

✉ events@rockwoodsmn.com

☎ 763-441-6375

📍 9100 Quaday Ave NE
Otsego, MN 55330

👥 Meetings & Tours by
Appointment Only



ROCKWOODS
Events

Room Rentals & On-site Catering



If you are planning one of the following events, please see special information:

Weddings: See separate wedding information rockwoodsmn.com/weddings

Student Award Banquets: See an event planner for separate pricing & guidelines

Funerals, Celebrations of Life, Memorial Services: We offer ½ off deluxe room fees & flexible minimums to help you honor your loved one.

Room Fees & Minimums

10am-4pm OR 5pm-10pm

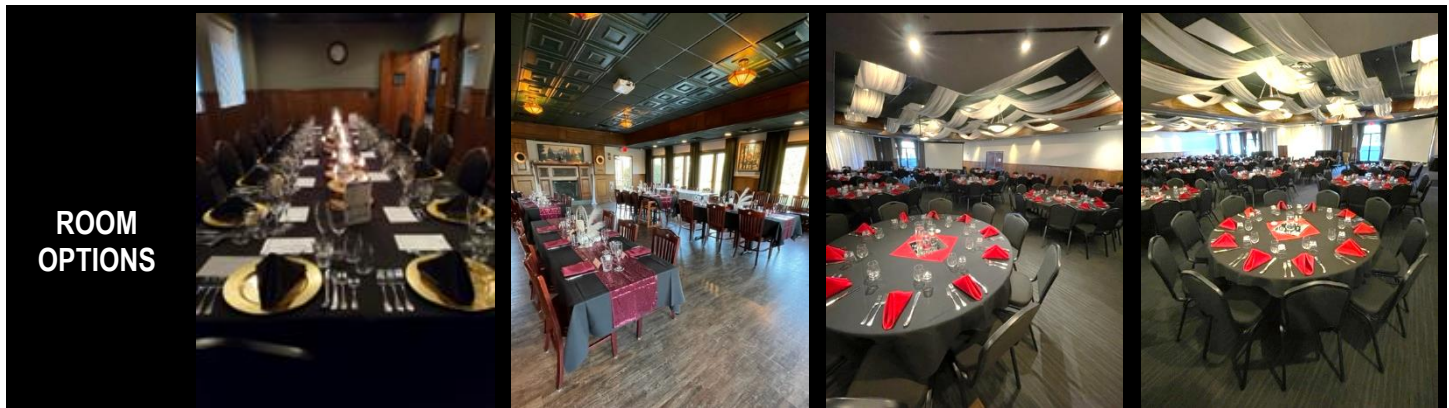
Your own set up is allowed 1 hour prior to your set guest arrival time

Extra Rental Hours \$75 per hour (not before 6am and not past midnight)

Our restaurant is not open on Mondays or Tuesdays, so minimum guest counts will apply

Basic Rental - Rockwoods' choice of set up to best suit your event needs. No complimentary decor or centerpieces.

Deluxe Rental - You choose the room layout with table mapping. Complimentary centerpieces, your choice of table linen color and linen napkin color. Full place settings for buffet or plated meals. All technology included



**ROOM
OPTIONS**

Boardroom

Four Seasons

Half Banquet Hall

Full Banquet Hall

Capacity	24 seated 30 open-house	60 seated 80 open-house	160 seated 200 open-house	330 seated 450 open-house
Room Fee	Basic \$25 Deluxe \$100	Basic \$50 Deluxe \$150	Basic \$150 Deluxe \$300	Basic \$300 Deluxe \$600
Minimum (before tax & tip)	\$300 or \$500 for Friday or Saturday evening	\$500 or \$2000 for Friday or Saturday evening	\$600 or \$4000 for Friday or Saturday evening	\$2000 Sun-Thu \$4000 Friday Saturdays: Nov-Apr \$5000 May-Jul \$7000 Aug-Oct \$9000
Table Types/ Set Up Styles	Three round tables or one large rectangle banquet tables with linen	All rectangle solid wood tables 30 max u-shape 40 max classroom	6' round or 8' rectangle banquet tables with linen 50 max u-shape 60 max classroom	6' round banquet tables with linen 150 max half-seated rounds
Technology Available	Projector & screen	Projector & screen, custom music from your own device	Projector & screen, custom music from your own device, 1 handheld wireless microphone	Projector & screen, custom music from your own device, 2 handheld wireless microphones, 84" Lobby TV
Bar	Beverages available through cocktail servers only	Beverages available through cocktail servers only	Private bar available if over 50 people, otherwise beverages available through cocktail servers	Private bar available if over 50 people, otherwise beverages available through cocktail servers

Menu prices do not include tax or the recommended 20% gratuity

Breakfast

orders of 30 servings (½ orders available)

Eggs

- Cheddar Egg Bake \$125
- Scrambled Eggs \$90
- Scrambled Eggs with Cheese \$100

Potatoes

- American Fries \$90
- Hash Brown Casserole \$120
- Potatoes O'Brien \$90
- RW Smash Browns \$80

Meats

- Country Sliced Rope Sausage \$120
- Breakfast Sausage Patties \$120
- Breakfast Sausage Links \$120
- 6oz Striploin Steaks \$600
- Sausage Links \$110
- House-Smoked Bacon \$120
- Ham \$110

Continental Sides

- Danishes \$80
- Assorted Donuts \$90
- Coffee Cake \$75
- Everything Bagels, Cream Cheese, Toaster \$80
- Croissants with Butter \$125
- Sliced Bread & Toaster \$50
- Cinnamon Rolls \$75
- Cut Fruit & Berries \$125
- Caramel Rolls \$85
- French Toast \$90
- Muffin Variety \$80
- Yogurt, Granola, & Berries \$100

Chef Stations – add \$50/hour chef fee

- Belgium Waffles \$120 self-serve waffle maker with maple syrup
- Ham Carving \$175
- Prime Rib Carving \$Market 10-20 portions per order (appr. \$500)

Plated Breakfast

Minimum order may apply. All guests will receive the same meal.

Guests with allergies or dietary restrictions receive a custom meal

- **Plated Classic Breakfast** \$17 choose an egg, choose a potato, choose bacon or sausage or ham
- **Plated Steak & Eggs Breakfast** \$28 6oz striploin steak, choose an egg, choose a potato

Lunch

11am-2pm only. All dinner options also available at lunch

Plated

2 options per event. Collect RSVPs in advance. Minimum order may apply during non-business hours of the restaurant.

- **Hamburger** \$16 with lettuce, tomato, onion, chips, & a pickle. Add cheese for \$1
- **Walleye Sandwich** \$25 Lightly breaded pan-fried filet & fries
- **Grilled Chicken Sandwich** \$18 with buns, lettuce, tomato, onion, chips, & a pickle.
- **Caesar Salad** \$15 Romaine lettuce, classic Caesar dressing, rosemary focaccia croutons, parmesan.
Add: chicken \$5, salmon \$9, shrimp \$9, steak \$9
- **Deli Sandwich** \$13 Full Ham or Turkey Deli Sandwich, Chips, Pickle, & Cookie

Salad, Deli, & Soup Buffet

30 Serving Orders. Half Orders Available

- **Salad & Deli Buffet** \$480 per 30 people Add soup for \$120 per 30 people
Mixed greens, croutons, shredded cheese, bacon crumbles, 3 dressing choices. Assorted breads & buns, deli meats, sliced cheeses, lettuce, tomato, onion, & condiments.

Plated Dinner

Priced per entrée. 2 options per event. Add a 3rd option for a \$4 surcharge per guest (total guests)

Collect RSVPs in advance, colored meal cards are required (we can supply for \$0.50 per guest)

Dietary restrictions (vegetarian, dairy allergy, etc) receive a separate meal, not counted as one of the two options.

Entrées

Chicken	Herb Grilled Chicken \$25	Olive oil & herb marinated; chicken demi-glace
	Chicken Kiev \$24	Stuffed with garlic parsley butter, breaded & baked crisp
	Chicken Marsala \$25	Wild mushroom marsala sauce
	Chicken Saltimbocca \$25	Breast wrapped in prosciutto, fresh mozzarella, sage cream sauce
Turkey	Cajun Smoked Turkey \$23	Cajun smoked sliced turkey breast, turkey gravy
	Roasted Turkey Breast \$23	Herb roasted, side of cranberries & turkey gravy
Pork	Apple Pork Chop \$25	Pan seared, apple & brandy cream
	Stuffed Pork Chop \$30	Chipotle cornbread stuffing & apple chutney
	Porchetta Roast \$23	Roasted pork loin wrapped in pork belly, fennel cream
Beef	Pot Roast \$27	8oz, beef demi-glace
	Bacon Chopped Steak \$25	8oz ground chuck & brisket, wrapped in smoked bacon, bordelaise
	Delmonico Steak \$31	8oz, beef demi-glace
	Ribeye \$47	16oz, beef demi-glace
	New York Strip \$47	12oz, beef demi-glace
	Filet Mignon \$34	6oz, beef demi-glace
	Smoked Brisket \$25	8oz, white oak smoked, bourbon bacon BBQ on the side
Fish & Seafood	Walleye Almandine \$29	Cracker crusted pan-fried cold-water fillet, toasted almonds, tartar sauce
	Crab Stuffed Walleye \$35	Walleye fillet, crab stuffing, beurre blanc
	Crab Stuffed Shrimp \$32	3 jumbo prawns, crab stuffing, lemon cream sauce
	Grilled Salmon \$29	Norwegian salmon, basil pesto
	BBQ Glazed Salmon \$29	6oz cedar plank roasted, Bourbon Bacon BBQ
Vegetarian	Stuffed Peppers \$23	Ancient grain & wild rice, marinara
	Sweet Pea Ravioli \$21	Dill butter sauce
	Pasta Primavera \$21	Marinara, seasonal vegetables

Embellishments

- Caramelized Onions \$2.75
- Sautéed Mushrooms \$3
- Bordelaise \$4
- Horseradish Cream \$3
- Bleu Cheese Crust \$3

Starch Sides (choose 1)

- Mashed Potatoes
- Au Gratin Potatoes
- Rosemary Roasted Red Potatoes
- Ancient Grain Pilaf

Vegetable Sides (choose 1)

- Green Bean Almandine
- Green Beans & Carrots
- Broccoli, Peppers, Onions
- Brussel Sprouts & Bacon \$1
- Asparagus \$2
- Green Top Carrots \$2

Bread Service

- **Diamond City Sliced French Baguette** (complimentary- served family style on tables with butter)

Salad Service

- **House Garden** \$6 mixed greens, tomato, cucumber, bell pepper, onion, croutons, roasted garlic vinaigrette
- **Spinach Strawberry** \$10 baby spinach, strawberries, bleu cheese, toasted almonds, red onion, raspberry vinaigrette
- **Citrus Salad** \$10 baby Romaine, Mandarin oranges, red onion, candied almonds, citrus vinaigrette

Children's Meals (Age 2-10)

Choose 1 meal for all kids at the event. Turn in number of kids meals with final food order. Add a cup of fruit \$3

- **Chicken Strips & Fries** \$10
- **Mini Corn Dogs & Fries** \$10
- **Cheeseburger & Fries** \$10
- **Mac & Cheese** \$10
- **Grilled Chicken Strips & Veggies** \$10

Ala Carte / Custom Buffets

orders of 30 servings (½ orders available)

Snacks

- Chex Mix \$60
- Gardetto's Snack Mix \$60
- Kettle Chips & Onion Dip \$70
- Chicago Popcorn \$60
- Pretzels \$60
- Puppy Chow \$60
- Tortilla Chips & Salsa \$70
- Buttered Popcorn \$60
- Mixed Nuts \$100
- Trail Mix \$90

Cold Bites

Served on platters, but for Butler Passed, add \$10 per order

- Antipasto Skewers \$80 artichoke, prosciutto, mozzarella, tomato, olive
- Bruschetta \$70 baguette, tomato, basil, mozzarella, balsamic
- Caprese Skewers \$70 tomato, mozzarella, basil, balsamic, olive oil
- Shrimp Cocktail \$150
- Smoked Deviled Eggs \$60
- Vegetables & Ranch Shooters \$80
- Fruit Skewers \$80
- Smoked Salmon Crostini \$90 smoked salmon, lemon cream cheese, pickled onion, fresh dill
- Spinach Artichoke Crostini \$60
- Prosciutto Crostini \$100 sliced baguette, fig jam, shaved prosciutto, crumbled goat cheese
- Chimichurri Beef Crostini \$90 baguette slices, tri tip beef, Chimichurri sauce
- Prosciutto Wrapped Asparagus \$90

Warm Bites

Served in warmers buffet style, but for Butler Passed, add \$10 per order

- Pork Carnitas Empanadas \$90 pork shoulder, chicharrons, chimichurri, bacon, jalapeno, Monterey Jack
- Crab Rangoon \$150 crab meat, cream cheese, Asian flavors, wonton skin
- Mini Beef Wellington \$170 beef tenderloin, mushroom duxelles, pastry crust
- BBQ Meatballs \$65
- Wild Rice Meatballs & Lingonberry Jam \$75
- Sausage Stuffed Mushroom Caps \$75
- Beef Tips & Gorgonzola Cheese Sauce \$135
- Chicken Wings & Ranch (Bone-in or Boneless) \$90
 - Choose Teriyaki, Sweet Chili, Bourbon Bacon BBQ, Cajun Dry Rub, Nashville Hot, Buffalo
- Chicken Tenders \$90 choice of 1 sauce on the side
- Teriyaki Chicken Skewers \$80
- Chicken Pot Stickers \$65
- Egg Rolls- Pork or Vegetarian \$80
- Mini Loaded Potato Skins \$65
- Fried Pickle Spears & Ranch \$45
- Mini BBQ Quesadillas \$75 Choose pork, chicken, or brisket
- Mozzarella Sticks & Marinara \$70
- Jalapeno Bacon Wrapped Shrimp & Jalapeno Jam \$170
- Bacon Wrapped Scallops \$135
- Lobster Arancini \$100 deep fried bites of lobster, sherry cream reduction, basil
- Crab Cakes & Tartar Sauce \$150
- Walleye Strips & Tartar Sauce \$100
- Calamari Strips & Tartar Sauce \$100

Ala Carte / Custom Buffets

orders of 30 servings (½ orders available)

Display Platters

- **Cheese & Crackers** \$120
- **Cheese, Meats, & Crackers** \$120
- **Cheese, Crackers, Fruit, & Fruit Dip** \$120
- **Fruit & Berries** \$120
- **Vegetables & Ranch** \$100
- **Charcuterie Board** \$150
- **Smoked Salmon & Crackers** \$125 with tomato caper relish
- **Baked Brie, Warm Jam, Baguette Slices** \$75
- **Seafood Tower** \$Market, below are estimates
 - Level 1 \$750 – assortment of shrimp, clams, oysters, mussels, smoked salmon, ceviche
 - Level 2 \$1000 level 1 plus ahi tuna, octopus, calamari
 - Level 3 \$1650 levels 1 & 2 plus crab legs & claws, lobster, caviar



Cold Sides & Salads

- **Garden Salad** \$100 mixed greens, vegetables, croutons, choice of dressing
- **Spinach Salad** \$100 strawberries, red onions, almonds, poppy seed dressing
- **Italian Pasta Salad** \$90 pasta, Italian dressing, pepperoni, salami, mozzarella, peppers
- **Potato Salad** \$80 celery, relish, pickles, mustard dressing
- **Coleslaw** \$75

Bread

- **Diamond City Sliced French Baguette & Butter** \$40
- **Garlic Bread** \$40

Pizza, Nachos, & Dips

- **18" Stone Fired Pizza** \$23 Does not serve 30. Half orders not available. Includes 1 topping. \$3 per added topping
- **Nachos: Tortilla Chips, Cheese Sauce, Sour Cream, Jalapenos, Lettuce, Salsa** \$120
 - Add Pulled Chicken, Seasoned Ground Beef, or Pork \$30
- **Chilled Smoked Salmon Dip & Crostini** \$120 pickled onion, fresh dill
- **Chilled Hummus Dip & Pita** \$90
- **Warm Spinach Artichoke Dip & Crostini** \$75
- **Warm Jalapeno Popper Dip & Crostini** \$100
- **Warm Crab Dip & Pita** \$150



Sliders (assembled)

- **Cold Ham & Cheese Sliders** \$100
- **Cold Turkey & Cheese Sliders** \$100
- **Warm Hamburger or Cheeseburger Sliders** \$120
- **Warm Pulled Beef, Pork, or Chicken Sliders** \$120 with coleslaw
- **Warm Walleye Sliders** \$175 with tartar sauce & cheese

Entrée Sandwiches (build your own)

- **Smoked Pulled Pork Sandwiches** \$375 with pub buns, Bourbon Bacon BBQ, & coleslaw on the side
- **Smoked Pulled Chicken Sandwiches** \$350 with pub buns, Bourbon Bacon BBQ, & coleslaw on the side
- **Smoked Turkey Sandwiches** \$350 with pub buns, Bourbon Bacon BBQ, & coleslaw on the side
- **Smoked Brisket Sandwiches** \$450 with pub buns, Bourbon Bacon BBQ, & coleslaw on the side
- **Grilled Chicken Sandwiches** \$425 with pub buns, lettuce, tomato, onion, pickles, condiments
- **Burgers** \$400 with Pub Buns, lettuce, tomato, onion, pickles, condiments
 - Add cheese \$50
 - Add thick cut smoked bacon \$85

Ala Carte / Custom Buffets

orders of 30 servings (½ orders available)

Entrée Meats

- **Smoked Sliced Beef Brisket & BBQ** \$550
- **Smoked Pulled Pork & BBQ** \$440
- **Smoked Bone-in Chicken & BBQ** \$385
- **Smoked Pulled Chicken & BBQ** \$440
- **Smoked Turkey & BBQ** \$415
- **Roasted Turkey & Gravy** \$375
- **Herb Grilled Chicken Breasts** \$415 chicken demi-glace
- **Chicken Marsala** \$440
- **Beef Striploin** \$715
- **Beef Pot Roast** \$715
- **Pork Loin Chop** \$635 apple brandy sauce
- **Grilled Salmon** \$635 basil pesto
- **Walleye Almandine** \$660

Meat Embellishments

- **Lobster & Hollandaise** \$165 on top
- **Hollandaise** \$85 on the side
- **Sauteed Mushrooms** \$85 on top
- **Sauteed Onions** \$55 on top
- **Bleu Cheese Crust** \$85 on top
- **Horseradish Cream** \$85 on the side
- **Crab Oscar** \$275 on top



Entrée Pastas

- **Pasta Alfredo** \$415
- **Chicken Alfredo** \$495
- **Chicken Carbonara** \$550 chicken alfredo with bacon
- **Spaghetti** \$385
- **Spaghetti & Meatballs** \$440
- **Lasagna with Meat** \$385
- **Cheese Tortellini with Peas & Prosciutto** \$440 in alfredo
- **Sweet Pea Ravioli** \$440 choice of alfredo or marinara

Hot Sides

- **Au Gratin Potatoes** \$165
- **Mashed Potatoes** \$100
 - Beef Demi-Glace \$65
 - Chicken Demi-Glace \$55
- **Rosemary Roasted Red Potatoes** \$77
- **Ancient Grain Pilaf** \$100
- **Mac & Cheese** \$100
- **Smokehouse Baked Beans** \$85
- **Brussel Sprouts & Bacon** \$90
- **Broccoli, Peppers & Onions** \$80
- **Asparagus** \$140
- **Green Top Carrots** \$110
- **Green Beans & Carrots** \$80
- **Green Bean Almandine** \$80



Dessert

Handheld Dessert Platters

30 servings (½ orders available)

- **Brownies** \$95
- **Chocolate Truffles** \$75
- **Assorted Cookies** \$60
- **Assorted Dessert Bars** \$95
- **Chocolate Dipped Cream Puffs** \$90
- **Chocolate Dipped Strawberries** \$100
- **Mini Assorted Cheesecakes** \$90
- **Shooters**
 - **Chocolate Lovers** \$120
 - **Lemon Trifle** \$100
 - **Berries & Custard** \$120
 - **Salted Caramel** \$120
 - **Strawberry Shortcake** \$100
 - **Key Lime Pie** \$120
 - **Oreo Cookie Mouse** \$100



Whole Pies & Cakes

Served on a dessert buffet table. Add \$2 per person to have slices plated and served. (slice counts are estimates & may vary)

- **Warm Bread Pudding** \$125 32 slices
- **Carrot Cake** \$90 16 slices
- **Tiramisu** \$90 15 slices
- **Pumpkin Pie** \$30 12 slices
- **Chocolate Lovers Cake** \$120 14 slices
- **Lemon Cream Cake** \$90 12 slices
- **Southern Pecan Pie** \$40 12 slices
- **New York Cheesecake** \$90 12 slices
- **Salted Caramel Cheesecake** \$90 14 slices
- **Caramel Apple Pie** \$30 12 slices
- **Blueberry Pie** \$35 12 slices
- **French Silk Pie** \$50 12 slices
- **Cherry Pie** \$30 12 slices
- **Key Lime Pie** \$90 12 slices

Buttercream Cakes

We partner with Buttercream Cakes out of St Paul & Minnetonka. Includes a private tasting at their beautiful showroom!

Visit www.buttercream.info/schedule-at-tasting-app/ to schedule your tasting.

You will work with them to determine delivery or pick up options, design, flavors & more.

We will add their pricing to your invoice at Rockwoods

- **Display Cake** \$4.50 per serving (does not include delivery or other rentals)
- **Filled Sheet Cake** \$3.50 per serving (does not include delivery or other rentals)

***You must agree to serve ONLY Buttercream desserts at your event, no exceptions.**

Bringing in a Dessert

Must be from a licensed facility

All Fees include: a table, linen, serving platters, risers for display, napkins, clean up, and storage of the items in our cooler before & after the event.

- \$1.50/person fee for bringing cupcakes, doughnuts, cookies, or other handheld dessert (no plates/forks)
- \$2.50/person fee for bringing cake or dessert that we will cut & plate for guests to pick up
- \$3.50/person fee for bringing cake or dessert that we will cut, plate, & serve to each guest

Beverages

Your guests can always purchase beverages that you are not paying for

Self-Serve Beverage Stations

- **Hot Coffee** \$50 per 1.5 gallon dispenser, regular or decaf with sweetener & half & half
- **Infused Water** \$50 per 2 gallon batch. choose citrus blend, lemon, cucumber, or strawberry
- **Homemade Lemonade** \$12 per liter | \$30 per gallon
- **Homemade Sweet Tea** \$12 per liter | \$30 per gallon
- **Juice** \$15 per liter orange, apple, or cranberry
- **Canned Soda** \$2.00 per can. Only charged for opened cans (Coke, Diet Coke, Mountain Dew, Sprite)
- **1% Milk** \$12 per liter
- **Punch** \$12 per liter or \$25 per gallon- sparkling orange cherry

Hosted Tabs, Drink Tickets, & More

Unlimited Soda \$2 per estimated guest, or \$250 maximum

“Hosting” means that you are paying. You can limit a tab by who is allowed to order on it, how much you want to spend, when it is available, what they are allowed to order, and even use drink tickets to determine how many per person are allowed.

- Example1: \$1500 max, \$8 and under beverages only, no shots, no beer because kegs are ordered
- Example2: No \$ limit, only non-alcohol beverages
- Example3: \$500 max, only bottled beer & only Alias wine by the glass
- Example4: No \$ limit but only 2 drink tickets per person, \$8 and under beverages only, no shots

Wine & Champagne by the Bottle

Full room pour with pre-set glasses add \$1 guest

Reds

Klinker Brick Brickmason Blend \$42
Anko Malbec \$38
Cannonball Cabernet \$34
Alias Pinot Noir \$26
Alias Cabernet \$26
Josh Cellars Cabernet \$38
Alias Merlot \$26
Klinker Brick Old Vine Zinfandel \$46
Double Canyon Cabernet \$46
Chateau Barreyre “Nicolas” Bordeaux \$50
Sexual Chocolate Blend \$54

Whites

Scarpetta Pinot Grigio \$38
Bartenura Moscato \$42
Alias Chardonnay \$26
Josh Cellars Chardonnay \$38
Aviary Chardonnay \$46
Ravenna Riesling \$38
Klinker Brick Bricks & Roses Dry Rosé \$42
Broken Dreams Chardonnay \$42

Bubbles

Wycliff Brut \$24
Wycliff Brut Rosé \$24
Astoria Sparkling Moscato \$36
Belstar Prosecco \$34

Non-Alcohol

Sparkling Juice \$18

House Wine by the Case: \$300 (12 bottles or about 48 glasses) Cabernet, Pinot Noir, Merlot, Chardonnay, Sauvignon Blanc, Moscato

Kegs - Banquet Hall Bar Only

Custom Order Kegs -We can order in almost any beer. Prices will vary.

Reserve kegs available if currently on tap in our restaurant at the time of your event.

16 gallons or about 120 pints (between \$3.17 to \$5 per pint) Examples:

Michelob Golden Light \$380
Miller Lite \$380
Coors Light \$380
Blue Moon Wheat Ale \$420

Deschutes Fresh Squeezed \$600
Deschutes Obsidian Stout \$500
Lupulin Fashion Mullet \$600
Summit EPA \$570

Warpigs Foggy Geezer IPA \$600
Sierra Nevada Hazy Little Thing \$600
Castle Danger Cream Ale \$550
Loon Juice Honeycrisp Cider \$500

Extras

Presenting

- **Easel** \$5 (5 available)
- **Flip Chart with markers** \$15 (2 available)
- **Dry Erase Board with markers** \$15 (1 available)

Fire Pit

- **Private Fire Pit Service on Patio** (Banquet Hall Only) \$100

Linens (with deluxe room rentals)

- **Table Linen** only White, Ivory, or Black available
- **Linen Napkins** – custom folds available



Staging

- **4'x4' section** \$45 per, 16" tall with 1 stair step

Lighting

- **Banquet Hall Ceiling Draping Lights** \$50
- **Banquet Hall Wall of Lights** \$200
- **Custom Color Up Lights** \$19 each, or 8 for \$140
- **Light a Single Table** \$25 each

Chair Covers

- **Chair Cover** \$3 (White or Ivory)
- **Tied Satin Chair Sash** \$2 available in 39 colors

Centerpieces & Decor

Deluxe Room Rentals will receive 1 cylinder vase, choice of beads, one floating candle, an accent napkin of your color choice, and a mirror tile or metallic charger plate complimentary for your tables IF you want to use them! Here are rental fees for extras

- **Satin Table Runner** \$2.00 (6" wide, 39 color options)
- **Cylinder Vase** with Beads & Floating Candle \$4
- **Plate Charger** Metallic Gold or Silver Plastic 13" \$1.50
- **Votive Candle** in Glass Holder \$.50
- **3" Floating Candle** \$2
- **Wood Round** \$3
- **Mirror Cake Stand** \$10
- **Rhinestone Card Box** \$10
- **Wooden Chest Card Box** \$10



Event Policies

By hosting your event with Rockwoods, you are agreeing to these policies.

Menu & menu prices are subject to change.

The Room Fee is a separate item and charge. It does not count towards the minimum.

The Minimum is a dollar amount you are required to spend before tax and gratuity. The room fee does not count towards the minimum. Food, beverages, & rentals are included. 3rd Party Items like Midwest Sound, Dream Day, or Buttercream do not count towards the minimum. Any amount not met will be added to the final bill.

Final Guest Count & Food Order: Pre-ordered food amounts must be turned in by the date given to you at booking and listed in your event order. It is the Wednesday the full week prior to your event date. This cannot decrease after due date. If actual event attendance falls below the guaranteed food order, the host will still be charged the original final food order amount. If your final food order increases after the due date, we will do our best to accommodate, but there is no guarantee that we will be able to accommodate additions made after the due date with the same exact pre-ordered food. If final food order is not received by the date below, the most recent estimated attendance number will be used as your final order.

Payments: Payment links will be sent through our catering system to pay by credit card online. Cash, check, or card are all accepted. Event Coordinators reserve the right to request a deposit before your event date depending on the size of your event. Any discrepancy in counts or charges will be resolved by the end of the event, and no later. There is no penalty for pre-payment. No coupons can be used for payment. Corporate events may opt to be billed for the invoice amount after the event with prior approval from an event coordinator. Rockwoods annual holiday gift card sale is NOT valid in conjunction with event payments.

Sales Tax Menu prices do not include tax. We are in Wright County. Sales tax is 7.375%. Alcohol tax is 9.875%.

Gratuity/Tip A recommended 20% gratuity will be added to your event estimates to help in your budgeting. You have control over the tip amount. 100% of the gratuity is paid to our employees through a tip pool that covers everyone that helped in planning in the office, setting up the space, serving, and cleaning up. If you wish to change the amount of gratuity that shows on your final bill, **please let an event coordinator know prior to your event date, or the event supervisor know the date of the event before you leave.** You cannot change the tip after the event date has passed as Rockwoods will have already paid the staff on your behalf based on the amount on your event order.

Food and Beverage Regulations Rockwoods must provide and prepare all food and beverages except for a dessert provided by a licensed bakery. In alignment with state health codes, food and beverages prepared by Rockwoods Banquet Center not consumed becomes the property of Rockwoods. Health Department regulations prohibit us from allowing guests to take home extra food without a signed waiver.

Cancellation Policy If cancellation becomes necessary on behalf of the event host after the room fee is submitted, this will result in your loss of the room fee. To prevent anticipated loss of sales, if cancellation becomes necessary closer to the date of the event, the following will be owed: Within 1 month of event date, loss of room fee and 50% of minimum due plus a 20% service charge. Within 12 days of the event date, 100% of minimum due OR full amount of current event order, whichever is greater plus a 20% service charge.

Alcohol Paying for alcohol does not put you in a place of legal liability. That liability falls on our liquor license. However, as the host, you are accountable for the behavior of your guests. You must help our staff enforce responsible drinking behavior. NO outside alcohol is allowed on premises. NO underage drinking is permitted. ALL guests will need to show legal identification. Anyone showing signs of intoxication will not be served. We reserve the right to "cut off" alcohol service, ask individuals to leave, close the bar, or end the event. Should there be a violation of this alcohol clause; a \$500 fee can be added to your final bill.

Children All children must always have adult supervision and shoes must be worn at all times for those of walking age. Please change diapers in the bathroom where changing tables are provided for the health and safety of your guests.

Music & Entertainment It is important for your entertainment to contact Rockwoods Banquet Center regarding set up times, location of equipment, power needs, etc. Rockwoods reserves the right to control the volume of your entertainment. We retain the right to shut off any music if our guidelines are not followed.

Security Rockwoods does not make the host provide/pay for security with the understanding that the host will assist Rockwoods with any needed resolutions. Rockwoods reserves the right to contact local law enforcement during the event if the event staff feels it is necessary.

Liability Rockwoods is not responsible for equipment, materials, gifts, etc. that are brought onto the property. Rockwoods is not responsible for the theft or damage of any vehicle. Rockwoods shall not be liable for non-performance of the contract if said non-performance is attributed to trouble, dispute, strike, government (Federal, State or Municipal) or restrictions which upon travel or transportation in the non-availability of food, beverage, or supply, riots, national emergencies, acts of God and other causes whether expressly provided herein or not, which are beyond the reasonable control of Rockwoods preventing or interfering with Rockwoods performance. In such event Rockwoods shall not be liable to the customer for any damage, whether actual or consequential which may result from such non-performance.

Damage or Excessive Clean Up The client assumes responsibility for any damage to the function rooms committed by the client or any guest or agent of the client. There will be an automatic clean up fee of \$100 added to the final bill or invoiced after the event for any confetti or like items that needs to be cleaned up by Rockwoods and requires additional labor hours to clean. There will be an automatic \$200 added to the final bill or invoiced after the event for any bodily fluids (i.e., vomit) that need to be cleaned up by Rockwoods.

*Thank you for choosing
Rockwoods
to host your event!*

We work as a unified team to help you plan
& execute the perfect celebration!

Erika

Event Center Director

Julie

Event Coordinator

Katie

General Manager