

PRICING

DEPOSIT

Only a \$1,000 non-refundable deposit is needed to reserve your date for your special day. Your deposit will get applied to your final bill (10 days) prior to your event date

SECURITY FEE

Required by law for all events with 100+ attendees, an off duty Washington County Officer will be contract for service for a minimum of 4 hours - \$250

DESSERT SERVICE FEE

Staff will set-up desserts or cut your cake - \$1.50 per person.

UP-LIGHTING

\$35/per light, up to 6

CEREMONY FEES

50-100 guests \$300

100-150 guests \$375

150-200 guests \$450

200+ \$500

BAR SET-UP FEE (FOR 8-HOURS OF SERVICE)

\$100 for reception only

\$150 for bar service during flip

\$35 per additional hour

TAXES & SERVICE FEE

7.375% on food

9.625% on alcohol

22% service fee on all food and beverages

BRIDAL PARLOR

\$200. Room: 6am-6pm, Tables/Chairs/ lounge chairs, Mirrors, 1 Bottle of Champagne, water station and orange juice

*Additional Food & Beverage may be purchased

ROOM RENTAL

(Minimums must be met before tax, event fee and room fees)

APRIL - OCTOBER

Saturday

\$1,500 room rental, \$6,000 food and beverage minimum

Friday & Sunday

\$1,000 room rental, \$5,000 food and beverage minimum

NOVEMBER - MARCH

Saturday

\$1,000 room rental, \$5,000 food and beverage minimum

Friday & Sunday

\$750 room rental, \$4,000 food and beverage minimum

Many different room options for hosting rehearsal dinners, bridal showers and gift openings. Ask your sales executive for more details!

the Pavilion at Lake Elmo



ROOM NAME	DIMENSIONS	SQ FT	BANQUET
Pavilion	68 x 55	3740	220
Hastings	40 x 17	680	30
Afton	52 x 30	1560	100
Stillwater	35 x 26	910	60
Bayport	33 x 26	858	60
Stillwater/Bayport	68 x 26	1768	120
Redwing	26 x 26	676	50
Wabasha	26 x 26	676	50
Redwing/Wabasha	52 x 26	1352	100
Pre Function	52 x 30	1560	

Thank you for considering The Pavilion as your trusted event venue. Attached to the Holiday Inn & Suites Lake Elmo and The Machine Shed Restaurant, our property boasts over 9,000 feet of wedding and event space to treat your guests to luxury and comfort. Our Machine Shed culinary team partners with you to artfully craft a menu fit for your big day. When you select The Pavilion, you select an all-inclusive experience.

2022
PRICING GUIDE

Our team at The Pavilion has a passion to deliver extraordinary service so you can focus on the details that matter the most – creating memories. With no detail too small, our event staff can coordinate venue setup, catering and off-site vendors. Our award-winning Machine Shed Restaurant can develop menus customized to your every preference. Heartfelt, friendly and personalized service is what we do best!

HOTEL

- Complimentary one night stay in a Whirlpool Suite
- Special Room Block Rate for your group

RESTAURANT

- Complimentary Tasting



YOUR ROOM RENTAL INCLUDES:

- Room from 8am-Midnight
- Linens/ Napkins- Black or White
- Decorative Backdrop for head table
- Smoked Oak Dance Floor 21 x 21
- Large round banquet tables

- Comfortable Ballroom chairs
- White Bone China, Elegant Flatware, Glassware
- Head table, Cake table, Gift table, High top tables
- Coat Racks (if needed)
- AV equipment

Envision tables adorned with the glow of votive candles with lighting – and a decorative backdrop for the head table that you sit at as bride and groom. Sit back in our comfortable ballroom chairs before having your first dance on our oak dance floor.

Enjoy a meal customized to your liking by the culinary team at the Machine Shed Restaurant. Impress your guests as their meals are served on White Bone China, with elegant flatware and glassware – perfect for sipping champagne during toasts.

Spend your first night as husband and wife in our complimentary whirlpool suite, and let us accommodate your guests with a special room block rate at our attached Holiday Inn & Suites.