



Evergreen Lake House
WEDDINGS & EVENTS
2023/24



Welcome

Evergreen Lake House is a showcase of rustic log and stone craftsmanship, located right on the 40-acre Evergreen Lake. It is surrounded by mountain views, a beautiful golf course, wildlife and natural beauty. The Evergreen Lake House is close in proximity to the Denver area, with numerous accommodations nearby, from bed-and-breakfasts and hotels to rental homes and cabins. Guests can visit one of the many excellent restaurants or attractions in the Evergreen area.

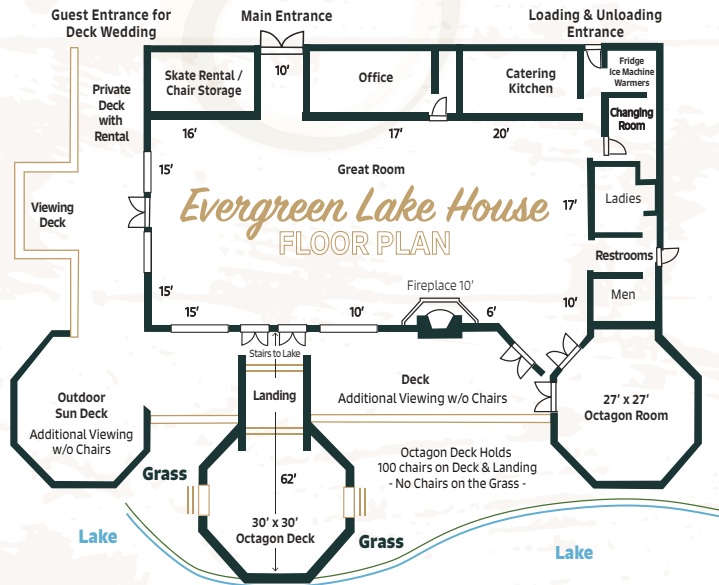
This picturesque venue is perfect for wedding ceremonies, receptions and rehearsal dinners, seminars, banquets, community events, business meetings and retreats. Evergreen Lake House is a 5,000-square-foot building that sits on 55 acres and includes a great room with a large stone fireplace and a smaller octagon room, both featuring an abundance of natural light. Tables and chairs are provided for you and your guests. A prep kitchen is included for your catering staff. Additionally, our 30-foot-by-30-foot octagonal deck provides a stunning ceremony space on the water's edge.

For outdoor ceremonies, the deck can hold up to 100 white chairs. There are log railings around the deck with a flagstone step to the grassy area. The railings can be decorated with flowers or greenery, and flowered arbors can be set up right next to the lakeside, allowing guests to take in the beautiful shimmering lake beyond, as well as the surrounding mountain views.



Seating Capacities

With 5,000 square feet of entertaining space, Evergreen Lake House includes a great room, which can seat up to 200 people with a large stone fireplace, and a smaller octagon room which is usually used for a buffet. For outdoor ceremonies, the deck can seat up to 100, with additional standing room, for a very charming and intimate wedding ceremony. All reservations include the Lake House outdoor deck area.



Contact Information

For more information and to check availability, please contact Krista Emrich, Recreation Supervisor - Special Events at kemrich@eprd.co.

CALL: 720.880.1016 for more details





Weddings to Business Meetings to Corporate Retreats

Evergreen Lake House is a beautiful setting for weddings and a relaxing setting for business meetings, community events, seminars, or corporate retreats. This venue is sure to make any event memorable. The venue provides tables, chairs, Wi-Fi, and a staff member to assist you with making your event run smoothly. The Evergreen Lake House can accommodate both small gatherings and events of up to 200 people. With all the spectacular views, everyone will have an experience they won't soon forget!

Policies

Rental Information

The Evergreen Lake House is available for rent year-round. Rental uses include meetings, banquets, parties, weddings and receptions, family reunions, memorials, conferences, retreats, team building, and more. Provided in the rental costs are tables, chairs, ceremony area with up to 100 chairs, and a district staff member. Linen and table settings are not included. Maximum guest count is 200.

Payments/Reservation Deposits

At the time of booking, a \$750 initial payment is required to secure the date. The final payment for the remaining balance must be made at least 180 days before the event date. Evergreen Park & Recreation District accepts personal checks, Visa, American Express, MasterCard, and Discover as forms of payment. Any late payments will be charged a 10% late fee. If the full payment is more than 30 days delinquent, the reservation will be canceled and all monies paid will be forfeited. It is understood that the Renter is the responsible party for any damage to the facility or grounds arising from the event, whether or not it is in excess of the damage deposit.

Caterers/Contractors

For a list of "Preferred Caterers" please see the last two pages of this brochure. Available equipment to Renters/Caterers in the kitchen area is limited to a microwave oven, sinks, alto-shaam, freezer, and refrigerator. An ice machine is on site, however, we cannot guarantee the amount of ice available for any given event. Renters/Caterers must bring all supplies including utensils, dishes, coffee makers, linens, etc. The Renter understands that it is the Renter's responsibility to inform all caterers, musicians, florists, and other helpers and guests of the specific times and nature of the rental agreement, where to unload, and acceptable parking areas. Renter realizes that they are responsible that all event participants observe all aspects of this agreement as well as all facility rules. Any vehicles driving on the grass at the Evergreen Lake House will be charged per violation.

Vendor Reference Guide

To help in planning your wedding or next event, we have compiled a category listing of area businesses that can service your needs: florists, musicians, photographers, limo/shuttle, rehearsal dinner providers, lodging, confectioners, etc. For more details, please refer to the insert in this brochure as our references can change from year to year.

Outdoor Ceremonies

Ceremonies are often held on the east side of the Evergreen Lake House facing the water. A maximum of 100 chairs can be placed on the deck for the ceremony. No chairs, benches, furniture of any type, or coverings may be set up on any grassy areas, unless authorized by a staff member.

Cancellations

The Renter may cancel the event in writing at least 180 days prior to the event date and forfeit one half of the initial payment. Cancellations less than 180 days but more than 120 days will forfeit the full amount of the initial payment, with the difference refunded. Cancellations less than 120 days will forfeit all monies previously paid. No show events will forfeit rental fee and damage deposit. Refunds will be processed through the District in the form of a check.

Alcohol/Smoking

The Renter may consume alcohol on the premises. Alcohol service includes beer, wine, champagne, and hard liquor. No shots or neat pours allowed. The sale of alcohol is not permitted. The Renter understands that it is the Renter's responsibility to assure that the dispensing of alcohol is in compliance with Colorado State Liquor laws. Alcohol must only be served by a bartender who has completed their Approved Responsible Vendors training, and proof of certification must be available on-site during the event. Alcoholic beverages may not be removed from the rental area. Mats must be used under bar areas to protect the floors inside. Kegs are required to be placed inside a keg tub kept on the outside deck area. All alcohol/bar service must be shut down one hour before the rental time is up. Smoking is allowed outside in designated areas only. Consumption of marijuana on District property is strictly prohibited.

Park Activity/Transportation

The park and trails at Evergreen Lake are open to the public. During your event, recreation activities may be ongoing, including non-motorized boating. A small number of parking spaces are reserved for events at the Evergreen Lake House and the bulk of the parking lot remains available for public use. It is highly encouraged to provide transportation for guests (shuttles, rideshares, etc).



An Inspired Culinary Experience

Our expertise in cuisine, planning and coordination of flawless events has brought us the distinction of being one of Colorado's premier catering companies.

303.277.9677
biscuitsandberries.com



Celebrating the time honored traditions of cooking with live fire.

Campfire Evergreen offers Neapolitan wood-fired pizzas straight from the oven and award-winning Texas style BBQ from the smoker to your plate; with all the fixings!

303.593.1018
campfireevergreen.com



*Customer Focused,
Elevated Comfort*

It is our love of entertaining and the power of bringing people together through food that fuels the Encore fire. Call today to schedule your Encore performance.

303.707.0909
encorecatering.net



Our Famous Catering Team will make it easy for you and handle all the details. We'll deliver our Famous 'Que and maintain your 'Que buffet so you can sit back, enjoy, and be stress-free.

famousdaves.com/catering



*Innovative Design | Culinary Leaders
Exceptional Experiences*

Footers is committed to using the freshest ingredients cooked on-site at every event. We are proud to offer full event coordination to ensure that every detail is perfect for your wedding, corporate event, charitable gathering or family party.

303.762.1410
footerscatering.com



We are experts in multicultural and fusion cuisines - serving authentic ethnic food from around the world. We are a boutique catering company offering custom menus, inspiring design ideas, rentals, event coordination and professional staff.

303.768.8970
thegourmetkitchen.biz



*Event Planning from Venues
to Florists and Staff*

Planning your dream wedding can be overwhelming but it doesn't have to be! With 10+ years experience, our menus, food stations & quality cuisines are available at affordable prices.

303.670.0159
lacuisineofevergreencatering.com



*You bring the people,
we bring the party*

We are a full-service catering company specializing in wood-fired pizza, salads, and various appetizers. With our mission to be zero waste, we are sure to create a unique and fun dining experience that will have your guests talking about your wedding long after you tie the knot.

720.515.0917
mountaincrust.com



Piggin' Out uses the highest quality meats that are slow smoked daily. Our goal is to create an authentic smoke house experience for your next event without limitations.

303.988.2749
pigginout.com



relish

Catering & Events

Denver's Fully Custom Catering & Events Company

We are a diverse and multifaceted catering and events company with personalized custom menus. Our team of professional event designers and creative culinary staff will ensure your vision is executed to perfection!

303.727.9200
relishcateringco.com



Rocky Mountain

CATERING & EVENTS

Producing Celebrations People Can't Stop Talking About

We want you to feel we are not just a catering company but a caring and experienced partner to assist you in planning for your special day. We will use our expertise in catering and events to bring your vision to life.

303.216.0553
rockymountaincatering.net



serendipity

CATERING

Passionate About Creating Unforgettable Experiences

We aim to create forward-thinking and crowd-pleasing menus. We believe impeccable service and incredible food starts with people who want to share the good—for our clients, for our communities and to the earth - It's the Serendipity Standard.

303.561.3663
serendipityfood.com



A SPICE OF LIFE

A Fresh Approach to a Memorable Event

Our passionate, innovative team of event specialists & chefs will work with you from day one until The Big Day to craft the perfect custom menu, take the stress out of the planning process, and execute the event of your dreams.

303.443.4049
aspiceoflife.com



FOODS

TBD Foods strives to work with the best and freshest ingredients in the front range. Whether you are having a small intimate event or a buffet for a few hundred, TBD Foods will work with you to make the vision of your special day a reality.

303.489.9642
tbdfoods.com



THREE TOMATOES

catering

We Are the Art and Science Behind Hospitality

At Three Tomatoes, we've spent the past four decades perfecting our recipe for success, and the ingredients are simple: distinctive menus, mouth-watering fare, high-class service, and event planning, all seasoned with a personal touch by professionals who care.

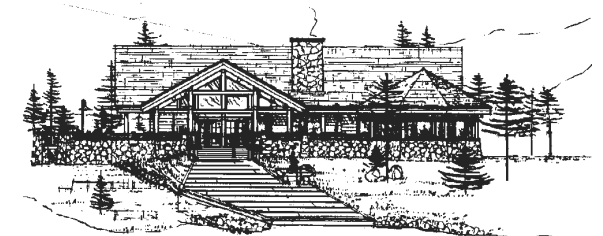
720.609.2267
threetomatoes.com

The Organizations Listed Here are Members of Our Preferred Caterers Group

EVERGREEN PARK & RECREATION DISTRICT

We can do business with caterers outside of our preferred caterers listing, but please note that there is an additional fee. Inquiries can be made with our Recreation Supervisor, Krista Emrich.

Krista Emrich, Recreation Supervisor - Special Events
720.880.1016 | evergreenrecreation.com





Evergreen Lake House



29612 Upper Bear Creek Road
Evergreen, CO 80439
720.880.1016



www.evergreenrecreation.com



EVERGREEN LAKE HOUSE BOOKING/RESERVATION FORM 2023/24

Please send completed reservation form to EPRD via an emailed PDF to:
 Krista Emrich, Recreation Supervisor - Special Events - kemrich@eprd.co
 or mail completed form to: Evergreen Lake House, 1521 Bergen Pkwy, Evergreen, CO 80439

EVERGREEN LAKE HOUSE 2023/24 PRICING -

No Lottery Necessary.

PEAK SEASON			
Weekend <i>Both rooms are included on weekends. There is no off-season pricing for Fri & Sat.</i>	Friday	Saturday	Sunday
8-Hr Block	\$6500	\$7250	\$6000
10-Hr Block	\$8000	\$9000	\$7250
Weekdays <i>Groups over 150 must rent both rooms. Octagon Room available for groups under 30.</i>	Monday - Thursday		
	Octagon	Great Room	Both Rooms
8-Hr Block	\$1750	\$3000	\$4500
10-Hr Block	\$2250	\$3750	\$5500

OFF SEASON (Jan / Feb / Mar / Apr / Nov)			
Weekend - Off Season <i>There is no off-season pricing for Fri & Sat.</i>	Sunday		
	Octagon	Great Room	Both Rooms
8-Hr Block	<i>Call for Availability</i>	\$3000	\$4000
10-Hr Block	<i>Call for Availability</i>	\$4000	\$5000
Weekdays - Off Season	Monday - Thursday		
	Octagon	Great Room	Both Rooms
8-Hr Block	\$1500	\$2500	\$3500
10-Hr Block	\$2000	\$3250	\$4500

There is no off-season pricing for Fridays and Saturdays.

Time block includes set-up and clean up.

All reservations include indoor and outdoor chairs and tables that will be set up before access time.

All reservations include the Lake House outdoor deck area.