEMADE DESSERTS ARE THE PERFECT ENDING FOR EVERY EVENT.

### Chef's Selections

Three desserts selected by our chef and arranged on platters  
(Recommended for parties of 25 or more)

# BAR SERVICE

*Prices subject to change without notice*

## TOP SHELF HOST BAR

The host of the event pays for all Beer, Wine, House, Premium, and Top Shelf liquor categories. The guests do not pay for any requests

## PREMIUM HOST BAR

The host pays for all Beer, Wine, House and Premium liquor categories.  
The Top Shelf category is not available to guests

## HOUSE HOST BAR

The host pays for all Beer, Wine, and House liquor categories.  
The Top Shelf and Premium categories are not available to guests

## BEER AND WINE HOST BAR

The hosts of the event pay for Beer and House Wines.  
All other requests are paid for by the guests or are not available.

## CASH BAR

The guests pay for all items. Woodman Lodge accepts only cash. We do not accept any credit cards

*Straight shots are not available at any of our bars.*

Package	Hosted	Cash
House Brands	\$7.25	\$7.75
Premium Brands	\$9.50	\$9.75
Top Shelf Brands	\$12.25	\$12.75
Super Premium	\$15.50	\$17.75
Bottled Beer – Domestic	\$6.00	\$6.50
Bottled Beer – Imported	\$6.00	\$6.50
Draft Beer – Domestic	\$6.00	\$6.50
Draft Beer – Imported	\$6.00	\$6.50
House Wine – by the glass	\$8.00	\$10.00
Premium Wine - by the glass	\$12.00	\$14.00
Specialty Wine – by the glass	\$TBD	\$TBD
Soft Drinks, Tea & Coffee	\$2.50	\$3.50

**Bar prices do not include tax or gratuity\*\***

No Hosted Bar prices include tax or Gratuity\*\*

\$50.00 Bartender Charge includes the setup of the bar, the bartender, mixers and garnishes

*Price and item availability Subject to change without notice*

# BEVERAGE BRANDS

*Special Brands Available Upon Request Subject to Guarantee Purchase*

## HOUSE BRANDS

Platinum Vodka • Bell Ringer Gin • Castillo Rum  
• Sauza Gold Tequila • Scorensbys Scotch • Jim Beam Bourbon  
• George Dickel Whiskey • Christian Brothers Brandy

## TOP SHELF BRANDS

Bulleit Bourbon • Glenlivet 12 Scotch • Ketel One Vodka •  
Tanqueray Ten Gin • Myers Dark Rum • Sauza Hornitos  
Tequila • Crown Royal Whiskey

## Specialty Bourbon or Martini Bar

Please ask about drinks available and pricing

## HOUSE WINES

Chardonnay ~ Riesling~ Merlot ~ Cabernet Sauvignon

## PREMIUM BRANDS

Absolut Vodka • Tanqueray Gin • Jack Daniels •  
Jose Cuervo Tequila • Bacardi Rum • Makers  
Mark Bourbon Dewar's Scotch

## SUPER PREMIUM BRANDS

Grey Goose Vodka • Courvoisier VS Cognac •  
Johnny Walker Black Label • Hendricks Gin • Captain Morgan  
Private Stock • Patron Silver • Crown Royal Reserve Whiskey

## PREMIUM WINES

Chardonnay ~ • Pinot Gris ~ • Sauvignon Blanc~ •  
Pinot Noir~ • Zinfandel~ • Syrah~ •  
Cabernet Sauvignon ~ • Merlot ~ • Select Meritage~

## SPECIALTY WINE

Please see our wine list for all available wine.

## DOMESTIC BOTTLED BEER

**Budweiser**  
**Bud Light**  
**Miller Lite**

## IMPORTED BOTTLED BEER

**Heineken**  
**Amstel Light**  
**Corona**

## DOMESTIC DRAFT BEER

**Coors Light**  
**Bluemoon**  
**Wild Cat IPA**  
**PGA Amber**  
**Haystack Hefeweizen**

## IMPORTED DRAFT BEER

**Guinness**  
**Stella Artois**

## SODA

**Diet Coke**  
**Coke**  
**Sprite**  
**Fanta Orange**  
**Mr. Pibb**  
**Minute Maid Lemonade**

## COFFEE

**Regular**  
**Decaffeinated**

## TEA

**Calm**  
**Zen**  
**Refresh**  
**Orange Spice**  
**Earl Grey**

No Hosted Bar prices include tax or Gratuity\*\*

\$50.00 Bartender Charge includes the setup of the bar, the bartender, mixers and garnishes

*Price and item availability Subject to change without notice.*

# INTERACTIVE DINNER SHOWS



## **EVENTS** On The Edge creative...unique...interactive

***INTERACTIVE MURDER MYSTERIES***

***MEET THE BISCOTTIS! AN INTERACTIVE MAFIA MUSICAL***

***CAFFEINE! AN ADDICTIVE MUSICAL***

***CUSTOM INTERACTIVE COMEDY SKETCHES & CHARACTERS***

***MANSION MANIFESTATION-TEAMBUILDING WITH A LITTLE SPIRIT!***

Our uniquely interactive entertainment & teambuilding shows are custom scripted to fit your company, organization, event or product! With actors, producers, teachers and directors



# Banquet Service Information

## Deposit

A deposit is required at the time of booking to confirm your event. Room deposits for daytime events are 20% of guaranteed food and beverage cost (not including tax & gratuity). Evening events are 50% of guaranteed food and beverage cost (not including tax & gratuity). This deposit will be deducted from your final balance at the conclusion of your event. Upon receipt of a signed reservation agreement form and deposit, reservations are confirmed as final.

Without a deposit, The Woodman Lodge reserves the right to release holds (written or verbal) on our private room. Deposits for events cancelled within 60 days of the event are refundable. If cancellation occurs past 60 days, the deposit is non-refundable.

## Payment

We will present the host of the group one check including a 21% gratuity charge and state sales tax on all items at the conclusion of your event. All accounts are payable in full the day of your event. The Woodman Lodge gift certificates, gift cards, or personal checks may not be used for banquet payment. At the time of booking, we must have authorized credit card information kept on account for payment of remaining balance, and may charge that account at the conclusion of your event if no payment alternative is provided. Menu prices and minimums are subject to change.

## Cancellation Policy

If notice of cancellation is received 30 days or more in advance of the function, the deposit will be refunded. Deposits will not be refunded if cancellation occurs less than 30 days prior to the event.

## Room Minimums

Our banquet room has a minimum food and beverage sale requirement. If the minimum is not met, the food and beverage shortfall will be calculated on the difference between the food and beverage minimum and the actual food and beverage sales. The food and beverage shortfall will be added to your bill. Please see the description of our room for set-up and room minimums. The host is responsible for meeting the food & beverage minimum. Bartender fees, hourly fees and equipment rentals are not applied towards the food & beverage minimums.

## Room Hours

Day events may occupy the rooms until 4:00 p.m.; evening events begin after 5:00 p.m. and must conclude by 10:30pm. Day events are allowed 3 hours, evening events 4 hours. Extra hours are available at \$100 per hour for our banquet room.

Hosts of the party may occupy their room no earlier than 30 minutes prior to their scheduled event to set-up personal items. If more time is needed for set-up, the start time for the function may be adjusted.

## Menu Selection and Guarantee

To ensure the success of your event, we request you inform us of your event hours, menu selections and beverage service no later than ten (10) business days in advance. We ask that you confirm the final details of your event, including the guaranteed number of exact entrée counts or guests (not subject to reduction) by NOON five (5) business days in advance. If more than one entrée choice is selected, The Woodman Lodge will provide entrée cards for the host to distribute. We will bill you for no less than this confirmed number plus any additional meals served.

## Product Food and Pricing

The Woodman Lodge is the sole provider of all food and beverage served at your event.

Prices are subject to change. Exact pricing will be confirmed at booking.

# Banquet Service Information

## **Bar Service Fee**

The Woodman Lodge provides cocktail service for your event. Service can be on a hosted or no host (cash) basis. The Woodman Lodge can set-up a private bar for your event and the following fees would apply. A bar for the social hour has a fee of \$40.00. Additional private bar service is available at \$20.00 per hour.

### **Hosted bar:**

**All bartender service fees are included.**

### **No Host (Cash) bar:**

**A bar for 1 social hour has a fee of \$40.00**

**Additional private bar service is available at \$25.00 per hour.**

## **Wedding Receptions**

We permit outside bakery specialty wedding cakes. The cakes must be delivered and set-up the day of your event. A cake fee of \$2.00 per guest is charged which includes a cake table, linen, cake knife, plates and utensils. Our team members will cut and serve your cake. Specialty colored linen may be ordered for your event, please see our Banquet team for pricing and selection. Flower centerpieces may be provided on all dining tables per request.

## **Decorations**

All guest tables are set with fresh flower centerpieces and candles depending on the event. The Woodman Lodge will not allow anything affixed to our wall or ceilings. Easels are available upon request. The banquet room will be decorated beautifully during the Christmas holiday season.

## **Parking**

The Woodman Lodge has a large complimentary parking lot on the corner of Railroad Avenue and King Street for its guests. There is additional street parking available when capacity is reached. Please allow added time during holidays and summer peak business.

## **Entertainment**

Our Banquet team must approve all entertainment at the time of your reservation. Live music or DJ entertainment is limited to certain days of the week and may be approved provided it does not interfere with other events at the facility.

All music must conclude by 10:30pm. We will be happy to help coordinate the rental of dance floors or other entertainment needs.

## **Equipment Rental**

Audiovisual equipment or specialty items are available for rental. Our team will gladly discuss your special needs. Rental charges for additional equipment will be added to the final bill.

## **Host Responsibility**

The host is responsible for any damage done to the facility, its rooms and equipment during the event as well as the behavior of guests attending the event. The Woodman Lodge is not responsible for lost or stolen items before, during or after an event. If in the event flowers, candles, centerpieces or any other table decor or service items are removed from our facility, we will charge the host \$15.00 per item for replacement.

# The Woodman Lodge Room Minimums

## Banquet Room

*A traditional banquet room evoking a feeling of the Northwest.*

### Room Capacity:

Sit Down 100

Reception 80

<u>Minimum</u>	<u>0-25 Evening</u>	<u>25-50 Evening</u>	<u>50-80 Evening</u>	<u>Day</u>
Monday	\$2,500.00	\$5,000.00	\$7,000.00	\$1,500.00
Tuesday	\$1,800.00	\$3,200.00	\$5,200.0	\$1,000.00
Wednesday	\$1,900.00	\$3,500.00	\$5,600.00	\$1,000.00
Thursday	\$2,200.00	\$4,500.00	\$7,200.0	\$1,200.00
Friday	Call for pricing	Call for pricing	Call for pricing	\$1,500.00
Saturday	Call for pricing	Call for pricing	Call for pricing	\$1,500.00
Sunday	\$1,500.00	\$3,000.00	\$4,800.00	\$1,250.0

Day

## Conferences and Meetings

The Woodman Lodge Banquet room is the perfect location for your business meeting or conference. The Room is ideal for private business gathering for groups up to 80 people.

The entire facility may be rented for larger groups, general meetings and Interactive dinner shows, we can accommodate groups up to 200 people.

Our event planner can help you plan the perfect event. They can help you select the ideal meal service including lunch or dinner service.

They will work with you to insure that we have all the presentation equipment needed to make your meeting a success.

# The Woodman Lodge Banquet Reservation Agreement

Event Name: \_\_\_\_\_ Guests: \_\_\_\_\_

Event Date: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Room(s) Reserved: \_\_\_\_\_

Minimum sales: \_\_\_\_\_ (+room charge & tax)

Deposit Amount: \_\_\_\_\_ Deposit Received: \_\_\_\_\_

Host: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Cell: \_\_\_\_\_

Communication: Home: \_\_\_\_\_ Work: \_\_\_\_\_

1. **Reservation.** You are reserving the banquet facility identified on this reservation agreement, for the date and time specified on this agreement. You agree to pay the minimum set forth on this reservation agreement. If the minimum is not met, the food and beverage shortfall will be calculated on the difference between the food and beverage minimum and the actual food and beverage sales. The food and beverage shortfall will be added to your bill. The Woodman Lodge hereby agrees to make the banquet facility available to the guest on the specified date and time indicated. Hosts will be granted access to The Woodman Lodge banquet area 30 minutes prior to their event start time.

2. **Minimum Charge.** We will present the host of the group one check including a 21% gratuity charge and state sales tax for the banquet total. This Minimum charge will be added to all food, liquor, wine items and any additional charges if Minimums are not met. Additional serving staff gratuities are optional and will be given directly to the service staff.

3. **Payment.** All accounts are payable in full the day of your event. The Woodman Lodge gift certificates, gift cards or checks may not be used for banquet payment. At the time of booking, we must have authorized credit card information kept on account for payment of remaining balance and may charge that account at the conclusion of your event if no payment alternative is provided.

4. **Deposit.** You agree to pay a 50% deposit to guarantee the reservation of The Woodman Lodge banquet room. Upon receipt of a signed contract and deposit, the reservation is final. Cancellation less than 15 days prior to the event will result in forfeiture of the deposit.

5. **Guarantee.** The Woodman Lodge Banquet facility requires a final guarantee of the number of guests attending your event and exact entrée count by 12:00p.m. Five (5) business days prior to your event. Once received, this number constitutes a guarantee. The final bill will reflect the final guarantee or the actual number of guests, whichever is greater. The guarantee number is of utmost importance to ensure that the food, beverages and scheduled service staff meet your guest's needs.

**I understand that if the food & beverage sales (prior to tax & gratuity charge) are not met, the balance will be applied to my final bill to meet the room minimum.**

**I HAVE READ & UNDERSTAND THE WOODMAN LODGE BANQUET POLICIES**

Host Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Credit Card: \_\_\_\_\_ Exp: \_\_\_\_\_