



THE OZANNE OUTPOST AT HAWTHORN HOLLOW

Petite Weddings

Congratulations!

You've found the love of your life and are ready to say "I Do!" We want your day to be everything you've dreamed of. If anything, now more than ever, we know what is most important!

Our Petite Wedding Package helps you celebrate with an intimate ceremony, beautiful photos, and a gathering with those family and friends dearest to you. We look forward to celebrating with you on your special day!





Your Wedding

- 4-Hour Access to Ozanne Outpost for up to 30 People,
with Your Choice of Ceremony Location
- Private Level in Pike House for Wedding Preparation and Photos
 - Dedicated On-Site Coordinator
 - White Padded Garden Chairs
 - Cocktail Tables with White Linens
 - Champagne Toast For All Guests
 - Your Choice of Two Signature Cocktails
- Beverage Station with Infused Water & Lemonade
- Your Choice of Two Butler-Style Passed Hors D'oeuvres

\$2700 + tax

Available Time Options: 10:00AM - 2:00PM OR 4:00PM - 8:00PM

\$30 per guest for any additional guests

50 Final Guest Count Maximum

Available Sunday through Thursday

BUTLER-STYLE PASSED HORS D'OEUVRES - YOUR CHOICE OF 2

BBQ Glazed Meatballs

Parmesan & Artichoke Crostini

Corn Bread Squares with BBQ Pulled Pork and Sour Cream Dollop

Butterflied Shrimp with Cocktail Sauce

Tomato & Basil Bruschetta on a Toasted Crostini

Watermelon, Mozzarella, and Mint Skewers with a Balsamic Truffle Drizzle

Honey Chicken Salad & Cranberry on a French Baguette Wedge

ENHANCEMENTS AND UPGRADES

Upgraded Cocktail Table Linens

Cocktail Table Linens & Upgraded Ties

\$19.50 Per Cocktail Table

Lamour, Bichon, and Other Specialty Linens available – Consult Event Specialist for Pricing

DECOR RENTALS

Card Box

Romantic Pewter Lantern or Rustic Magnolia Brand Lantern

\$25 Rental

Ceremony & Table Decor

Wood & Glass Lanterns	\$12 per Lantern
Open-Air Lanterns/Pillars	\$15 per Lantern/Pillar
Wood Pedestal Stands	\$20 per Stand
Copper Lanterns	\$15 per Lantern
Wood Block Votive Holders	\$3 per block
Mercury Glass Votives	\$2.50 per votive
Wood Ceremony Pillars	\$50 for set

All Centerpiece Rentals include New Glass Vase and White Unscented Candle

*Please consult Event Specialist for Pricing on Music Services, Florals,
Cake to Cut, & Photographers*



Typical Wedding Day Timelines



Petite Wedding - Morning

10:00AM Wedding Party Arrival

10:30AM - 11:30AM Photos

11:30AM Ceremony

12:00PM Family Photos, Toasts, Cocktails & Hors D'oeuvres

2:00PM Guest Departure

Petite Wedding - Evening

4:00PM Wedding Party Arrival

4:30PM - 5:30PM Photos

5:30PM Ceremony

6:00PM Family Photos, Toasts, Cocktails & Hors D'oeuvres

8:00PM Guest Departure

YOUR PLANNING TEAM

Hanni Gould

CHIEF OPERATIONS OFFICER

Hi, my name is Hanni and I am the Chief Operations Officer for Culinary Infusion, the parent company to our wedding & event venues. I've been with the organization since its inception in 2013, and have designed each of the spaces during renovations, and played a Venue Director role at each of our wedding venues. Now, as COO, I oversee the daily operations and marketing for the company. Many days though, you can still find me jumping in to help couples work through the details of their big day! Who doesn't love to be a part of someone's wedding?!



Kelsey Bakkila

EVENT SPECIALIST

Hi there! I'm Kelsey, one of our Event Specialists for Culinary Infusion. I am the one working with you from day one --- showing around this gorgeous property, chatting through your wedding vision, helping plan details; and on the big day, working with our incredible team to execute your wedding seamlessly.

Fun little nugget about me is that I am actually a former Ozanne Outpost bride myself! Having planned my own wedding here, my goal is to make your planning process as enjoyable and stress-free as possible! As an outdoor nature sanctuary, Ozanne Outpost can take on whatever style you envision for your day --- bohemian, rustic, whimsical, elegant, simple and natural --- Your style is our style!



CATERING POLICIES

EVENT PAYMENT

To secure your Petite Wedding, a non-refundable payment of \$1,200, and signed contract is required. This payment will be applied to your final invoice.

To secure your date, payment may be made by check, cash, or credit card. A credit card number is required to be on file for all events in case any additional charges incur on the day of the event.

Any changes to your event plan will be reflected on an updated invoice. Damage incurred by the client will be deducted from the security deposit.

PAYMENT SCHEDULE

Ten (10) days prior to your event date, 100% of the remaining balance of the estimated contract is due. Any incidental charges and/or damages to the building or its contents will be incurred by the client, and reflected on your final invoice.

PRICING AND SERVICE FEES

Food and beverage purchase is required when renting event space for a Petite Wedding at Ozanne Outpost. All food and beverage will be contracted through Culinary Infusion.

5.5% sales tax will be reflected on all final invoices.

Prices may be subject to change **to reflect market conditions**. Final menu pricing may be requested in writing thirty (30) days prior to your event.

FOOD AND BEVERAGE

All food and beverage for the event will be contracted through Culinary Infusion.

Final menu and beverage selections must be confirmed ten (10) days prior to your event.

In order to comply with Wisconsin health department regulations, leftover food and/or beverage may not be taken off-premise.

No shots, martinis, blended drinks, or Long Islands will be served. Bartenders have the right to ID and refuse service to any guest, as they see appropriate.

GUEST COUNT

Culinary Infusion is following the Governor's orders and recommendations from the CDC regarding social gatherings and maximum guest capacity. Final guest count confirmation is due ten (10) days prior to your event date. Final F&B invoice is based on your guaranteed count and is not subject to reduction. Should your guest count exceed the guarantee, the updated guest count will be reflected on your final invoice.

VENDOR SETUP AND DECORATIONS

All deliveries (flowers, DJ, etc.) may be made up to one (1) hour prior to the wedding, unless special arrangements have been approved and coordinated with Event Personnel. All vendors must provide a Certificate of Liability thirty (30) days prior to the event date. Client is responsible for requesting all documentation from vendors.

All candles (pillar, votive, tea light, etc.) must be in candle holders that are fire proof, contain the flame in its entirety, collect melted wax and prevent burning/scorching of surface on which the candle is placed. Taper candles and scented candles are not allowed. Any costs associated with burns, smoke, or wax will be incurred by the client and reflected on the final invoice.

Clients are not allowed to use ladders or exterior equipment when decorating. Balloons and fireworks of any kind are not allowed. Birdseed, rice, confetti, and any such decoration smaller than one inch in diameter is prohibited. A \$500 cleanup fee will be applied to your final Ozanne Outpost invoice if these guidelines are not adhered to.

SECURITY

Ozanne Outpost and Culinary Infusion do not assume responsibility for the damage or loss of property of any items brought onto the property by clients, vendors, or any guests. Access to the pond and river is not allowed. Pets are not permitted on the Ozanne Outpost property. All items must be removed at the conclusion of your wedding.

SMOKING POLICY

Smoking is not allowed in The Pike House, and is only permitted in designated areas on the grounds. All cigarettes must be disposed in proper waste containers.

CANCELLATION POLICY

Should it be necessary to cancel your event, your initial payment will be forfeited. If you cancel within 10 days of your event, both the initial and final payment will be forfeited.