

CELEBRATIONS

at Oakwood Resort



Memories Begin Here

Celebrate With Us

Anniversaries
Birthdays
Graduations
Reunions
Gatherings
Milestones
Holidays

What We Offer

In-House Catering and Bar Services
Dedicated Event Staff
Décor Rentals
On-Site Accommodations & Room Blocks

Schedule a Tour

574 - 457 - 7100 | events@oakwoodresort.com

EVENT VENUES



Hilltop

Hilltop features two floors and an outdoor patio, with flexible lower-level airwalls to accommodate your event. Host a gathering on the patio, enjoy cocktails downstairs, and celebrate upstairs. A fireplace, character-filled ceilings, and abundant windows create a warm, inviting atmosphere for any special occasion.

Maximum Capacity: 200 Guests



Small White Chapel

The Small White Chapel offers a historic and charming setting for intimate celebrations and gatherings. Featuring original wooden chairs and timeless architecture, it provides a classic, welcoming atmosphere for celebrating meaningful moments with friends and family.

Maximum Capacity: 40 Guests



The Morrison-Conklin Room

The Morrison-Conklin Room features two versatile spaces. The Morrison offers an open floor plan with three large windows that bring in abundant natural light. The Conklin provides an intimate, private setting ideal for focused gatherings. Both spaces can be opened to create one large area and are well suited for small gatherings and private events.

Maximum Capacity: 100 Guests

EVENT VENUES (Continued)



Grand Lawn and Gazebo

The Grand Lawn and Gazebo offers a picturesque lakefront setting for outdoor gatherings and celebrations. The spacious gazebo can accommodate a band, bar, or presentation area, and tents may be rented at the client's discretion to customize the space to fit their event.

Maximum Capacity: 300 Guests



Lakeside Patio

The Lakeside Patio offers a scenic lakeside setting with a 30-by-60-foot tent. This space is ideal for cocktail hours or private celebrations. String lights around the perimeter and tent sides create an inviting atmosphere while also offering privacy and weather protection. Fire pits are available for rent as an added enhancement to the experience.

Maximum Capacity: 50 Guests



Little Lakeside Gazebo

The Lakeside Patio is the perfect add-on for a cocktail hour or light reception for your gathering. Overlooking the water, this outdoor space allows guests to connect and reflect in a relaxed, scenic setting. Ideal for beverages and small bites, the patio creates a seamless transition.

Maximum Capacity: 40 Guests

EVENT VENUES (Continued)



Event Center

The Event Center offers one, two, or three connected spaces, including a private getting ready suite. Event Center A features a tall wooden ceiling and stage, while Rooms B and C provide flexible space to accommodate a variety of needs. Gatherings, cocktail hours, and celebrations can all take place indoors using the flexible airwalls to create a customized layout.

Maximum Capacity: 500 Guests



Event Center Getting-Ready Suite

The Event Center Getting Ready-Suite is located just steps from the Event Center spaces and features an external entrance for added privacy. It includes three prep stations, two changing areas, comfortable seating, and a coffee bar, providing a convenient and welcoming space for guests or hosts to relax and prepare for their event.

Our venues offer a variety of settings to make every celebration memorable. From the versatile Event Center with flexible airwalls and a private getting-ready suite, to the picturesque Hilltop with its outdoor patio and character-filled interiors, each space is designed to flow seamlessly through your event. Celebrate lakeside with the charming Grand Lawn and Gazebo or the intimate Lakeside Patio, complete with tents, string lights, and optional fire pits. Gather in the historic Small White Chapel or enjoy the flexible Morrison-Conklin Room for pre- and post-event activities. No matter the style or size of your celebration, our venues provide the perfect backdrop for every moment.

VENUE INCLUSIONS

Services and Items Included with Your Venue Rental

- Day-of access to the venue for decorating and setup
- Black or white table linens
- Linen napkins in assorted colors
- Standard chairs
- Standard floor plan diagram
- In-person and virtual planning consultations
- Preferred vendor referrals

ENHANCEMENTS

Additional Items Available for Rent

- Upgraded Napkin Folds
- Upgraded Dinnerware
- Upgraded Table Linens
- Table Overlays
- Decor Rentals
- Ceiling Draping
- Chair Upgrades

RENTAL POLICIES

- Rental times begin at 9:00am Eastern Time.
- *Outdoor and hotel rentals conclude at 10:00pm Eastern Time.
- Hilltop and Event Center rentals conclude at 12:00am Eastern Time.
- All personal items must be removed the night of the event.
- Bar service closes no later than one hour before the rental concludes.

ADDITIONAL SERVICES

Catering and Bar Services

Oakwood Resort offers a wide variety of catering and bar services to complement any event, including plated dinners, buffet options, hosted bars, and cash bars. We invite you to explore our menus for full details, noting that offerings may vary each year. All food and beverages are subject to a 20% service charge.

Hotel Room Blocks

Keep your guests close to the celebration and let them enjoy the full Oakwood Resort wedding experience. With special group rates, stunning lakefront accommodations, and the convenience of being just steps from your venue, a room block provides comfort, ease, and lasting memories for everyone.

- **1–39 rooms:** *No deposit required*
- **40–79 rooms:** *10% of the estimated room block value required*
- **Utilization Requirement:** *An 80% utilization rate is required for all room blocks*

Golf Cart Shuttle Service

Provide a comfortable and convenient mode of transportation for your guests. Our shuttle service operates one hour before the event, thirty minutes between the ceremony and reception, and one hour after the event. The driver will pick up and return guests directly from the hotel, ensuring stress-free travel to and from your celebration.

Tour Boat Rides

Add a unique element to your celebration with Oakwood Resort's scenic boat rides on Lake Wawasee. Public tours are available on Fridays and Saturdays from Memorial Day through Labor Day, offering a fun and relaxing way for guests to enjoy the lake together. For a more private or personalized experience, private cruises can be arranged at any time.

BOOKING PROCESS

1. Inquire with Our Team

Submit your request through our website or contact us directly to share your event details and vision.

2. Schedule a Tour

We'll arrange a personalized tour of our venues so you can see the spaces and imagine your celebration.

3. Receive a Proposal

After your tour, we'll provide a detailed proposal including available dates, pricing, and package options.

4. Confirm Your Date

Reserve your preferred date by signing your contract and submitting a deposit to secure your venue.

Deposit: The full venue rental amount and the room block deposit, if applicable.

5. Plan Your Details

Work with our team to select catering, décor, and any additional services to bring your vision to life.

6. Finalize Your Event

Confirm final guest count, menu selections, and timeline in the weeks leading up to your celebration.

7. Celebrate!

Enjoy your special day with the support of our dedicated team at Oakwood Resort.

FAQ'S

What types of celebrations can Oakwood Resort host?

We host a variety of events, including birthdays, anniversaries, family reunions, showers, milestone parties, and other private gatherings.

Are your venues flexible in size and setup?

Yes! Our spaces can accommodate small intimate gatherings to large-scale celebrations, with customizable layouts to meet your needs.

What is the deposit?

The deposit includes the full venue rental amount and a percentage of your room block estimate (if applicable).

Can we hold multiple dates while deciding?

We offer a 7-day complimentary hold on your preferred date while you make your decision.

Do you allow outside catering?

Outside catering is allowed only if the caterer is licensed and pre-approved by Oakwood Resort. Dessert-only vendors are an exception to this rule. A fee applies for outside catering.

When is final payment due?

Final payment is due 30-days prior to the event.

Are there hotel room block discounts for celebrations?

Yes! Oakwood Resort offers discounted room blocks for you and your guests.

CONTACT US!

Have Questions or Ready to Start Planning?

We'd love to hear from you! Reach out to our events team to schedule a tour, check availability, or discuss your vision.

Oakwood Resort Events

574 - 457 - 7100

events@oakwoodresort.com

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