



The Historic Dance Pavilion At Oaks Park


Welcome to the enchanting Oaks Park Dance Pavilion. This 5,000 square foot historical building has played host to thousands of balls, weddings, family reunions, holiday parties, birthday celebrations, anniversary galas and more.

No other location in this 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... under the trees, on the river... and in your heart forever.

7805 SE Oaks Park Way
Portland, OR 97202
503-233-5777
www.oakspark.com



Oaks Park Dance Pavilion Rental

Rates:

6 hours for \$800.00
12 hours for \$1300.00
Hourly- \$200.00 per hour

Capacity:

Banquet Seating- 375 guests
Festival Seating- 450 guests

All rentals include:

- ◆ 60" Round Seating Tables and Chairs
 - ◆ Sound System
 - ◆ Room Host/Hostess
 - ◆ Kitchen Use
 - ◆ Convenient, Free Parking
- ◆ Antique Carrousel Animal Display
- ◆ Historic Photo Displays
- ◆ 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 reservations must be finalized a minimum of 3 weeks before your event date. Finalization of your reservation requires deposit and a signed event agreement. Deposits will be applied to your total bill and the remaining balance will be due **one week** prior to your event.

Please contact The Dance Pavilion Department at 503-233-5777 ext. 108 or via email at skaterem@hotmail.com to schedule a tour or make a reservation.



Policies

Rental Time

The room will be available to your event at the contracted start time. The room must be cleared of outside property and vacated by the contracted end time. Early admittance or late departure will result in additional room rental charges. Set up and clean up of Oaks Park property is done outside the parameters of the rented event time and will not be factored into the rental time or fee.

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 you a wide range of catering alternatives when hosting an event in our historic Dance Pavilion. Your outside caterer is welcome. 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.

All outside caterers must enter into a separate agreement with Oaks Park. Outside catering includes “pick-up” or “to-go” orders. 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, payable to Oaks Park. An itemized invoice must be submitted by the outside caterer to Oaks Park staff on the day of your event.

No catering fees will be charged for home made items or “potluck” style events.

Oaks Park also offers excellent in-house catering between the months of September and May. 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. Oaks Park property may not be moved or altered. No decorations may be anchored to any surfaces without permission of Oaks Park management.

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 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 Facility Host/Hostess.

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.

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

60" Round Tables	Included in Pavilion rental
Up to 30, additional available for a fee	
8' Serving (wood top, 29" tall)	\$9.00 each

Chairs

Black Padded Banquet	Included in Pavilion rental
Up to 300, additional available for a fee	

Linens

Table Cloth (60" round table)	\$10.00 each
Table Cloth (8' serving table)	\$20.00 each
Napkin	\$.75 each

Audio Visual Equipment

Television/VCR	\$50.00
Overhead Projector/Screen	\$25.00
Metal Easel	\$7.00 each
Wooden Easel	\$9.00 each
Wireless Microphone	\$25.00
Wireless Lapel Microphone	\$25.00

Beverage Services

Bar Set up (required with any beverage service)	\$50.00
Bartenders	\$25.00 per bartender per hour
Wine (House Chardonnay, Merlot, Pinot Gris, or Pinot Noir)	\$180.00 per case, or \$4.00 per glass
Bottled Domestic Beer	\$47.00 per case, or \$3.50 per glass
Bottled Microbrew	\$50.00 per case, or \$3.50 per glass
House Champagne	\$190.00 per case
Sparkling Cider	\$70.00 per case
Soda (assorted Pepsi Products)	\$1.25 per serving
Coffee Service (includes service table w/linen, and cups)	\$75.00 per 200 servings
Punch Service (includes service table w/linen, and cups)	\$70.00 per 200 servings
Water Service	
Pitchers with glasses	\$.75 per guest
Water Cooler (with paper cups)	\$10.00 per 5 gallon container
Domestic Keg	\$221.50
Microbrew/Ale Keg	\$271.50
No Host Bar	Bar set up and bartending fees apply

China/Silverware

10" Dinner Plate or 7" Dessert Plate	\$.45 per piece
Dinner Fork, Dessert Fork, Knife, or Spoon	\$.35 per piece

Personnel Services

\$25.00 per hour

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

Contact the Oaks Park Dance Pavilion staff at 503-233-5777 ext 108, or via email at skaterem@hotmail.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.

Oaks Park Catering



Oaks Park catering service includes buffet tables and linen, china, silverware, disposable dinner napkins, water service, and bussing. Add \$10.00 per person for passed, plated orders. Orders must be placed for a minimum of 30 guests. A 50% deposit is required for all catering orders.

Oaks Park Catering Services available September-May. Prices subject to change.

The "Oak Leaf"

1 Entrée

2 Accompaniments

Bread and Butter

Deluxe Dessert Assortment *or* Appetizer

\$15.25 per person, buffet

The "Carousel"

3 Entrée

3 Accompaniments

Bread and Butter

Deluxe Dessert Assortment *or* Appetizer

\$25.25 per person, buffet

The "River View"

2 Entrée

3 Accompaniments

Bread and Butter

Deluxe Dessert Assortment *or* Appetizer

\$20.25 per person, buffet

The "Sellwood"

3 Entrée

4 Accompaniments

Bread and Butter

Deluxe Dessert Assortment *or* Appetizer

\$30.25 per person, buffet

Entrée Selections

- ◆ Pork in Champagne Sauce ◆ Garlic Rubbed Beef ◆ Chicken Breast Alfredo ◆ Honey Roasted Pitted Ham
- ◆ Roast Turkey ◆ Baked Salmon with Lemon and Herbs (add \$2.00 per person)

Accompaniment Selections

- ◆ Caesar Salad ◆ Fresh Fruit Display ◆ Fresh Vegetable Display ◆ Fresh Greens with Vegetables ◆ Garden Herb Rice ◆ California Style Pasta ◆ Garlic Mashed Potatoes ◆ Au Gratin Potatoes ◆ Herb Dressing ◆ Roast Baby Red Potatoes with Herbs ◆ Honey Glazed Carrots ◆ Mediterranean Blend Vegetables ◆ Green Beans with Pearl Onions, & Almonds ◆ Steamed Broccoli, Cauliflower, & Red Onions

Appetizer Selections

- ◆ Cheese and Cracker Display ◆ Fresh Vegetable Display ◆ Raspberry Topped Brie with Crackers

Breakfast, lunch, specialty, and personalized menus also available

Please contact the Oaks Park Pavilion at 503-233-5777 ext 108 or email skaterem@hotmail.com

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www.oakspark.com



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.



Thai Buffet

Phad Thai with Tofu*
or
Panang Curry with Chicken **
Jasmine Rice
Fresh Fruit Tray
Garden Salad with Asian Dressing
Coconut Ginger Cookies
* Spicy

Fiesta Buffet

Chicken Enchiladas
Spanish Rice
Pinto Beans
Tossed Green Salad with Chipotle Ranch Dressing
Fresh Fruit Platter
Tortilla Chips with Salsa
Cinnamon Cookies

Northwest Buffet

Breast of Chicken with Lemon Cream Sauce
Rice Pilaf
Seasonal Vegetables
Tossed Green Salad with Hazelnut Vinaigrette
Dressing
Fresh Fruit Tray
Brownies
Rolls and Butter

German Buffet

Chicken Schnitzel with Mushroom Sauce
or
Bratwurst with Sauerkraut
Mashed Potatoes with Sour Cream and Chives
Blended Greens with Broccoli, Cauliflower, Red
Onion, Tomato and Juniper Red Wine Dressing
Fruit Tray
Kaiser Rolls
Apple Strudel

Italian Buffet

Breast of Chicken with Marsala Wine Sauce
Basil, Olive Oil and Garlic Sautéed Penne Pasta
Grilled Zucchini with Olive Oil and Oregano
Mixed Wild Greens with Italian Vinaigrette
Fruit Platter
Toasted Garlic Bread
Assorted Cookies

Pasta Buffet

Bowtie Pasta with Marinara Sauce
Basil Pesto Chicken with Mozzarella Cheese
Grilled Zucchini with Olive Oil and Oregano
Panzanella Bread Salad
Fresh Fruit Platter
Toasted Garlic Baguette
Assorted cookies

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www.cateringbybo.com



A Personal Touch Catering ... because it's personal™

Suite 281
2000 NE 42nd Avenue Portland, Oregon 97213
Ph 503-772-8880 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. †

