

# *Granlibakken Resort at Lake Tahoe*

## *Wedding Guide*

*What better place to celebrate the most important time in your life than in picturesque Lake Tahoe. Nestled in the heart of 74 wooded acres, Granlibakken is located less than a mile from beautiful Lake Tahoe. Our rustic lodge offers the hospitality and ambience of yesterday with the fine amenities of today.  
We welcome you to experience the wedding of a lifetime.*

*For additional information please contact:  
Jennifer Capistran, Special Events Sales Manager directly at:  
530-581-7311  
or  
jennifercapistran@granlibakken.com*

*Granlibakken Resort & Conference Center  
P.O. Box 6329  
Tahoe City, CA 96145  
(800) 543-3221*

Dear Bride and Groom To Be,

Congratulations on your engagement! I am the Special Events Sales Manager here at Granlibakken. Granlibakken Resort offers the charm and intimacy of a mountain hideaway, yet is close to shopping and recreation in Tahoe City, which is less than a mile away. Our recreational facilities include tennis courts, a surrounding par course, and an outdoor heated pool, sauna, and hot tub. Popular summer recreation includes bicycling, hiking, boat cruises, fishing, golfing, horseback riding and music festivals. In winter, skiing, snow play, ice skating and sleigh rides are enjoyed.

Granlibakken has several banquet rooms, equipped to cater to both small and large parties. Our Cedar House can accommodate up to 70 people without a dance floor and 50 people with a dance floor. Granhall has a capacity of approximately 130 people and the Mountain Ballroom has a capacity of approximately 300 people; or, two-thirds of the Mountain Ballroom may be used for about 150 people.

We also have the Executive Lodge, which may be rented out as a package at a cost of \$5,800.00. This includes a large living room and kitchen, seven lodging rooms for two nights, a full buffet breakfast for 14 people each morning, the room rental charge, and the ceremony in our garden. The Executive Lodge Living Room can accommodate approximately 40 people. However, if you would like an outdoor reception, the lawn can accommodate up to 250 people.

If you would like to receive more information about our wedding services or if you have any questions, please do not hesitate to call or email me. I look forward to assisting you in planning your special day!

Yours sincerely,

Jennifer Capistran,  
Special Events Manager  
Granlibakken Resort

# Granlibakken Reception Rates

## Weddings

### Cedar House

\$ 500

Seating capacity 75 persons without dance floor or 50 with dance floor.

### Pavilion

\$500

Seating capacity 125 persons without dance floor or 100 with dance floor.

### Granhall

\$ 800

Seating capacity 150 persons without dance floor or 125 with dance floor.

### Mountain Ballroom

\$2,400

Seating capacity 350 persons without dance floor or 300 with dance floor.

### Mountain, Lake or Bay Room

\$800

The Mountain Ballroom can be broken down into three sections: Mountain, Lake and Bay Rooms. Each 1/3 can be rented out separately.

### Executive Lodge

\$5800

The \$5800 fee includes 7 lodging rooms for 2 nights with sleeping accommodations and full buffet breakfasts for up to 14 people in Granhall. This also includes the room rental charge of the living room and lawn area as well as the set up and clean up for the wedding ceremony and reception. Seating capacity inside the living room is 40 without a dance floor or 30 with a dance floor. Seating capacity on the lawn area will accommodate up to 200 people. Catering at the Executive Lodge is an additional \$10 per person, with a minimum of \$300. Please note: all meals at the Executive Lodge are served buffet style.

### Minimum Catering Costs

- All catering must be done by Granlibakken
- There is a \$1,000 minimum for catering and bar charges.
- 4 hours for room rental, including ceremony. Additional \$250 an hour over 4 hour limit.

### Minimum Lodging Requirements

We require you to reserve and guarantee lodging rooms for you and your guests. The minimum number of lodging rooms you will need to reserve is equal to 20% of the total number of guests. For example, if you expect 100 guests, you will need to guarantee 20 lodging rooms. You will be charged for all unused guaranteed rooms unless the hotel is sold out, in which case a \$10 handling fee will apply.

### Deposit

Deposit equal to the room rental charge is required to confirm booking. 90% of the estimated final bill is due 30 days prior to event. Add 18% service and 8.25% sales tax to all food and beverage items. The rental fee includes set up and clean up. Standard linens, house centerpieces, candles are also included at no additional charge.

### Dance Floor

15' x 15' (Two dance floors are recommended for 150 people or more.) Each dance floor is \$100.

## Granlibakken Reception Packages Include:

An Onsite Facility Coordinator  
The set up and clean up of the room  
Tableware (dishes, glasses, silverware, etc)  
The use of any of the following (based on supply):  
Four hours of staffing for the dinner  
White ceremony chairs  
Reception tables & chairs  
Standard linens (white tablecloths & assorted napkins)  
Rehearsal Space  
Heat Lamps  
Umbrellas  
Cake Cutting Fee  
Toasting Fee

## Your Granlibakken Wedding Specialist will:

- Provide a personalized Site Tour
- Recommend Special event Professionals to provide wedding services, such as florists, photography, entertainment, ceremony officiates etc.
- Act as a menu consultant for all food and beverage selections.
- Detail your Banquet event Orders outlining your entire event.
- Create an estimate of your financial responsibilities and deposit schedules.
- Help to create a floor plan of your event space to provide seating arrangements.
- Personally oversee the details of the events room reservations.
- Oversee the ceremony and reception room(s) set-up, food preparation, and other applicable hotel operations.
- Be the on-site liaison between your wedding coordinator (if applicable) and hotel operations staff.
- Review your banquet checks for accuracy, prior to the completion of the final bill.

## We Recommend you hire a Wedding Coordinator to:

- Assist with Etiquette and protocol for invitations, family matters, ceremony and toasts.
- Create a timeline for your entire wedding day including ceremony and reception.
- Work with you to organize and coordinate your ceremony rehearsal.
- Be the liaison with your family, bridal party, entertainment, florist, photographer and other vendors being used to create a seamless operation.
- Assist the bride and bridal party with dressing.
- Coordinate your actual ceremony (lining up bridal party, assisting the bride, etc.)
- Coordinate your reception (First dance, toasts, cake cutting, etc.)
- Collect personal items you may have brought at the conclusion of the reception.
- Assist you with the full service coordinating from your engagement to your honeymoon.

## Granlibakken Wine List

### *Pinot Grigio/Chardonnay/Cabernet Sauvignon/ Merlot Guenoc (cork finish)*

<i>By the glass</i>	\$6
<i>By the bottle</i>	\$24

### *By the Bottle*

#### *Pinot Grigio*

<i>Brancott</i>	\$24
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#### *Sauvignon Blanc*

<i>Kenwood</i>	\$24
<i>Sterling</i>	\$25

#### *Chardonnay*

<i>Kenwood</i>	\$23
<i>Benziger</i>	\$27
<i>Sonoma Cutrer</i>	\$37

#### *Pinot Noir*

<i>Castle Rock</i>	\$25
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#### *Merlot*

<i>Monterra</i>	\$25
<i>Jekel</i>	\$31
<i>Ferrari-Carano Estate Winery</i>	\$46

#### *Cabernet Sauvignon*

<i>Fetzer Valley Oaks</i>	\$22
<i>Sandoval</i>	\$28
<i>Earthquake</i>	\$33
<i>Burgess "Napa"</i>	\$45

#### *Zinfandel*

<i>Cline Ancient Vine</i>	\$29
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#### *Champagne*

<i>Kenwood</i>	\$21
<i>Piper Sonoma Brut</i>	\$28

Should you elect to bring your own wine or champagne, there is a \$20 corkage fee per 750 ml bottle, plus 18% service.

# Granlibakken Hospitality Prices

DOMESTIC BEER	\$4
IMPORTED BEER	\$5
MICRO BREW (upon request)	market price (\$5 to \$6)

Non-alcoholic beer is also available. A keg of Coors/Coors Light is \$175. A keg of imported beer is \$300. A keg serves approximately 150 pours. Other kegs may be special ordered as can import bottles.

WELL LIQUOR	\$6
CALL LIQUOR	\$7
PREMIUM CALL LIQUOR	\$8

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## WELL

Jim Beam  
J.B. Scotch  
Seagrams Vodka  
Seagrams Gin  
Korbel Brandy  
Bacardi Rum  
Jalisco Tequila

## CALL

Seagrams 7  
Seagrams V.O.  
Canadian Club  
Jack Daniels  
Johnnie Walker Red  
Absolute Vodka  
Stolichnaya Vodka  
Tanqueray Gin  
Mt. Gay Rum  
Meyers Dark Rum  
Captain Morgan's Spiced Rum  
Jagermeister  
Kahlua

## PREMIUM

Johnnie Walker Black  
Glenfiddich Scotch  
Grey Goose Vodka  
Kettle One Vodka  
Bailey's Irish Cream  
Frangelico  
Remy Martin Cognac  
Grand Mariner

-Other spirits also available

-There is a charge of \$100 per bartender.

-Due to current liquor laws, all beer and hard alcohol must be provided by Granlibakken.

-Non-alcoholic beverages are available at the following rates: bottled water, sodas, and mineral water are \$1.75 each; carafes of iced tea or lemonade are \$6.50 each; and pitchers of juice are \$8.50 each

# Granlibakken Hors D'oeuvres

## *Hot Hors D'oeuvres Selections*

**\$2. per piece with a minimum of 50 pieces**

*Quiche  
Bruschetta  
Tapenade  
Jalapeno Poppers  
Mini Brochettes - Beef or Chicken  
Calamari  
Chinese Selection - Egg rolls, Wontons  
Swedish Meatballs or BBQ Meatballs*

## **Cold Hors D'oeuvres Selections**

**\$2.50 per piece with a minimum of 50 pieces**

*Deviled Eggs  
Prosciutto Wrapped Melon or Asparagus  
Open Faced Smoked Trout Canapés  
Salami Cornucopias w/ Horseradish  
Goldfish Pastry w/ Smoked Salmon Cream  
Canapé Cups w/ Roast Red Pepper Cream*

## **Deluxe Hot Hors D'oeuvres**

**\$3 per piece with a minimum of 50 pieces**

*Scallops Wrapped in Bacon  
Mini Crab Cakes w/ Mustard Sauce  
Onion, Mushroom or Artichoke Puffs  
Mushroom Caps Stuffed w/ Sausage or Vegetarian  
Allumette - (Puff Pastry Matchsticks w/ Prosciutto and Gruyère Cheese)  
Thai Lime & Coconut Shrimp Skewers  
Mini Hamburger Slidders with Cheese*

## **Deluxe Cold Hors D'oeuvres**

*Shrimp Cocktail - \$3.50 each  
Salmon Mousse (whole fish) decorated with cucumbers \$300  
Smoked Salmon Canapes - \$3.50 each  
Canapés - Roast Beef, Ham, Smoked Turkey, and Vegetarian - \$3.50 each  
King Crab Display - (must have 2 weeks advance notice) (market price)  
Vegetable Plate w/ Dip \$55 (serves 25) \$110 (serves 50) \$160 (serves 75)  
Cheese and Fruit Mirror Display \$75 (serves 25) \$150 (serves 50) \$225 (serves 75)*

HELPFUL HINTS: 3 pieces per person if lunch or dinner is served,  
8 - 10 pieces per person if hors d'oeuvres only.  
Other items available upon request.

## Granlibakken Sit-Down Dinner Menus

(Please choose one main entrée)

*All Dinners Also Include: Specialty of the House Salad, Rice or Potatoes or Pasta, Bouquetière of Vegetables, Bread & Butter, Coffee, Assorted Teas, Milk, Iced Tea and Lemonade*

### Gourmet Fish Entrées (market price)

Baked Halibut

\$35

Petite Filet Mignon & Australian Lobster

Market Price

### Main Entrées

*7 oz. Petite Filet Mignon*

*With Twin Sauces: Bordelaise & Bernaise*

\$38

*Petite Filet Mignon & Shrimp Sauté*

*With Twin Sauces: Bordelaise & Bernaise*

\$35

*4 oz. Petite Filet Mignon & Salmon*

*With Twin Sauces: Bordelaise & Bernaise*

\$35

*Alaska Lemon-Baked Salmon*

*With Lime Beurre Blanc*

\$33

*Pacific Orange Roughy*

*With Mango Salsa or Hollandaise Sauce Supreme*

\$32

*Veal Piccata with Lemon-Caper Butter*

\$30

*Herb Roasted Prime Rib of Beef Au Jus*

\$30

*Chicken Oscar*

*With Crab, Asparagus and Béarnaise sauce*

\$29

*Chicken California*

*With Tomato, Avocado and topped with Béarnaise Sauce*

\$28

*Tahoe Style Cornish Game Hen*

*With Brown and Wild Rice Stuffing*

\$28

*Chicken Marsala*

*With mushrooms and scallions*

\$28

**Vegetarian Entrées**

\$28

*(Please choose one)*

*Stuffed Portabello Mushrooms*

*Moussaka*

*Spinach Roulade*

*Pasta Primavera*

*Spinach Lasagna*

## Granlibakken Buffet Menu

*(Minimum 50 people)*

*All buffets include assorted salads & fresh mixed greens.*

### *Choice of One Vegetarian Hot Entrée*

Moussaka, Spinach Roulade, Pasta Primavera, Spinach Lasagna or  
Stuffed Portabello Mushrooms

### *Choice of Two Hot Entrées*

Mahi Mahi Sauté	Orange Roughy
Stuffed Roast Pork Loin	Seafood Fettuccini
Homestyle Meat Lasagna	Tri Tip w/ Maitre D'Hotel Sauce
Calamari Lemon Butter Sauté	Stuffed Boneless Breast of Chicken
BBQ Pork Ribs	Filet of Halibut (seasonal)
Chicken California	Baked Salmon w/ Lime Beurre Blanc or Mango Salsa

*Hot entrées are accompanied by fresh assorted bread rolls, vegetables and  
Pasta or Rice or Potatoes*

***\$35 Per Person***

Plus 8.25% tax & 18% gratuity

## Granlibakken Resort and Conference Center

### Rate Schedule

May 1, 2009 to April 30, 2010

Rates include a Full, Hot Buffet Breakfast daily

Add 10% Room Tax

<b>NIGHTLY RATE:</b>	<b>REGULAR SEASON</b>	<b>WEEKEND &amp; HOLIDAY</b>	<b>HIGH SEASON 12/25/09-1/3/10</b>
<b>Standard Bedroom (1-2 people)</b> 1 King, 2 doubles, or 2 twin beds	\$143	\$149	\$169
<b>Studio (1-2 people)</b> 2 twins or queen Murphy kitchen/fireplace	\$230	\$252	\$291
<b>1 Bedroom Townhouse (1-4 people)</b> 1 bath & loft	\$277	\$304	\$343
<b>Standard Suite (1-4 people)</b> or 1 bedroom/loft condo, 2 baths 2-4 beds/kitchen/fireplace	\$331	\$360	\$405
<b>2 Bedroom Townhouse (1-4 people)</b> 2 baths & loft	\$379	\$417	\$493
<b>3 Bedroom Townhouse (1-6 people)</b> 3 baths	\$478	\$508	\$597
<b>EXECUTIVE LODGE~</b>			
<b>Lodge Bedroom (1-2 people)</b> 2 doubles or 1 king	\$172	\$186	\$205
<b>Lodge Suite (1-4 people)</b> king & double/ kitchen/fireplace/bath	\$310	\$337	\$375
<b>5-Bedroom Lodge (1-12 people)</b> 5baths/fireplace/kitchen	\$860	\$930	\$1,025
<b>7-Bedroom Lodge (1-16 people)**</b> 9 baths/no kitchen/Big Pine/Ponderosa	\$1,204	\$1,302	\$1,435
<b>8-Bedroom Lodge(1-18 people)**</b> 10 baths/no kitchen/Alder/Aspen	\$1,376	\$1,488	\$1640
<b>Extra People **</b>	<b>\$23</b> Kids< 7 free	<b>\$25</b> Kids<7 free	<b>\$35</b> Kids<7 free
** For the kitchen/Big Pine/Ponderosa/Alder/Aspen there is an extra \$250/night/room			
** One child per paying adult must be staying in the same room as the paying adult			

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**Reservations: 800-543-3221**

**Sales Department: 800-552-4494**

[www.granlibakken.com](http://www.granlibakken.com)

#### **Reservation Details:**

- There is a two-night minimum for all weekend reservations, with a three-night minimum for 1/15/2010 - 1/18/2010 and 2/12/2010- 2/21/2010 (when the weekend/holiday rates apply).
- There is a two-night minimum from 12/25/09 to 1/3/10 there is a four-night minimum. All reservations must include the night of December 25 or January 1. High Season rates include a Christmas dinner on December 25 and a New Years Eve party & dance on December 31, 2009.

**Cancellation Policy:** There is a \$100 deposit due at time of booking. If a cancellation is received by the hotel more than 14 days prior to arrival, the deposit is refundable, less a \$25. handling fee. If cancellation is received less than 14 days prior to arrival, the \$100 deposit will be forfeited, unless the hotel is completely sold out, in which case there is a \$25 charge.

*All room rental rates and food and beverage rates in this package are effective January 18, 2009.  
Rates are subject to change. All food and beverage rates are plus tax and 18% service.*

# Banquet Policies and Procedures

## Food and Beverage

All food and beverage served at Granlibakken must be purchased through Granlibakken Resort. Please note that the current prices stated on the enclosed menus incur an additional 8.25% sales tax and 18% service charge. Rates are subject to change. All menu choices must be submitted to your coordinator six weeks prior to the event. A guaranteed count for each specified entrée is due two weeks prior to the event.

## Attendance and Guarantees

At the time of booking your event, the expected attendance must be specified. The final guaranteed number of guests is due 3 days prior to the start of your event. Should the final guarantee not be received 3 days prior to the event, the expected attendance will be considered your guaranteed count. Charges will be based upon the group's guaranteed attendance or the actual attendance, or whichever is greater.

## Deposits

A non-refundable deposit is required at the time of booking. The deposit will be the banquet room rental fee or the wedding package fee, or whichever is greater. Your event will not be confirmed without a deposit.

## Payments

90% of the estimated bill will be issued to you 6 weeks prior to the event and is due 30 days before the event. Final payment is due within 30 days of the invoice date, which will be mailed to you upon your departure. A service charge of 1.5% per month (18% annually) will be added to all amounts not paid within 30 days.

## Lodging

20% of the guaranteed number of attendees is required to lodge at Granlibakken. If you do not meet this guaranteed amount, you will be charged for the unused rooms. We also require a two-night minimum lodging policy for all weekend events.

## Lodging Cancellation Policy

There is a \$100 deposit due at time of booking. If a cancellation is received more than 14 days prior to arrival, the deposit is refundable, less a \$25 handling fee. If cancellation is received less than 14 days prior to arrival, the \$100 deposit is forfeited, unless the hotel is completely sold out, in which case there is a \$25 charge.