



2017 Wedding Event Options & Policies

These policies reflect our standard procedures. We do so many weddings that we know what works best. Our goal is to have your wedding be everything you have imagined and more. If you have an idea not covered by this document, please suggest it. We will always do our best to make your dream wedding a reality!

A signed contract and receipt of the deposit is necessary to secure a wedding booking. These policies are provisional and subject to change based on availability, seasonal timing, and other circumstances. Prior to a signed contract, this page is a framework for discussion. The rates listed do not include the appropriate taxes, currently 8.1% with an additional 2% tax for lodging.

Accommodations

Doe Bay has a variety of accommodation choices to suit the preferences of your guests. A two night stay is required, although you will want to stay longer. Wedding guests can now reserve spaces online using a specially created group code. Our welcoming front desk team is still available as needed to assist you and your guests with selecting the perfect accommodations. A deposit for one night's stay is required at the time of booking. All rates are based on double occupancy. There will be a \$20 per person extra charge for any number of people over two occupying a space. All accommodation rates will be based on the rates at the time of the event. The maximum guest capacity is 200; this includes camping.

Full Resort Rental Option (up to 200 guests)

Full Resort Rentals may take place all year round. There is a site fee for exclusivity of the resort of \$3,200. The site fee allows you to erect a party tent and hold your celebration on the waterfront as well as exclusive use of the spa and yoga studio until check out at 11am. The Café will close during your primary catered event to place full attention on your reception but will remain open to the public during all other regular hours of operation.

The Full Resort Package requires a two night minimum rental of all accommodations. Full Resort clients will be responsible for payment of all un-booked accommodations (spaces left vacant) for the event at the minimum rate applicable at the time of the event with a maximum amount due of \$2,000 for vacant campsites and \$2,000 for vacant cabins, yurts, and/or domes. There is an initial deposit required at time of contract execution and will be applied toward your total event charges.

Café Buyout Option **(up to 63 guests indoors and 85 if the outside patio is used as a dining area)**

The Café Buyout fee is \$2,000 for the months of mid-September through mid-June (we do not host Café Buyouts mid-June through mid-September). This allows you to close the Café to the public for the reception. We allow you to have first dibs on the accommodations for your guests before releasing unreserved spaces to the public 90 in advance of your event. We may require certain spaces to be rented depending on the celebration plan, such as the lower field cabins if hosting a Yoga Studio dance party.

Catering costs start at \$45 per person and go up depending on your menu selection. If you choose to use the patio, please be aware of the impact weather can have on the event. Be prepared to rent a tent for the 20x20 foot space.

Using the Otter Cove stage and Café patio for your ceremony would be included in the cost of the Café Buyout. This option only works for groups who do not need to use the patio as a dining space. There will be a site fee of \$500 if you choose a waterfront ceremony on the bluff or any other location on site.

Deposit and Payment Policy

- A deposit of \$3,000 for a Full Resort Rental or \$2,000 for a Café Buyout is required at the time of signing the contract to reserve Doe Bay for your event.
- Additional deposits will be required as the event date approaches towards catering and accommodations as defined in the contract.
- All event charges shall be paid by cash or check. Credit card may be used subject to a processing fee of 3%.

Food

- Catering costs start at \$55 per head to cater a Full Resort Rental wedding reception. A 75% deposit is required at least 45 days prior to the event. Catering costs include dishware, place settings, labor, and servers. Napkins and dining table linens are not included but we can refer you to local vendors. We will provide black table linens for all food service tables.
- Our catering capacity is 200.
- **No outside catering is allowed.** Self-catering for the rehearsal dinner, if located at the Retreat House, is allowed.
- Multi-tiered wedding cakes are allowed from outside vendors, but other desserts are not. There is a cake cutting service fee of \$100 for wedding cakes.
- With the exception of closing to cater your primary event meal, the Doe Bay Café will remain open to your guests and the general public for all meals/hours as usual and advance reservations are recommended for any persons planning to eat in the Café.
- Meat (other than seafood) can be cooked by our Café for the reception.

Beverages

- Doe Bay will provide all of your alcoholic & non-alcoholic beverages. We have a variety of exciting cocktails and our bartender can create signature cocktails to suit your event.
- The corkage fee applies only to wine. We cannot allow outside beer or hard alcohol to be brought in by the wedding clients for the main reception celebration. There is a \$300 minimum corkage fee for up to 20 bottles of wine. After the minimum is met there will be an additional charge of \$15 per bottle. Example: an event that opens 15 bottles would pay a \$300 corkage fee. An event that opens 30 bottles would pay \$450. The corkage fee applies to each catered meal.
- Doe Bay will staff the bar with a bartender(s) free of charge until 10pm. For a full resort rental the cost is \$100 per hour from 10pm-midnight to continue bar service in the Yoga Studio. This is in addition to the cost of drinks. Due to our liquor license, alcohol must be provided and served by Doe Bay staff inside the Yoga Studio.
- Non-alcoholic drinks such as rosemary lavender lemonade, juices, iced tea and fruit sodas are priced at \$3 per person with coffee and tea service available for \$2.50 per person.

Rentals

- PA Rental is available for \$150 per PA, per day. We have three systems available to allow for set up on the bluff, under the tent, and in the Yoga Studio simultaneously. Doe Bay will be responsible for set up and tear down. Moving a system from one location to another is not allowed. We will charge for any damaged or lost equipment.
- There is a \$500/day fee for use of the Yoga Studio for private functions, unless it is a Full Resort Rental in which case it is included. All equipment must be removed from the space by 11am on the day of check out. It is not included in a Café buyout agreement.
- There is a cleaning fee of \$100 for cleaning an outside vendor's rental dishes.
- Projector and movie screen available to rent at \$150 per day.
- Patio Heaters available to rent for \$30 per heater which includes one tank of propane. Additional tanks are \$25 each. These cannot be placed under the tent due to fire codes.
- Other rentals such as tents, tables, chairs, linens, etc. must be rented elsewhere. We are happy to provide you with names and contact numbers for some vendors.
- The site fee for a Full Resort Rental may be discounted 20% for a mid-week wedding or event (*in, on, or after Monday and out by Thursday*), not applicable to July or August.

Miscellaneous

- There will be a 18.5% gratuity added to your catering bill.
- A signed contract & receipt of deposit is necessary to securely book your wedding event.
- All facilities/services are open as usual to the public and/or other guests **unless the entire resort is rented** (Spa, massage, yoga, kayak trips, etc).
- There is a San Juan County Noise Ordinance that loud music must cease at 10PM. All amped music must be moved indoors at 10PM and cease by midnight.
- The Café remains open to the public unless a Full Resort Rental has a substantial catered meal during the Café's normal business hours. The Café will also close to the public for a Café Buyout celebration.

- If extra labor is needed, a charge of \$55 per hour will apply. Examples of this are moving tables, moving chairs, shimmying tables & chairs, moving décor, hired labor for décor assistance, or anything we deem to be beyond our normal routine.
- Coupons for accommodation discounts are not applicable during wedding events.
- A housekeeping gratuity of \$150 - \$200 will be added to your final bill.

107 Doe Bay Road Olga, WA 98279 * 360-376-2291 * Contact Events@doebay.com for more information