



Your Custom Event Packages 2018 Policies & Pricing Information

To the Bride & Groom

We congratulate you on your engagement, and look forward to turning your dreams into reality...

Weddings & Events at Ocean Lodge

We personalize each wedding with an on-site Catering Manager and Banquet Team who will assist you in planning and executing every detail from the moment you say "Yes!" to the moment you say "I do!" through Guest Farewells! We offer suggestions for vendors for: Photography, Videography, Floral, Specialty Linens, Wedding Favors, and Entertainment.

Wedding Packages include

- Wedding Rehearsal space
- Use of all existing Ocean Lodge teak furniture and seating, tile top tables, and restaurant furnishings.
- Banquet tables for hors d'oeuvre stations
- Ocean Lodge china, glassware, stemware, silverware and hors d'oeuvre napkins
- Dedicated Banquet Captain and event staff in black and white attire during your event

Venues

West Lawn

Beautiful Green Lawn surrounded by Lush Landscape. Offers multiple set-up opportunities and special entrance for the Bride, Groom and Wedding Party.

Fountain Courtyard

Our Brick Courtyard with Ornate Cascading Fountain and Wrought Iron Gates as the backdrop.

Sun Room Terrace

Located on the fourth floor, this area offers the Outdoor Sun Terrace with ocean views.

The Rooftop

Located on the fifth floor, both the Rooftop Terrace, Indoor and Outdoor areas are transformed with limitless possibilities to create your dream....all with the best panoramic ocean views on St. Simons Island.

Venue Fee (includes setup and breakdown)

- | | |
|--|--------|
| • West Lawn/Fountain Courtyard/Sunroom Terrace | \$1500 |
| • The Rooftop | \$3000 |
| • Ceremony Venue and Rooftop Reception | \$4000 |

Rehearsal Dinner Venue Fee (includes set up and breakdown)

Dinner on our gorgeous Rooftop Terrace and Lounge with unparalleled views of the Atlantic Ocean.

- | | |
|----------------------|--------|
| • Restaurant Inside | \$1500 |
| • Restaurant Outside | \$2500 |
| • Entire Restaurant | \$3000 |

In order to reserve The Rooftop for a private event, a full plated or buffet meal must be part of the event package. Venue rental time is up to 1 hour for a ceremony and 3 hours for the dinner or reception. Extended hours may be added to your event at an additional charge.

Accommodations & Lodging

One thing we love is to be surrounded by family and friends.

For your Wedding Event, we can offer our Penthouse (for the Bride & Groom), along with 14 luxurious suites, each with their own private ocean view verandah, based upon availability.

Our custom wedding packages can include lodging accommodation options, including the ultimate experience option of reserving all 15 suites, making our entire Tuscan Style "Villa" yours for the weekend. Weekends carry a two-night minimum stay.

We are a luxury boutique hotel and all rate quotes are based on double occupancy. Each suite with its two full baths and additional queen sleeper can accommodate four guests and the additional two are charged \$50/day per each to include additional bedding (pre-made), and table top breakfast service, complimentary bikes, and concierge service.

If fewer than 15 suites are reserved, all overnight guests must be age 14 or older.

If all 15 suites are reserved then the wedding party or family event can bring children of all ages and then the Ocean Lodge becomes exclusively yours (outside of normal restaurant operating hours).

Rates vary depending on actual dates, season, and numbers of suites reserved. Rate information will be provided once an official proposal has been requested.

Food & Beverage

Your Catering Manager and Ocean Lodge Executive Chef will help create and customize culinary preferences for your event. Fabulous cuisine and spirits with our a la carte buffets, heavy hors d'oeuvre stations and plated meal selections. All event food and beverage (other than your cake) must be provided by Ocean Lodge.

A full selection of beverages are available to include, if you desire, your own specialty cocktail perfectly matched for the occasion. Pricing options available from a la carte to event bar packages to accommodate your tastes and budget. There is a \$150 fee per bartender (One bartender required for every 75 guests).

Service Charges & Special Service Charges

A 21% service charge and 7% state sales tax will apply to all food and beverage.

Special functions may require additional service charge (for location and staffing costs) above those normally needed and will be calculated and presented to client for approval in advance.

Vendors, Rentals & Décor

All rental items and fees, must be approved by the client and Ocean Lodge Management.

Rehearsal Dinner: Depending upon the number of guests and venue area for dinner, rental of tables and chairs may be required.

Ceremony chairs begin at \$6.00+ tax per person plus a delivery fee.

Wedding Reception and/or Dinner: Additional tables and chairs and linen rental is procured through Ocean Lodge with prices depending upon personal selection. A variety of options are available to fit every budget.

We will assist whether you work with our preferred list of vendors or provide your own...for your Officiant, Florist, Photographer, Cake and Entertainment.

Should you choose to create gifts, floral, and décor yourself, we are happy to offer a design/storage area at no charge.

Entertainment

In accordance with local ordinances, all entertainment must conclude no later than 10:30 pm.

All entertainment to be used on Ocean Lodge property must be approved by the client and Management. No large bands are permitted, in accordance with local ordinances and the respect of other guests. Ocean Lodge reserves the right to supervise the levels of any amplified entertainment.

Outdoor Functions

When an outdoor location is reserved, an inclement weather back-up location will also be reserved.

In cooler temperatures, outdoor standing heaters and wall heaters are available at Ocean Lodge.

The Ocean Lodge reserves the right to relocate an event to the back-up location in the event of a 30% or greater forecast of inclement weather. The decision may be made as early as five hours prior to your event.

Event Deposits

Upon selecting Ocean Lodge as your destination and signing of a Contract, a Save the Date deposit of the venue fee will be due. Your second deposit of 1/2 of the remaining anticipated event cost will be due 60 days prior to the event. The final 1/2 of the remaining estimated cost will be due 10 business days prior to the date of the event. For any charges based on consumption or additional costs made by client request during the event, your credit card will be charged immediately following the event.

A valid credit card must be on file at all times and all deposits are non-refundable. Your Contract will outline specific information for cancellation of an event.

Accommodation Deposits

Also due at Contract signing will be a deposit of 50% of the guest accommodations for the number of nights reserved. This will hold the Suites for you over the dates indicated.

Beyond the rooms you wish to hold for the bridal party, if guests will be calling and paying for additional rooms individually, we will switch the individual room hold from your account to the guest account as reservations are made. Once the rooms are reserved, your initial deposit will be applied toward your final event balance. Should your guests not book these accommodations, you will be responsible for any remaining room charges.

Your most special of days...exclusively yours...

The details..exclusively ours...

We're waiting to hear from you...

Ocean Lodge
912.434.5365
jamie@seapalms.com