EVERY SPECIAL EVENT DESERVES A SPECIAL PLACE

2019–2020 Wedding & Special Events Brochure
YMCA OF THE ROCKIES – ESTES PARK CENTER

YMCA of the Rockies
Estes Park Center
2515 Tunnel Road
Estes Park, CO 80511
Tel. (970) 586-3341 Ext. 1024
E-mail: weddingsepc@ymcarockies.org
Congratulations on your upcoming wedding! Thank you for considering the YMCA of the Rockies–Estes Park Center for this special event in your lives. It is a magnificent mountain location for your special day.

YMCA OF THE ROCKIES’ PROMISE TO YOU...

We appreciate how important this day is to you. We promise to meet your expectations with our quality of service, attention to detail, and professionalism. Our caring staff will make your wedding or special event is filled with memories that last a lifetime.

Throughout this guide you will find all the information you need about our services and facilities for your wedding day or special event. This guide will provide you with:

- Wedding Package Information
- Reception/Special Event Venues
- Our Policies and Procedures
- Decoration Information
- Menu Options and Pricing

We look forward to assisting you with your ceremony, reception or special event. Please contact the Wedding and Special Event Coordinator for more information. Site tours can be scheduled in advance with our Wedding and Special Event Coordinator.
YMCA Wedding Packages

We are proud to offer three customizable wedding packages to suit your needs. In addition, we offer the Historic Mountainside Package— an exclusive mountain top experience!

#1 Ceremony Only

- Choice of any chapel site (excluding Mountainside Chapel)
- 4 hours of exclusive access to selected ceremony site
- Chapel site coordination
- 1.5 hours of ceremony rehearsal time at selected chapel site
- Lodge room wedding rates
- Priority booking for one cabin

*Further fees may apply for additional requests. Overlook Chapel is only available May-October.
#2 Reception Only

Choice of the Pine Room, Walnut Room, Assembly Hall or Upper Cook Out Pavilion

- 4.5 hours of exclusive access to selected reception site
- Additional 2 hours of exclusive access to selected reception site for set up
- Menu, linen selection, and room layout coordination
- Sweetheart or head table, cake table, gift table, D.J. table, guest tables and chairs, bar table (alcohol not provided)
  - Tasting for two people
  - White or Ivory tablecloths
  - Colored napkins (up to four)
    - Banquet staff
    - Cake cutting
  - Lodge room wedding rates
- Priority booking for one cabin

*Further fees may apply. Upper Cookout Pavilion is only available Memorial Day–Labor Day. Walnut Room is only available October–Memorial Day.*
#3 Ceremony and Reception

- Choice of any chapel site (excluding Mountainside Chapel)
  - 50% off of selected chapel site
  - 4 hours of exclusive access to the selected chapel site
    - Chapel site coordination
  - 1.5 hours of ceremony rehearsal time at selected chapel site
- Choice of the Pine Room, Walnut Room, Assembly Hall, or Upper Cookout Pavilion
  - 4.5 hours of exclusive access to selected reception site
  - Additional 2 hours of exclusive access to selected reception site for set up
    - Menu, linen selection, and room layout coordination
- Sweetheart or head table, cake table, gift table, D.J. table, guest tables and chairs, bar table (alcohol not provided)
  - Tasting for two people
  - White or Ivory tablecloths
  - Colored napkins (up to four)
    - Banquet staff
    - Cake cutting
  - Lodge room wedding rates
  - Priority booking for one cabin

*Further fees may apply for additional requests. Upper Cookout Pavilion is only available Memorial Day–Labor Day. Walnut Room is only available October–Memorial Day. Overlook Chapel is only available May–October.
#4 HISTORIC MOUNTAINSIDE PACKAGE:

The Mountainside Lodge is available from June – September

This all inclusive mountain top lodge provides an historic cabin that sleeps up to 38 guests, beautiful mountain valley views from the outdoor chapel and a covered pavilion that seats up to 120 guests for your reception. Picnic tables are included at the pavilion; there is an additional fee ($250 set-up fee) if you would like the picnic tables removed and round reception tables set-up.

Rates for Stay: 2019
Thursday–Sunday: $8,999
Sunday–Thursday: $7,899

Rates for Stay: 2020
Thursday–Sunday: $9,199
Sunday–Thursday: $7,899

Note: There are no outside caterers allowed at the Mountainside pavilion. This rate includes the use of all 3 sites. You cannot rent just the chapel or pavilion; you must rent all three units. Catering is an additional fee. We require a 3 or 4 night minimum stay at the cabin.
Outdoor Chapels at the Estes Park Center

The YMCA of the Rockies Estes Park Center is bordered on three sides by Rocky Mountain National Park and we are three miles from the town of Estes Park. We have both indoor and outdoor settings available for your wedding or special event. Please visit our website at www.ymcarockies.org or come for a personal site tour of our center with our Wedding and Special Event Coordinator.

Sara Smith Chapel
A secluded chapel site surrounded by pine trees with views of Mt. Ypsilon. Wooden bench seating for 150 guests with plenty of additional room for standing guests. Sara Smith Chapel is $1,200 ($600 w/reception) for a 4-hour block of time.

Overlook Chapel
A quaint site located on Emerald Mountain overlooking Rocky Mountain National Park. Seating for 100 guests. Overlook is available from Memorial Day through the end of October. There is plenty of additional room for standing guests. Overlook Chapel is $1,600 ($800 w/reception) for a 4-hour block of time.

Officiating your Wedding
You are welcome to bring your own officiant. The Estes Park Center also has two ordained Chaplains who can provide pastoral services to conduct your wedding ceremony. Our Chaplains will work with you to design a service that fits your needs. To inquire about a Chaplain, and to discuss fees and availability, please contact Rev. Greg Bunton at gbunton@ymcarockies.org or 970-586-3341 ext. 1012
Indoor Chapels at Estes Park Center

Sudden weather changes in the mountains can challenge outdoor ceremony plans. The Estes Park Center offers several indoor chapels which can be reserved as back-up sites in case of inclement weather. Wedding rehearsals are planned to take place the evening before the wedding. We schedule a 1.5-hour time slot at your ceremony site.

Hyde Chapel

A large chapel with hardwood flooring and exposed wooden beams. Our largest capacity indoor ceremony space, Hyde easily accommodates 400 guests. Hyde Chapel is $1,000 ($500 w/reception or as backup) for a 4-hour block of time.

Ponder Chapel

A warm chapel with an exposed wooden beam ceiling and stone fireplace. This delightful chapel seats 120 guests. Ponder Chapel is $800 ($400 w/reception or as backup) for a 4-hour block of time.
RECEPTION LOCATIONS AT ESTES PARK CENTER

Estes Park Center offers several reception sites. Our spaces can accommodate 50 – 400 guests. We offer many options year-round!

Your reception sites are available to you on the day of your event after our staff has completed your set up. Once we have set up tables/chairs, and other equipment rented through us, you are welcome to set up any additional decorations. Our staff works extra hard to ensure that you can access your special event room as early as possible.
RECEPTION LOCATIONS AT ESTES PARK CENTER

*Prices are set for a 4.5-hour time block

Pine Room

Our Pine Room features warm pine walls and a vaulted ceiling with a large gas fireplace and seating for up to 100 people without a dance floor, or up to 80 with a 12x12 ft. dance floor. $900–The Pine Room is available Fridays & Saturdays only Memorial Day–September. The Pine Room is available any day of the week October–Memorial Day.

Walnut Room

Our Walnut Room features a large gas fireplace and a Walnut beamed ceiling. The room has seating for up to 180 guests without a dance floor, or 130 people with a 15x15 ft. dance floor. There is a small deck that provides spectacular views of Mt. Ypsilon and the Mummy Range. $1,000–The Walnut Room is only available October–Memorial Day.
Upper Cookout Pavilion

Our Upper Cookout Pavilion is a large outdoor covered pavilion, perfect for a rustic informal wedding reception for 180 guests. Picnic tables are included at the site; there is an additional fee ($250 set-up fee) if you would like the picnic tables removed and round reception tables set-up. There are restrooms located at the site. The Upper Cookout is available on Monday, Wednesday, Friday and Sunday only.

$700—The Upper Cookout is only available Memorial Day–Labor Day.

Assembly Hall

This is the newest addition to our facility, featuring a large dividable room with built-in Audio Visual equipment and seating for up to 500 guests. This site offers a large foyer with two gas fireplaces. The east wall of the room depicts Longs Peak in layers of wood and lights. The Assembly Hall is available year-round.

- Full Room Rental $3,000.00 (500 people)
- ¾ (C) Room Rental $2,100.00 (350 people)
- ½ (A&B) Room Rental $1,500.00 (250 people)
- ¼ (A or B) Room Rental $1,000 (100 people)
Here at the YMCA of the Rockies we are dedicated to providing an enjoyable experience for your special occasion.

Please note that a $1,000 food minimum is required.

*YMCA Catering is required for all reception sites. No outside catering is allowed on grounds. No self-catering is allowed at any reception site. Please ask for details regarding reunion cabins and Mountain Side.

Please review our catering policies and contact us with any questions.

Our catering staff is happy to help you with any of your menu questions. Catering Manager, Genevia Nall, can be reached at: Gnall@ymcarockies.org or by calling (970) 586-3341 ext. 1083
GENERAL CATERING POLICIES

All of our room rental prices are based on a 4-hour time frame with a half hour afterwards for clean-up. Example: if you have a reception start time of 4:00p.m., it will end at 8:00p.m., allowing you and your guests until 8:30p.m. to remove any items you wish to keep, i.e., centerpieces, decorations, and vacate the room. The catering staff will be cleaning tables, linens, etc.

- If you wish to add additional hours to your reception you can do so prior to the reception day, at a rate of $100.00 per hour. Your event can go no later than 10:30p.m., including the clean-up time. The YMCA of the Rockies property wide quiet hours begin at 11:00pm.
- A charge of $100.00 per half hour (1/2 hour) will be added to your bill if you do not adhere to the time set on day of reception. This guideline will be strictly enforced.

The catering staff will set-up the day of the reception. You may begin decorating once the tables and linens are in place. A time will be agreed upon between the catering manager and client.

ADDITIONAL POLICIES FOR ALL YMCA VENUES OUTSIDE OF THE MAIN FOOD SERVICE BUILDING:

This includes Reunion Cabins, Upper Cookout, and Mountainside Lodge and Pavilion:

- YMCA Catering staff will need to leave any function not being held in the main food service building by night fall or 8:00pm (once it gets dark).
- At all of our outdoor facilities, we use a recyclable plate and table setting. Water glasses and wine glasses that are provided are glass. However, in the event the function is still ongoing when the catering staff leaves, they will replace glasses with disposable drink ware.
- We do not rent our dance floor to buildings, rooms or pavilions outside of the main Food Service Building.
- At this time, plated and family style meals are not offered in locations outside of our main Food Service Building.

GENERAL MENU INFORMATION

If you are interested in having a themed meal, i.e., Italian, Mexican, or Indian foods, we would love to discuss those options and pricing with you! Our Chefs are familiar with and skilled in many culinary flavors. In some cases, there are adjustments that may need to be added to your price per person.
THE YMCA OF THE ROCKIES ROOM DECORATIONS

Chair Covers with bows for $7.00 each
Table Overlays for $12.00–$22.00 each, depending on fabric choice
  Table Runners for $9.00–$19.00 each
12 X 12 Snap Lock Dance Floor for $180.00
15 X 15 Snap Lock Dance Floor for $270.00
21 X 21 Snap Lock Dance Floor for $500.00

We provide white and ivory tablecloths at no additional charge. Other color tablecloths can be rented for an additional charge.

We offer any color napkin to go with your wedding colors at no additional charge.

YMCA ALCOHOL & MARIJUANA POLICY

The YMCA of The Rockies does not have a license to serve or sell liquor. YMCA employees cannot serve any alcoholic beverages. If you decide to have alcoholic beverages served at your wedding or special event, these are the guidelines:

- Only bottled/canned beer, wine and champagne are allowed. No hard liquor is allowed at any of our venues. Kegs are allowed at outdoor venues only.

- We provide ice, wine glasses and champagne glasses only. We do not have beer glasses, wine or bottle openers.

- You may hire a bartender or someone from your party may take care of serving the beverages. Cash bars are not allowed.

- No alcoholic beverages may be taken outside of the room; this includes decks and lobbies in reception venues.

- YMCA of the Rockies is committed to a safe, healthy and productive environment and does not allow any marijuana (medical or recreational) at any time. There is Zero Tolerance concerning the Alcohol Policy. We reserve the right to terminate a function any time the alcohol and marijuana policy is not followed. The contract signer is responsible for all attendee’s actions, including underage drinking.
MT. MEEKER DINNER
$35.00 ADULT/$18.00 CHILDREN 6-12

Comes with your choice of two entrées, two sides, seasonal vegetables, salad bar, fruit tray, dinner rolls, Iced Tea and Water

Entrées:
London Broil
Seasoned tri-tip beef served with an onion and mushroom jus

Beef Pepper Steak
Seared flank steak with a peppercorn demi

Herb Roasted Chicken
Oven roasted herb chicken

Vegetables in Puff Pastry
Roasted vegetables in a puff pastry shell over marinara sauce

Pasta Primavera
Penne pasta with peppers, onions, tomatoes, spinach, and alfredo sauce

Add a third entrée to this menu for an additional $2.50 per person

Sides:
Roasted Rosemary Potatoes, Rice Pilaf, Roasted Sweet Potatoes, Asparagus, Mashed Potatoes with Gravy, Corn on the Cob, Macaroni and Cheese

Add any of the following appetizers for an additional $5.00 per person per selection:
Spanakopita, Vegetable Tray, Raspberry Brie en Croute

Add any of the following appetizers for an additional $8.00 per person per selection:
Shrimp Cocktail, Cheese and Cracker Tray, Crostini with Whipped Feta, Apple Onion Gruyere Tartlet

Add any of the following appetizers for an additional $10.00 per person per selection:
Charcuterie board, Smoked Salmon
LONGS PEAK DINNER
$40.00 ADULT/$20.00 CHILDREN 6-12

Comes with your choice of two entrées, two sides, seasonal vegetables, salad bar, fruit tray, dinner rolls, Iced Tea and Water

Entrées:

Sirloin Steak
Grilled sirloin served with an onion and mushroom jus

Chicken Florentine
Seared chicken breast topped with Florentine sauce

Pork Loin
Marinated pork loin with a honey-Dijon glaze

Seared Mahi Mahi
Seasoned Mahi filets with a pineapple salsa

Eggplant Cutlets
Fried eggplant on a bed of marinara sauce

Add a third entrée to this menu for an additional $3.00 per person

Sides:
Roasted Rosemary Potatoes, Rice Pilaf, Roasted Sweet Potatoes, Asparagus, Mashed Potatoes with Gravy, Corn on the Cob, Macaroni and Cheese

Add any of the following appetizers for an additional $5.00 per person per selection:
Spanakopita, Vegetable Tray, Raspberry Brie en Croute

Add any of the following appetizers for an additional $8.00 per person per selection:
Shrimp Cocktail, Cheese and Cracker Tray, Crostini with Whipped Feta, Apple Onion Gruyere Tartlet

Add any of the following appetizers for an additional $10.00 per person per selection:
Charcuterie board, Smoked Salmon
MT. YPSILON DINNER
$45.00 ADULT/$23.00 CHILDREN 6-12

Comes with your choice of two entrées, three sides, seasonal vegetables, salad bar, fruit tray, dinner rolls, Iced Tea and Water

Entrées:
NY Strip Steak
*Grilled strip steak served with an onion and mushroom jus*

Chicken Marsala
*Seared chicken breast topped with Marsala sauce*

Balsamic Chicken
*Grilled chicken breast tossed in a balsamic glaze*

Salmon
*Seared salmon filets served with a lemon dill sauce*

Stuffed Portabella Mushrooms
*Roasted portabella mushrooms with a roasted vegetable stuffing*

Add a third entrée to this menu for an additional $3.50 per person.

Sides:
Roasted Rosemary Potatoes, Rice Pilaf, Roasted Sweet Potatoes, Asparagus,
Mashed Potatoes with Gravy, Corn on the Cob, Macaroni and Cheese

Add any of the following appetizers for an additional $5.00 per person per selection:
Spanakopita, Vegetable Tray, Raspberry Brie en Croute

Add any of the following appetizers for an additional $8.00 per person per selection:
Shrimp Cocktail, Cheese and Cracker Tray, Crostini with Whipped Feta, Apple Onion Gruyere Tartlet

Add any of the following appetizers for an additional $10.00 per person per selection:
Charcuterie board, Smoked Salmon
TRAIL RIDGE BBQ DINNER
$30.00 ADULT/$15.00 CHILDREN 6-12

Comes with your choice of two entrées, both sides, salad bar, fruit tray, cornbread, Iced Tea, and Water

Entrées:
BBQ Beef Brisket
*Roasted beef brisket with BBQ sauce*

BBQ Chicken
*Oven roasted chicken with BBQ seasoning*

Herb Roasted chicken
*Oven roasted herbed chicken*

BBQ Pulled Pork
*Pulled pork with BBQ sauce*

Kahlua Pork
*Pulled pork with a sweet teriyaki glaze*

Tofu Vegetable Skewers
*Grilled Fresh Seasonal Vegetables with Marinated Tofu*

Sides:
Baked Beans, Corn on the Cob

Add any of the following appetizers for an additional $5.00 per person per selection:
Spanakopita, Vegetable Tray, Raspberry Brie en Croute

Add any of the following appetizers for an additional $8.00 per person per selection:
Shrimp Cocktail, Cheese and Cracker Tray, Crostini with Whipped Feta, Apple Onion Gruyere Tartlet

Add any of the following appetizers for an additional $10.00 per person per selection:
Charcuterie board, Smoked Salmon
FALL RIVER BRUNCH
$ 45.00 ADULT/$23.00 CHILDREN 6-12

Brunch Menu Includes:
Plain Yogurt, Cottage Cheese, a Fresh Seasonal Fruit Tray, a selection of Muffins,
Plain Mini Bagels, Homemade Granola, Oatmeal, Breakfast Potatoes, Shrimp Cocktail
and Smoked Salmon

Your Choice:
Bacon OR Sausage
Stuffed Pancakes OR Stuffed French Toast

Your Choice of 2 Entrées from the Following:
London Broil
Seasoned tri-tip beef served with an onion and mushroom jus

Beef Pepper Steak
Seared flank steak with a peppercorn demi

Herb Roasted chicken
Oven roasted herbed chicken

Pork Loin
Marinated pork loin with a honey-Dijon glaze

Seared Mahi Mahi
Seasoned Mahi filets with a pineapple salsa

Balsamic Chicken
Grilled chicken breast tossed in a balsamic glaze

Your Choice of 2 Sides from the Following:
Roasted Rosemary Potatoes, Rice Pilaf, Roasted Sweet Potatoes,
Asparagus,
Mashed Potatoes with Gravy, Steamed Vegetables

Beverages included are:
Iced Tea, Water and your choice of apple or orange juice
YMCA OF THE ROCKIES ESTES PARK CENTER
SPECIAL EVENTS DEPOSIT & PAYMENT POLICY

DEPOSIT

A 50% deposit, of the total of your contracted sites, is due at the time of booking and will be deducted from the total price of your event.

When booking The Mountainside Lodge Package, a 35% deposit will be required on the total amount due before tax.

DEPOSIT REFUND POLICY

50% of the deposit is to be refunded if your event is canceled six months or more prior to the scheduled event date.

The deposit is non-refundable if your event is canceled less than six months prior to the scheduled event date.

PAYMENT SCHEDULE

The Final Guest Count and full payment are due two weeks before the event. You will be billed for the number of guests given at this time, even if the actual number is lower. If your numbers increase, payment for the difference is expected at the end of the event.

There will be a 5% late fee charged to the final bill if the final balance is not paid in full exactly two weeks before the event.

A 3.55% sales tax and 18% gratuity will be added to the total.

(Sales tax is subject to change)