



# Your Wedding

Made easy by Minervas & Arrowwood Resort

# *Congratulations on Your Engagement*

From the moment you arrive, our wedding coordinator and professional catering staff will ensure the smallest details are tended to with style and flare. You and your guests can relax and enjoy every moment of your destination wedding at Arrowwood Resort in Okoboji, Iowa.

At Arrowwood Resort, we understand your wedding day is one of the most important days of your life. Whether you are inviting 50 guests or 500, for a cocktail party or a three course dinner, let us create the perfect atmosphere and menu. Select a banquet room overlooking the beautiful Brooks National Golf Course or our Grand Event Hall for your memorable day!

## All Arrowwood Wedding Packages Include:

- Personalized Meetings with On-site Wedding Coordinator
- Menu Tasting for up to 6 People
- Reception Hall Rental for the Day (Available 8am-Midnight)
- White or Black Linen Napkins and Tablecloths
- Staging for Head Table
- Decorative Lighting Under Table Skirting for Head Table and Cake Table
- Pipe and Drape Behind Head Table
- 3 Tea Light Votives and Holders for Each Guest Table
- China, Glassware, Silverware and Serving Equipment
- Setup and Tear Down of Arrowwood Items

## Additional Fees:

- A/V Equipment, Linens of Specific Color, Butler Service





# General Wedding Information

## • HOW DO I RESERVE THE VENUE SPACE FOR MY EVENT?

We require a signed wedding contract, a signed function agreement and the room rental fee plus associated taxes on amount as a non-transferrable and non-refundable deposit towards your event. This amount is deducted from your final bill.

## • WHEN DO I HAVE ACCESS TO THE ROOM ON THE DAY OF MY EVENT?

Access to the room is given at 8am the day of the event. We do ask for a list of vendors (florists, DJ, etc) that we can anticipate being in the room that day as well. Last call for the event will be no later than 11:30, with the event concluding at midnight unless other arrangements are made with the Catering Department.

## • CAN WE BRING IN OUR OWN FOOD AND BEVERAGE?

Arrowwood Resort allows you to provide your own cake/dessert and mints for your reception. Any other outside food is not permitted due to licensing restrictions. This includes alcoholic beverages. During the event, any outside food and beverage not allowed will be confiscated. No banquet food or beverage can be removed from the facility due to licensing restrictions.

## • CAN YOU PROVIDE OUR WEDDING CAKE?

Unfortunately, we cannot provide your cake, we do have some dessert items that couples have used in the past, such as cheesecake and cookies. We would be happy to provide you with a list of excellent bakers who have done fine work with us in the past.

## • WHO IS RESPONSIBLE FOR DAMAGES?

Please help avoid damages to wallpaper, woodwork or paint by not taping or tacking any materials without prior written consent from Arrowwood. Glitter, confetti and tissue streamers are not allowed. Use of these items will result in a \$500 clean up fee. Due to fire restrictions, all candles must be in glass candle holders. Any damages will be applied to the master bill.

## • MAY WE CHOOSE MORE THAN ONE ENTREE?

Buffets are available with one or two entrees. You may choose up to two selections from our plated reception menu. In addition, we always offer an option for vegetarians. All plates come with the same starch, vegetable and salad. If a different starch or vegetable are requested for the entrées, an upcharge will be incurred per person. Children's

# General Wedding Information

## • WHEN DO I TELL YOU MY FINAL ATTENDANCE NUMBER?

For weekend events, the guaranteed attendance is due 10 business days prior to your reception. Payment in full is due at the time of the guaranteed count, and a current and valid credit card number is required on file for any additional charges.

## • DOES ARROWWOOD ALLOW ENTERTAINMENT?

We encourage entertainment. If loudness from bands, entertainment or public address systems disturbs any other guests, or becomes a problem, our property reserves the right to ask the contact or entertainment leader to reduce the loudness or perform without amplification. Please notify your catering contact of your entertainment three months prior to your event.

## • HOW IS THE FINAL BILL PAID?

10 business days prior to your event, you will meet with your catering contact and go over the banquet event order, final count, and final details. At this time, you will pay the current charges in full. A valid credit card will be put on file for any additional items requested after the meeting. The credit card will be charged after the event concludes and a receipt will be put at the front desk in the hotel lobby.

## • HOW MANY GUESTS WILL BE SEATED AT EACH TABLE?

We use round tables that seat 8 comfortably, or square tables of 10.

## • WHEN CAN WE GET ACCESS TO SETUP?

The room will be available to you in a reasonable amount of time, which will allow you to coordinate with outside vendors. If you need more time, speak to your Catering Manager to discuss.

“ Arrowwood Resort & Conference Center is nestled in the beautiful Iowa Great Lakes Region next to the 27 hole championship Brooks National Golf Club.

Arrowwood Resort and Conference Center is in the heart of all the lakes area has to offer swimming, water-skiing, boating, windsailing, winter activities, shopping, concerts, plays, museums, amusement parks, bike trails and so much more.

Catering is provided by Minervas Restaurant. Since 1977 Minervas has been a part of exceptional midwest dining, offering award-winning menus featuring pasta, steak and seafood.



## Outdoor Ceremony

Wedding ceremonies can be held outside, but additional costs apply including an outdoor wedding fee of \$550, inclusive of tax and chair rental for up to 300 white outdoor folding chairs. In the event of bad weather, the resort does not hold space for a backup site. Indoor space can be reserved based on availability.

## Rehearsal Dinner

More than just a meal, the rehearsal dinner is the perfect opportunity to thank friends and family for their participation and assistance during the planning of your big day!

A smaller banquet room, set specifically for your guests, allows you the option of a buffet or limited menu at a set budget. Or relax at Minervas and let your guests order right off the menu. The options are limitless.

Relax, remember the rehearsal dinner will be the last quiet time you will be able to spend with your close family and friends before your big day. Take this time to spend some quality time with your loved ones, and declare the festivities begun.





# Hotel Rooms

Don't forget guest room accommodations for your family and friends! Help your guests have an enjoyable and safe evening by reserving a group of rooms at a special rate.

To receive a discounted group rate, a minimum of 10 room nights must be reserved. We will assist in the number of rooms held in this block, depending on your guest list. Once these rooms are reserved and guaranteed, we can add additional rooms, based upon availability. It is important to encourage immediate family and attendants to make their reservations early. There is no charge for holding a room block, although we do release the non-guaranteed rooms 45 days prior to date of arrival.

Our rooms are newly renovated with all the comforts you would expect from a full service hotel. Your guests can enjoy continental breakfast or Sunday Brunch in Minervas Restaurant.

Early notification can assist in filling the room block.

Please contact the Sales Manager at 712-332-2161 ext 2 or [arrowwoodsales2@arrowwoodokoboji.com](mailto:arrowwoodsales2@arrowwoodokoboji.com) to arrange for your room block.

# Hotel Amenities

- 100 newly renovated guestrooms
- Complimentary breakfast and internet access
- Minervas Restaurant & Bar - a regional favorite!
- 30,000 sq ft of convention space with 10,000 sq ft event hall
- Creative, custom on-site catering
- Outdoor function spaces, outdoor lap pool, putting green, croquet court, BBQ and picnic area, sand volleyball
- Adjacent to 27-hole Brooks National Golf Course
- Year-round Indoor water playland



## *Booking & Billing Policies*

The wedding package fee to host all wedding receptions is dependent on location.  
Wedding package fee is due upon signing of the contract and will reserve the space.  
This deposit is non-transferrable and non-refundable if the function should have to cancel.

### Timeline

Upon booking:	Signed contract is due Wedding package fee is due
Five weeks prior to event date:	All food, beverage & event details are due
Ten business days prior to event date:	Guaranteed number of guests to attend is due Estimated balance for the event is due

Any additional charges incurred during the event that exceed those deposits & payments previously paid will be billed out separately after the event is completed.

### Room Capacities

We recommend the following amount of space for your reception:

*Bayhill: 50-150 people*  
*Sundeck: 50-150 people*  
*St. Andrews: 100-200 people*  
*Wimbledon Event Hall: 200-500 people*





# Sides

## SALADS

- Garden Salad with One Choice of Dressing  
(Ranch, French, Red Wine Vinaigrette)
- Minervas House Italian Salad (+\$0.50)  
(Red Wine Vinaigrette)
- Cranberry Spinach Salad (+\$0.50)  
(Cranberry Dressing)
- BLT Pasta Salad, Seasonal Fresh Fruit,  
Broccoli Balsamic Salad
- Sunrise Fingerling Potato Salad

## VEGETABLES

- Steamed Green Beans with Crimini Mushrooms
- Steamed Green Beans with Applewood Bacon and Shallots
- Brown Sugar Glazed Carrot Coins
- Vegetable Medley with Lemon Garlic Butter  
(Zucchini, Squash, Red Onion, Carrots,  
Peppers, and Broccoli)
- Fire Roasted Corn with Chipotle Butter

## STARCH

- Whipped Garlic Mashed Potatoes
- Sour Cream and Chive Mashed Potatoes
- Loaded Mashed Potatoes  
(Bacon, Cheddar Cheese, Sour Cream,  
and Green Onions +\$1.50)
- Parmesan Red Bliss Potatoes,
- Oven Roasted Yukon Potatoes
- Minnesota Wild Rice

# Plated Dinner Entrees

Priced per person. All plated dinners are served with house bistro rolls, one choice of salad, one choice of vegetable, one choice of starch, and fresh brewed coffee or tea.

## ROAST BEEF JARDINIÈRE

Slow Cooked and Tender Roast Beef with Savory Red Wine Sauce \$22

## BOURBON GLAZED PORK LOIN

Roasted Carved Pork Loin, Spiced Cider Reduction \$20

## MONTREAL PORK CHOP

Bacon Wrapped Pork Chop, Montreal Seasoning, Red Wine Demi,  
Caramelized Onion Slab \$21

## BREAST OF CHICKEN

*Marsala* - Sautéed with Mushroom Marsala Sauce  
*Balsamic* - Served with a Balsamic Mornay Sauce and Garnished  
with Tomato Relish \$20

## HONEY PEPPER SALMON

Salmon Filet with Sauce Béarnaise \$23

## SWEET CHILI GLAZED SHRIMP

Grilled Shrimp Tossed in Coconut Sweet Chili Sauce  
and Garnished with Asian Slaw \$22

## SPINACH ARTICHOKE STUFFED TOMATO

Jumbo Roasted Tomato Stuffed with Spinach Artichoke Dip \$19

## TOP SIRLOIN

8oz, Aged Choice Cut of Top Sirloin,  
Charbroiled to Medium, with a Bourbon Cream Sauce \$23

## BEEF TENDERLOIN

Charbroiled to Medium, Bacon Wrapped Choice Cut  
Tenderloin with Red Wine Demi \$29

# Dinner Buffets

Dinner Buffet Includes (2) Salad Choices, (1) Starch Choice, (1) Vegetable Choice and Entrée Selection.  
Buffet Also Includes French Bistro Rolls & Butter, Fresh Brewed Coffee or Iced Tea.

**ONE ENTRÉE \$23   TWO ENTRÉE \$26**

## **ROAST BEEF JARDINIÈRE**

Roast Beef Jardinière with Savory Red Wine Sauce

## **BOURBON GLAZED PORK LOIN**

Roasted Carved Pork Loin, Spiced Cider Reduction

## **BALSAMIC CHICKEN**

Balsamic Mornay Sauce and Garnished with Tomato Relish

## **CHICKEN MARSALA**

Sautéed with Mushroom Marsala Sauce

## **ROSA PRIMAVERA MANICOTTI**

Three Cheese Stuffed Manicotti Topped with Marinara and Alfredo Sauce

## **HONEY PEPPER SALMON (+\$2)**

Salmon Filet with Sauce Béarnaise

## **ROASTED TRI TIP STEAK (+\$3)**

Charbroiled and Seasoned with Bourbon Steak Sauce and Haystack Onion

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A reception is elevated to an extra special event with details such as wine service or butlered Social Hours.

If there is something that would make your special day perfect, do not hesitate to ask. Our On-site Wedding Coordinator can help to create an event you and your guests will remember for years to come.

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# Reception Social Hour

Cold Hors d'Oeuvres	Per 50 Pieces
<b>Mozzarella Pin Wheels</b> .....	\$100
Prosciutto and basil stuffed mozzarella garnished with balsamic glaze and arugula.	
<b>Deviled Eggs</b> .....	\$75
<b>Bruschetta</b> .....	\$80
Roma tomato mix on crostini, garnished with balsamic glaze.	
<b>Shrimp Cocktail</b> .....	\$140
Peel and eat cocktail shrimp served with lemon cocktail sauce.	

Hot Hors d'Oeuvres	Per 50 Pieces
<b>Boneless Chicken Bites</b> .....	\$100
Honey BBQ, Buffalo, Coconut Sweet Chili, and Cinnamon Roll	
<b>Beef Meatballs</b> .....	\$80
Cherry Cola, Swedish, Bourbon Glazed	
<b>Sliders</b> .....	\$150
Classic burger, BBQ pulled pork, buffalo chicken.	
<b>Mushroom Caps</b> .....	\$75
Roasted with sausage, spinach, fresh garlic, and jack cheese.	
<b>Chicken and Waffle Bites</b> .....	\$100
Served with tabasco infused maple syrup.	
<b>Stuffed New Potatoes</b> .....	\$80
Herb cream cheese stuffed potatoes with cheddar cheese, bacon and scallions.	

Late Night Snacks (Per 50 people)	
Pretzels .....	\$50
Snack Mix .....	\$75
Chips, Salsa, and Nacho Cheese .....	\$100
Popcorn .....	\$50
Flavored Popcorn .....	\$60
Mixed Nuts .....	\$125

All prices subject to 18% taxable service charge and applicable taxes. Prices are subject to market change.

# Appetizer Displays & Platters

All displays and platters prepared to serve 50 people unless specified

<b>Vegetable Display</b> - A colorful combination of crisp seasonal vegetables with ranch dipping sauce.	\$150
<b>Spinach &amp; Artichoke Dip</b> - Warm spinach and artichoke dip served with crostini and french bread.	\$165
<b>Cheese Display</b> - An assortment of domestic cheeses served with a variety of crackers.	\$200
<b>Fresh Fruit Display</b> - An assortment of fresh seasonal fruit.	\$150
<b>Mirror Display</b> - Assorted sliced cheese, assorted salami, honey, stone ground mustard, melba sauce, mixed nuts, gherkin pickles, grapes, strawberries, assorted crackers and parmesan cheese crisps.	\$225
<b>S'mores Bar</b> - Classic s'mores ingredients served with an open flame to toast the marshmallows.	\$100

# Bar Service & Dessert

## BAR POLICY

No outside liquor allowed. A \$25/hour bartender fee is applicable to cash and host bars with sales less than \$200. A bartender is required for all host and cash bars. Applicable state laws will apply. Additional bar and bartenders available upon request with additional fees. All Bar Service requires a valid credit card on file.

## HOSTED BEVERAGE OPTIONS

We offer a variety of hosted beverage options from kegs to drink tickets. Inquire with your catering professional for different options to meet your guest's needs

## WINE & CHAMPAGNE

Minervas is proud of our extensive wine list, featuring wines from around the world. Please ask for our wine list to complement your special event. Ask our on-site wedding coordinator for more information and prices.

## SPECIALTY TABLES AND DISPLAYS

In recent years, the popularity of specialty tables and displays has risen. Ask our catering professionals for options and ideas to help make your reception unforgettable.

## HOST FOUNTAIN SODA PACKAGE

100 people or less .....	\$75
101-250 people .....	\$100
251 plus people .....	\$125

## *Edible Centerpieces*

Pre Set Appetizer Trays for the Center Pieces at Each Table  
(Serves 6-8)

**Meat & Cheese** \$28

**Mini Mirror Display** \$35

**Fresh Fruit** \$20

**Chocolate Covered Strawberries** \$20

**Cookies & Milk** \$20

**Crème Puffs and Petit Fours** \$50

## *Mimosa Package*

Serves 12 \$60

\$5 per additional person

- House champagne on ice
- De-stemmed cherries
- Grapefruit Juice and Orange Juice
- Grenadine

## *Wedding Party Package*

Serves 12

- Turkey or Ham sliced subs with lettuce, tomato, onion, American cheese, mayo and mustard
- Bottled water and chips
- 12 pack domestic beer and bottle of champagne \$150





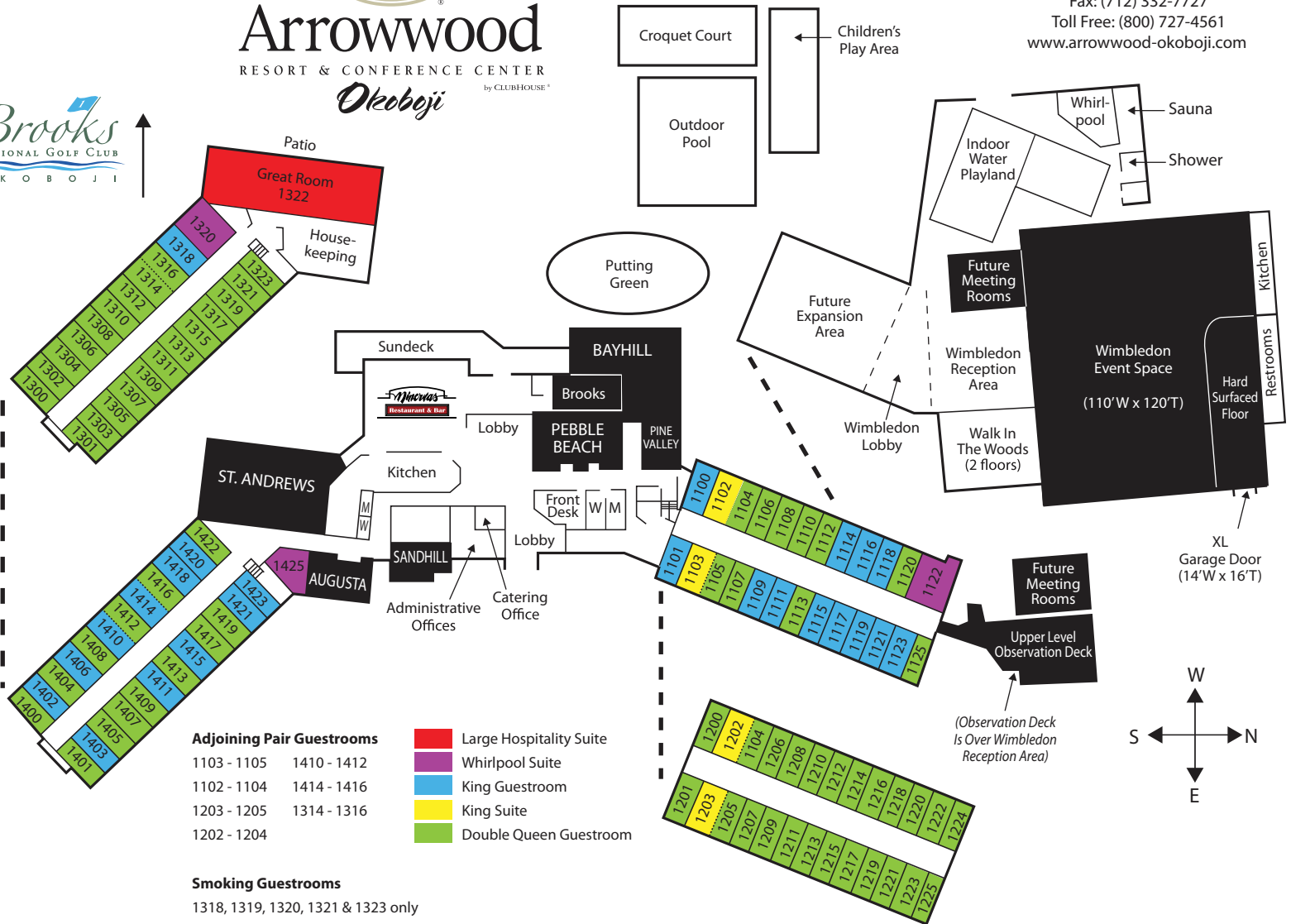
# Property Map



**Arrowwood**  
RESORT & CONFERENCE CENTER  
*Okoboji*  
by CLUBHOUSE®



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Okoboji, Iowa 51355  
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Fax: (712) 332-7727  
Toll Free: (800) 727-4561  
[www.arrowwood-okoboji.com](http://www.arrowwood-okoboji.com)





Contact our sales and catering department today  
so we can help you start planning your memorable day!

1-800-727-4561 ext 5

[minervascatering2@arrowwoodokoboji.com](mailto:minervascatering2@arrowwoodokoboji.com)

Photos Courtesy of Shaela Elise, Studio 309 & Courtney Cook Photography

*Minervas*  
catering & events



Arrowwood  
by CULVERHOUSE