



Voyageurs Lutheran Ministry Wedding Policies/Guidelines for Camp Hiawatha and Camp Vermilion

The flat rate charge reserves the space for your event.

- Weekend rate of \$5000 includes access to the sauna, campfire rings, waterfront, and use of non-housing buildings.
- Day rate of \$2000 includes access to ceremony and reception space, as well as a place for the bridal party to dress. Other buildings or site space may be available, but are not guaranteed.
- The exact buildings and any outdoor spaces you plan to use must be finalized 30 days prior to your event.
- Housing and meal costs are in addition to this flat rate.

A cleaning/damage deposit of \$250 is required. This amount will be credited to the final balance if no damage or excessive cleaning is required after the event.

Alcohol deposit of \$250 is required. All but \$75 is credited to final balance if no damage or alcohol related issues happen.

Wedding Party must provide General Liability limits of \$1,000,000 per occurrence / \$2,000,000 aggregate, and name Voyageurs Lutheran Ministries as Additional Insured. Additionally, Host Liquor Liability Coverage is required if alcohol is to be served. To obtain and purchase these certificates directly from the insurance company go to <http://www.kandkinsurance.com/sites/events/Pages/Wedding-Events.aspx>

50% of the package rate as well as the cleaning and alcohol deposits are required with signed agreement and signed alcohol policy.

Catering/Food Service:

- Use of our main commercial kitchen is not part of the use of the site for your event.
- Bridal party/family also does not have access to the camp's main kitchen refrigerators for alcohol, wedding cake/dessert, or other foods
- Refrigerators are available in the Bakk House (Vermilion) or Retreat Center (Hiawatha) along with small dorm size units in each dining hall.

Outside Caterers: must be self-contained in regards to preparation and clean up. Our buffet lines are available for serving.

- If your caterer cannot be self-contained and is requesting access to our kitchen then a conversation with the caterer and VLM staff needs to take place at least 6 months before the event before they would be approved to use our kitchen.
- Caterers will be expected to provide proof of food service license and food safe certification for any staff they plan to use. The Caterer must provide General Liability limits of \$1,000,000 per occurrence / \$2,000,000 aggregate, and name Voyageurs Lutheran Ministries as Additional Insured.
- If caterer is serving alcohol the certificate must reflect \$1,000,000 Liquor Liability.
- Additionally, an insurance Certificate reflecting Evidence of Workers Compensation Coverage is required.
- A tour of the facility with the caterer is required and a complete list of dishes and equipment they will need to use. There would also be an additional charge of \$1000 for this as we would require a VLM staff member to be in the kitchen with them.

Catering provided by Camp staff:

- Meals are served buffet style.
- Weddings over 200 people must be approved by our food service staff before we agree to provide catering services.
- Numbers are required 3 weeks prior to the wedding date, and that is the number that will be billed to the couple.

Catering Rates: subject to change

Breakfast on Saturday and/or Sunday - \$10 per person

Continental breakfast option for \$5 per person

Brunch again on Saturday and/or Sunday - \$11 per person

Lunch - \$12 per person

Catered meal for **rehearsal dinner**, depending on the menu, would start at \$15 per person.

Catered meal for **reception dinner**, depending on the menu, would start at \$20 per person.

children ages 4-11 are half price; 3 and under are free

Lodging

It is the responsibility of the couple or their designee to assign housing/take guest reservations. Guests should not call the camp to serve a cabin/room.

Camp Hiawatha options:

- Retreat Center - rented as a whole building. There is a full kitchen in this building, and any bridal party or family food should be kept here.
- Dorm Rooms - \$115 per night. This rate assumes it is a family or group of friends using the cabin. If you have an individual or couple who would like their own room, the cost is \$44 per person per night.
- Tent or Camper - \$18 per night for a tent; \$25 per night for a camper/small RV (we do have limited options for water and electric hookups, and cannot accommodate 30 amp needs).

Camp Vermilion options:

- Voyageur Lodge - the larger rooms that sleep 8-16 people are \$135 per room per night; the smaller room is usually rented at a per person rate, which would be \$52 per person per night. (If you happen to put 4 people in that room, we would do the per room rate instead; basically we go with what is cheaper)
- Bakk House - rented as a whole building. There is a full kitchen in this building, and any bridal party or family food should be kept here.
- Summer cabins - \$73 for one night; \$55 each additional night. This rate assumes it is a family or group of friends using the cabin. If you have an individual or couple who would like their own cabin, that rate is \$25 per night per person.
- Tent or camper - \$18 per night for a tent; \$25 per night for a camper/small RV (we do have limited options for water and electric hookups, and cannot accommodate 30 amp needs.)

Other Important Notes:

- Pets are not allowed at camp during wedding events. Certified service animals are the exception.
- If you are planning an outdoor wedding, you need to have a rain backup option. Camp buildings are an option but have limited capacity.
- Smoking is not permitted in ANY building or on wooden decks. We also ask that people remain 15 feet away from buildings when smoking.
- Camp canoes are not available to be used to hold beverages and ice.

At Camp Hiawatha - receptions need to be held indoors, as there is no amplified sound allowed outside after 7pm. This is a way we can be good neighbors to others on the lake.

