



The Historic Dance Pavilion At Oaks Park

2012 Prices, Policies and Information

Welcome to the historic Oaks Park Dance Pavilion! Since 1905 this 5,000 square foot event space has played host to thousands of balls, weddings, family reunions, holiday parties, birthday celebrations, anniversary galas, corporate events and more.

No other location in the city can match the charm, warmth, and ease of this lovely antique landmark.

If you want your special celebration to be unique and memorable then the Dance Pavilion at Oaks Park is the perfect place for you.

We look forward to adding your special day to the long list of memories made at Oaks Park.

7805 SE Oaks Park Way
Portland, OR 97202
503-206-4024, emckay@oakspark.com
www.oakspark.com

Oaks Park Dance Pavilion Rental

Rates:

6 hours for \$850.00
12 hours for \$1350.00
Hourly- \$200.00 per hour

Capacity:

Banquet Seating- 300 guests
Festival Seating- 450 guests

All rentals include:

- ◆ 60" Round Seating Tables & Black Padded Chairs *(For up to 300 guests.)*
- ◆ Sound System
- ◆ Room Host/Hostess
- ◆ Use of Kitchen Appliances
- ◆ Free, Convenient Parking
- ◆ Antique Carrousel Animal Displays
- ◆ Historic Photo Displays
- ◆ Wi-Fi *(Access limited to event organizers only.)*
- ◆ Spacious Restroom Facilities ◆ Air Conditioning ◆ Electricity
- ◆ Additional Items and Services Available
(See Additional Rentals and Services section.)

Reservations and Deposits

In order to guarantee your date, a non-refundable deposit of \$200.00 is required. **All event details must be finalized and the event contract completed a minimum of 3 weeks before your event date.** Deposits will be applied to your total bill. The entire event balance will be due **one week** prior to your event.

Please contact our Dance Pavilion Department at emckay@oakspark.com or 503-233-5777 ext. 108 to schedule a tour or make a reservation.

7805 SE Oaks Park Way, Portland, OR 97202 503-706-4024 emckay@oakspark.com



Policies

Rental Time

The room will be available to your event at the contracted start time. The room must be cleared of all outside property and vacated by the contracted end time. Set up/tear down time for items contracted to be provided by Oaks Park (i.e. seating tables and chairs) will not be counted toward room rental time or price. Early admittance or late departure will result in additional room rental charges.

Beverages

All beverages must be purchased from Oaks Park including, but not limited to: alcohol, water, coffee, tea, soda, and punch. Alcohol must be served by an Oaks Park bartender. No hard liquor is permitted. See "*Additional Rentals and Services*" section for available beverage services.

Catering

Oaks Park is pleased to offer a wide range of catering alternatives when hosting an event in our historic Dance Pavilion. Your outside caterer is welcome. All outside caterers must enter into a separate agreement with Oaks Park. Caterers must supply a certificate of public liability/product liability insurance (minimum \$1,000,000 coverage) naming Oaks Park as additional insured. Oaks Park is not responsible for equipment supplied by caterers. Oaks Park requires a service fee of fifteen percent of the total catering bill, charged to the pavilion event, payable to Oaks Park. An itemized invoice must be submitted by the outside caterer to Oaks Park staff on the day of your event. Outside catering includes full service, drop off, pick-up and to-go orders. Oaks Park encourages you to choose from one of our preferred caterers to ensure the highest level of culinary quality and professional service at your event. See "*Catering*" section for more information from our preferred caterers. No catering fees will be charged for home made items or "potluck" style events.

Oaks Park also offers excellent in-house catering. Please see the "*Catering*" section for more information.

Decorating

Oaks Park must pre-approve all decorations. No bubble machines, confetti cannons, rice, or pyrotechnics will be permitted. Candles must be placed in glass votives taller than the flame. Nothing may be suspended from the ceiling. Oaks Park property may not be moved or altered. No decorations may be anchored to any surfaces without permission of Oaks Park management, and only painter's tape of 3M Command Removable Hooks may be used on any painted surfaces.

Music and Lighting

Rental of the Oaks Park Dance Pavilion includes use of a 5 disc CD changer, dual cassette player, radio tuner, 6 channel 500 watt mixer, two 250 watt speakers, and a wired microphone. The Room Host/Hostess will familiarize you with the sound system prior to the start of your event. Oaks Park staff is not responsible for music during your event. Oaks Park also welcomes professional DJs and live performers to our facility. All professional DJs/performers must enter into a separate agreement with Oaks Park and must provide their own equipment. The stage is equipped with 45 amps of 110 volt, and 40 amps of 220 volt, single phase power. For the safety of your guests, Oaks Park requires adequate lighting for all events, as determined by your Room Host/Hostess.


Parking

Parking will be in Oaks Park general parking. Drop off access will be available during set up/tear down time and for guests with special needs. For summer events a later event time is recommended to provide a more convenient parking situation for your guests.

Damage

Damage to Oaks Park's property will be charged to your event. Please ask your Room Host/Hostess for help with use of the Oaks Park Dance Pavilion and Oaks Park property during your event.

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Additional Rentals and Services

Rental of Oaks Park Additional Rentals and Services includes set-up, tear-down, and clean-up of rented items. *Prices subject to change.*

Tables

8' Serving \$9.00 each

Linens

Available in white, ivory, black, forest green, red, blue, purple or burgundy

Table Cloth (60" round table) \$10.00 each

Table Cloth (8' serving table) \$20.00 each

Napkin \$.75 each

China/Silverware

Includes set up, bussing and washing.

10" Dinner Plate or 6" Dessert Plate \$.45 per piece

Dinner Fork, Dessert Fork, Knife, or Spoon \$.35 per piece

Audio Visual Equipment

Projection Screen \$25.00

Easel \$9.00 each

Wireless Microphone \$25.00

Wireless Lapel Microphone \$25.00

Non-Alcoholic Beverage Services

All beverages must be purchased from Oaks Park. See policies section.

Sparkling Cider \$70.00 per case

60 servings, 12 bottles. Includes champagne flutes.

Assorted Pepsi Products \$1.25 per serving

Includes clear plastic cups.

Coffee Service \$75.00

Includes 200 total servings of coffee, decaf, hot tea assortment, serving table, serving table linen, paper coffee cups, paper beverage napkins, stirs, sugar, and creamer.

Punch Service \$70.00

Includes 200 total servings of tiki punch, serving table, serving table linen, sterling silver punch bowl, ladle, clear plastic cups, and beverage napkins.

Water Service

Pitchers with Glasses \$.75 per guest

Water Cooler \$10.00 per 5 gallon container

Includes clear plastic cups.

Personnel Services

\$25.00 per hour

Available for decorating, bussing, passing and other duties.

Specialty items, catering service ware, and special orders are also available.

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Alcohol Services

Bar Set Up \$50.00

Required with any alcohol service. Includes licensing, insurance, and bar ware.

Bartenders \$25.00 per hour per server

Required with any alcohol service. Quantity determined by Oaks Park.

Wine

\$190.00 per 60 serving case

White

Bridgeview Chardonnay or Pinot Gris

Red

Bridgeview Merlot or Pinot Noir

Beer

Import/Microbrew

\$271.50 per 160 serving keg

\$156.50 per 80 serving pony keg

\$49.35 per 24 bottle case

Alaskan Amber

Bridgeport Blue Heron IPA

Deschutes Mirror Pond Pale or Black Butte Porter

Fat Tire Amber, Full Sail Amber, IPA, or Pale, Pyramid Hefeweizen or IPA

Widmer Drop Top Amber or Hefeweizen

Corona, O'Doul's, Mike's Hard Lemonade/Cranberry (Bottled only)

Domestic

\$221.50 per 160 serving keg

\$128.50 per 80 serving pony keg

\$46.35 per 24 bottle case

Budweiser or Bud Light

Coors or Coors Light

Miller Genuine Draft

Weinhard's Private Reserve

House Champagne

\$190.00 per 60 serving case

No Host Bar

Guests purchase beverages from Oaks Park. Menu selections and prices determined by Oaks Park.

Bar Set Up and Bartending fees apply.

Specialty alcoholic beverage available. Unused bottles must be taken by the Pavilion Event at the conclusion of the event. No refunds on alcohol services.

7805 SE Oaks Park Way, Portland, OR 97202 503-706-4024 zmckay@oakspark.com

Catering

Hiring a caterer is the best way to ensure that your event goes smoothly and is enjoyable for guests and planners alike. Oaks Park's in-house catering offers packages that make choosing your menu simple and tasty!

We would also like to introduce you to our excellent list of preferred outside caterers, all of whom offer exquisite choices in cuisine and presentation, and have ample experience at the Oaks Park Dance Pavilion.

(See Policies section for outside caterer requirements and fees).

Oaks Park Catering



Dinner Menu

Dinner menus available during any event hours. Dinner menus include buffet set up, china, silverware, disposable dinner napkins, water service, and bussing. Add \$10.00 per person for plated dinner service.

Orders must be placed for a minimum of 30 guests. *Prices subject to change*

The "Oak Leaf"

1 Entrée

2 Accompaniments

Bread and Butter

Dessert *or* Appetizer

\$23.95 per person, buffet

The "River View"

2 Entrée

3 Accompaniments

Bread and Butter

Dessert *or* Appetizer

\$31.95 per person, buffet

The "Carrousel"

3 Entrée

3 Accompaniments

Bread and Butter

Dessert *or* Appetizer

\$39.95 per person, buffet

Entrée Selections

- ◆ Rosemary and Honey Dijon Grilled Pork Loin ◆ Herbed Roast Beef in Au Jus
- ◆ Chicken Mirabella in White Wine Sauce with Dried Fruits and Olives ◆ Baked Salmon with Roasted Tomato Tapenade (add \$3.00 per person) ◆ Semolina Polenta with Mushroom Ragout (Vegetarian)
- ◆ Three Cheese Raviolis with Marinara (Vegetarian)

Accompaniment Selections

- ◆ Basmati Rice Pilaf ◆ Caesar Salad with Rosemary Croutons ◆ Fresh Fruit ◆ Market Greens with Lemon Vinaigrette ◆ Roasted Garlic Mashed Potatoes ◆ Roasted Red Potatoes ◆ Green Beans with Almonds and Orange Oil ◆ Ginger Maple Carrots ◆ Broccoli with Parmesan Oil and Golden Raisins

Appetizer Selections

- ◆ Artisan Cheese Display ◆ Market Vegetables with Green Goddess Dipping Sauce
- ◆ Phyllo Triangles with Sun-dried Tomatoes and Feta

Assorted Finger Desserts

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Lunch and Lighter Menus

Lunch menus available during any event hours.

Buffet Luncheon \$17.50 per person

Buffet luncheon menus include buffet set up, china, silverware, disposable dinner napkins, water service, and bussing. Orders must be placed for a minimum of 30 guests. *Prices subject to change.*

Buffet menu includes choice of one of the following:

Chicken Cacciatore Herb-crusted chicken breast topped with mushroom slices served on zesty marinara accompanied by roasted red potatoes, green salad, bread and dessert.

Chicken Breast Pan-seared, sliced, topped with a citrus sauce and served with asparagus spears, basmati rice, green salad, bread and dessert.

Pesto Chicken Pan-seared, topped with house made pesto sauce, walnuts, sun-dried tomatoes and served with semolina polenta, Caesar salad, bread and dessert.

Pork Tenderloin Sliced pork with a curried apricot ketchup, served with roasted red potatoes, spinach salad, bread and dessert.

Three Cheese Ravioli Delicious vegetarian pasta with homemade zesty marinara sauce, accompanied by green salad, rustic baguette and dessert.

Boxed Options \$14.50 per person

Boxed lunch menus include buffet set up, disposable silverware, disposable napkin, and water cooler service. Orders must be placed for a minimum of 30 guests. *Prices subject to change*

Chicken & Dragon Noodles Chicken drizzled with peanut sauce, and Asian slaw.

Chicken Caesar With romaine, parmesan, rosemary croutons, accompanied by grapes.

Feta Quinoa Excellent vegetarian option served atop a bed of greens, and a seasonal vegetable.

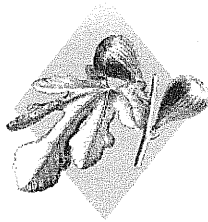
Sandwiches Our most popular box comes with assorted sandwiches made on focaccia bread served with a seasonal side salad.

Oaks Park Breakfast \$12.50 per person

Breakfast menu includes buffet set up, disposable plates, silverware and napkins, and water cooler service. Orders must be placed for a minimum of 30 guests. *Prices subject to change.*

Fresh Made Pumpkin Bread
Fruit & Yogurt Parfait with Granola
Individual European Quiches
Bagels & Cream Cheese

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GOURMET CATERING

fine foods

39 B Avenue
Lake Oswego, OR 97034
PH 503-697-7355 / FAX 503-697-5040
www.gopro-lo.com

You have taken the first step to creating a unique and beautiful event by choosing the Oaks Park Dance Pavilion, now completely dazzle your guests by having Gourmet Productions create a mouth-watering menu, made especially for you. With 15 years experience, our food is always fresh, creative, delicious and never what you expect from a typical caterer. We work with you from the start to understand your tastes, budget and desires. Our services include everything from elegant sit down dinners to fashionable passed appetizers to striking buffets.

Below are menus highlighting some of our more popular selections. By no means is this all we offer – our dishes are unique, seasonal and we love to create new works of art! Please call us today to arrange a tasting at our fine foods market in downtown Lake Oswego.

Wedding Celebration

Passed Appetizers:

Crostini with Tuscan White Beans & Roasted Tomato Relish

Dungeness Crab Salad on Sesame Crisp

Phyllo Triangles Filled with Spinach and Feta Cheese

Dinner

Pan-Seared Salmon with Wild Mushrooms and Leeks

Lemon Chicken with Red Pepper Sauce

Wild Rice Pilaf

Caesar Salad

Asparagus with Orange Oil & Pinenuts

Assorted Artisan Breads

Petite Sweets

\$32.95 Buffet

Auction Dinner

Passed Appetizers:

Roasted Corn & Zucchini Tartlets

Mini Beef Wellingtons

Dinner

Chicken Mirabella

Flank Steak with Horseradish Crème

Garlic Mashed Potatoes

Green Beans with Toasted Almonds

Seasonal Greens with Citrus Vinaigrette

Baguette

Petite Sweets

\$23.95 Buffet

Family Special Occasion

Cheddar Biscuit with Smoked Turkey & Chutney

Melon, Proscuitto, Basil & Fresh Mozzarella Skewers

Prawns with Chipotle Cocktail Sauce

Hot Crab Dip Served with Poppyseed Crackers

Antipasto Display

Stuffed Red Potatoes with Feta and Olives

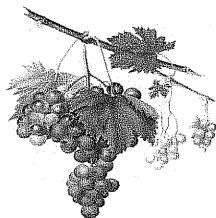
Rosemary Salmon Bites with Tomato Aioli

Petite Sweets

\$27.95 Buffet

The Fine Print

Prices subject to change due to market availability and services provided. We require a minimum of 30 guests. Beverage service and buffet tables are provided by Oaks Park (see "Additional Rentals and Services" section for pricing). A non-refundable deposit (50% of estimated food cost) is required to hold your date.



A Personal Touch Catering

. . . because it's personal™

Suite 281
2000 NE 42nd Avenue Portland, Oregon 97213
Ph 503-320-6704 Fax 503-841-5990
www.aptcatering.com

Welcome to Oaks Park! We at *A Personal Touch Catering*, an Oaks Park preferred caterer, are confident you will be pleased with our service, tasty food and prices. We look forward to serving you!

Buffet Style Meals

- 1 Entrée + 2 Accompaniments ~ \$17.95 per person
- 2 Entrées + 2 Accompaniments ~ \$20.95 per person
- Select 10 Hors d' oeuvres ~ \$18.95 per person

Entrees are served buffet style and include: salad, bread & butter and dessert. Please add \$3 per person for an additional entrée and \$1.50 per person for additional hors d' oeuvres. ("Select 10 Hors d' oeuvres" does not include salad, bread, or dessert).

Entrée Selections – Prepared to Your Liking

Beef, Chicken, Fish, Pork, Turkey, Ham, Pastas and Casseroles.

Accompaniment Selections

A wide variety of salads, mashed potatoes, baked potatoes, seasoned red potatoes, rice pilaf, veggies, baked beans and more!

Desserts

Brownies, cookies, dessert bars, lemon bars, fruit cobbler, cakes, pies or cheesecake.

Hors d' oeuvres

With a wide variety to choose from, we can decide at the time of booking!

Please call or send us an email for an appointment to learn about our extensive menu. Because every event is personal, we can work together to select the perfect menu for your special event! A minimum of 30 guests is required. †

Attractions and Activities

Create a one of a kind experience for your guests by including the thrill of Oaks Park's midway and world famous roller rink as part of your event! Attraction tickets valid during regular operational hours on the day of the event only. Visit www.oakspark.com for hours. Height limits apply to rides.

The Total Experience Bracelet \$22.50 each

Bracelet includes: unlimited rides on all of the midway rides, a roller skating session, one go cart ride, and one round of miniature golf. Games and concession sold separately. Retail price: \$25.00 each, 30 minimum required for discount. *Available March 24-September 30, 2012.*

Deluxe Ride Bracelet \$12.50 each

Bracelet includes: unlimited rides on all of the midway rides and one roller skating session with conventional skate rental. Go carts, miniature golf, games and concessions sold separately. Retail price: \$15.00 each, 30 minimum required for discount. *Available March 24-September 30, 2012.*

Limited Ride Bracelet \$10.00 each

Bracelet includes: all midway rides *except*: Looping Thunder Roller Coaster, The Disk-o, The Screaming Eagle, and The Bumper Cars. Go carts, miniature golf, games and concessions sold separately. Retail price: \$12.00 each, 30 minimum required for discount. *Available March 24-September 30, 2012.*

Roller Skating Session \$5.25 per skater

Valid for one roller skating session. Includes conventional skates. Retail price: \$7.25, 30 minimum required for discount. *Available year round.*

Individual Ride Ticket \$2.25 each

Each ride takes one ticket. Ride tickets not valid on skating, go carts, miniature golf, games or concessions. Retail price: \$2.50 each, 30 minimum required for discount. *Available March 24-September 30, 2012.*

Miniature Golf \$5.00 per player

Golf tickets are valid for an 18 hole round of miniature golf. Golf tickets not valid for rides, go carts, games or concessions. Tickets valid from open to close on day of event only. Tickets for players 5 and younger can be purchased at the regular retail price of \$3.00. 30 minimum required for discount. *Available March 24-October 28, 2012*

Go Cart Ticket \$5.00 per driver

Go Cart tickets not valid for Rides, Miniature Golf, Games or concessions. Retail price: \$6.00 each, 30 minimum required for discount. Passenger tickets can be purchased at the regular retail rate of \$2.00. *Available March 24-September 30, 2012.*

Fundraisers

Contact us for fundraiser attraction prices. Available to recognized community groups only.

MAIN ENTRANCE
7' DOUBLE DOOR
W/ PANIC
HARDWARE

RED DOT MARKS
FIRE
EXTINGUISHERS

12'X14'

166'

5'X26.5' STORAGE

7'9"

4" carpeted riser

33'4"

195'

BAR 4'X15'

3' DOOR

12'X24'
STORAGE

3' DOOR

ICE

8.5'X14'

KITCHEN

14'

8.5'X22'

SERVICE RAMP
ADA COMPLIANT

3' DOOR

