

# Sauk Prairie WEDDING Guide



**PRAIRIE  
LANDING**  
WEDDINGS & EVENTS



340 21ST STREET PRAIRIE DU SAC, WI 53578

[SPPARKSANDREC.ORG](http://SPPARKSANDREC.ORG)



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Welcome to Prairie Landing – your perfect budget-friendly wedding venue, offering the ideal blend of elegance and affordability. Whether you're planning an intimate gathering or a grand celebration, our versatile space is crafted to bring your wedding vision to life. With two beautiful ceremony options, three customizable package levels, and a dedicated team by your side, we make it easy to create a seamless and unforgettable experience. Say "I do" in style without the stress – start planning your dream wedding with us today!



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# General

Welcome to the Prairie Landing Wedding Venue Guide! We're thrilled you're considering our space for your special day. To ensure a smooth and memorable experience, we've outlined some essential guidelines regarding facility use and setup. Please take a moment to review these rules, as they are designed to maintain the integrity of our venue and ensure that all events are conducted with the utmost care and respect. Should you have any questions or need further clarification, our team is here to assist you every step of the way.

## RULES

- The person/organization signing the rental contract must be present from the time the building is opened, while the event is in progress, and must wait until all event guests have vacated the premises and rental has been cleaned.
- The Recreation Department is not responsible for any equipment or other items left at the Prairie Landing at any time.
- Smoking is prohibited inside the building and within 25 feet of the building at all times.
- The renter assumes all responsibilities for injuries or damages that may occur to persons or participants or their property.
- Tables and chairs must remain inside the building at all times.
- The renter is responsible for the conduct of guests of the event, and ensuring that no state or federal building codes, ordinances or laws are violated. Misuse of the facility will not be tolerated.



## DECORATIONS/SIGNAGE

- All decorations must be put up and taken down by the renter and must be free standing. Nails, tape, tacks, staples and screws are strictly prohibited. Glitter, confetti, rice, silly string or natural flower petals are not allowed at any time.
- Signage may be displayed on portable sign holders, bulletin boards or easels. The renter is responsible for the provision, installation and removal of such supplies.



# Pricing/Hours



Welcome to the Prairie Landing Wedding Venue Guide! We're thrilled you're considering our space for your special day. To ensure a smooth and memorable experience, we've outlined some essential guidelines regarding facility use and setup. Please take a moment to review these rules, as they are designed to maintain the integrity of our venue and ensure that all events are conducted with the utmost care and respect. Should you have any questions or need further clarification, our team is here to assist you every step of the way.

## Package 1: Premium Weekend Rental (\$2,500)

- Duration: Friday night to Saturday - 11:59 PM
- Includes all decorations:
  - Linens
  - Wine Glasses
  - Mirrors
  - Vases

*Enjoy a seamless weekend event with everything you need for a memorable experience.*

## Package 2: Weekend Rental (\$2,000)

- Duration: Friday night to Saturday - 11:59 PM
  - Includes: Venue rental only (no decor included)

*Perfect for those who prefer a more flexible setup or have their own decor plans.*

## Package 3: Saturday Only Rental (\$1,500)

- Duration: Saturday, from 9 AM to 11:59 PM
  - Includes: Venue rental only

*Ideal for one-day events or gatherings.*

### Rental Deposit

To secure your booking, a 50% deposit is required at the time of reservation. An additional 25% is due 6 months prior to the event, with the remaining balance payable three months before the event date. Deposits are non-refundable.

### Included (all packages)

#### Indoors:

- 9 Round tables (72') and 8 long tables (6'x2.5') with chairs
- Two TVs with HDMI cables
- Enjoy the freedom to play your own music through our Bluetooth system or tune into SiriusXM for a customized sound experience

#### Outdoors:

- Outdoor patio tables and chairs
- One TV with HDMI cable
- Enjoy the freedom to play your own music through our Bluetooth system or tune into SiriusXM for a customized sound experience
- Three gas fire pits

### Changing Room

Our changing room offers a comfortable and stylish space for the bride and bridesmaids to prepare for the big day. With couches and chairs, a full length mirror, and mini mirrors with lights it's the perfect spot for those final touches. The space ensures relaxation, laughs, or moments to yourself before you walk down the aisle.





# Ceremony

We offer flexible options for your ceremony location, whether you're envisioning an open field with scenic backdrops, a serene pondside setting, our charming patio with a covered overhang, or the private intimidating setting of the inside. With plenty of space and beautiful surroundings, we're here to help create the perfect atmosphere for your special day.

## Outside

### PATIO

With our gorgeous original farmstead beams , overhead coverage and plenty of space for guests, our patio is the perfect option. Additional patio furniture moving fee will be \$750.

For additional rental items, please contact McFarlane's Retail and Service Center at 608-643-3321. This includes chairs, tents, tables, chair covers, braced bar, whiskey barrel bar, drink tank, chill table, and other equipment needs.

### FIELDS

Our fields provide a serene, spacious setting perfect for large or intimate gatherings. With plenty of room for creative setups, the location is easily accessible and offers a flexible, scenic space to make your ceremony truly unique.



## Inside

### INDOORS

In case of rainy weather or if you're planning a more intimate gathering, our charming indoor venue, Prairie Landing, offers a perfect alternative. This cozy, versatile space provides shelter while still offering a warm, inviting atmosphere for your ceremony. Whether you're seeking a backup plan or a primary location, Prairie Landing is a lovely setting to celebrate your special day.



## Extras

### DECOR

Linens - \$25/table

Wine glasses - \$2.50/glass

Mirrors and vases - \$5/setup

# Preferred Vendors

We've curated a select list of trusted professionals who excel in making your wedding day unforgettable. Our Preferred Vendors are industry experts who consistently deliver exceptional service and quality. From photographers and florists to caterers and entertainment, these partners are chosen for their proven track record of excellence, creativity, and commitment to our couples. Please note: While these vendors are on our preferred list, it's still your responsibility to conduct your own investigation and research before entering into any contracts. We strongly recommend having an in-person or virtual meeting with them to discuss your goals and ensure they align with your vision for your special day.

## FOOD

You have the option to bring your own food instead of hiring a caterer or food truck. With the rental of the indoor space you will have access to outlets, refrigerator, freezer, and sinks.

## PIZZAS

There will be the choice of purchasing pizzas for later in the evening. We will cook them in our kitchen and place them under heating lamps in the dining area. These pizzas will be priced at \$12/pizza.

### BAR

- Dax Drink Shack | [www.daxdrinkshack.com](http://www.daxdrinkshack.com)

### BOUDOIR PHOTOGRAPHY

- Purple Lotus Studio | [www.purplelotus.studio](http://www.purplelotus.studio)

### DESSERTS

- Cordelia's Cottage BakeShoppe | 608-434-2489

### ESTHETICIAN SERVICES

- Bseen Esthetics | [www.bseenesthetics.glossgenius.com](http://www.bseenesthetics.glossgenius.com)

### EVENT AND PARTY RENTALS

- McFarlanes' Rental | [www.mcfarlanes.net](http://www.mcfarlanes.net)

### EVENT COORDINATOR

- Authentic Joy Events  
[go.authenticjoyevents.com/welcome](http://go.authenticjoyevents.com/welcome)

### FLORIST

- Rainbow Floral | [rainbowfloralsp.com](http://rainbowfloralsp.com)

### FOOD & CATERING OPTIONS

- Prem Meats & Catering | [www.premmeats.com](http://www.premmeats.com)

### HONEYMOON PACKAGES

- Holly Poast Magical Moments Vacations  
[www.travelmagicalmoments.com](http://www.travelmagicalmoments.com)

### HOTEL & SHUTTLE SERVICES

- Holiday Inn Express | [www.ihg.com](http://www.ihg.com)

### OFFICIANT SERVICES

- John Lehan | 608-57three-3032

### PARTY DECOR

- Party Decor by Yazmin | 608-477-9312

### PHOTOGRAPHY SERVICES

- jvod Photography | [www.jvodphotography.com](http://www.jvodphotography.com)

### SALON SERVICES

- Jore Salon | [www.jore-hair-llc.square.site](http://www.jore-hair-llc.square.site)

### VIDEOGRAPHY SERVICES

- Drop Frame Productions | [www.DropFrame.com](http://www.DropFrame.com)

## Caterers

The customer agrees to make all arrangements with the caterer. Caterers are to provide adequate staffing to serve and clear dishes/plates from tables as well as adhering to proper cleaning procedures for the Prairie Landing. If the customer provides their own dessert they shall assume all responsibility, dinnerware, and clean-up.

*\*For the caterers - a certificate of Insurance for \$1,000,000 in general liability insurance is required naming the Village of Prairie du Sac as an additional insured party\**





# Beverage Services

Packages below include unlimited beverages such as beer, seltzers, non-alcoholic beverages. Wine is permitted to be purchased from a vendor of choice, brought to site and placed on dinner tables. Two bottles of wine per dinner table are permitted to be brought onsite by renter for self-service during the meal.

Events must conclude by 11:00pm, therefore the last call will be at 10:30pm.

## Package 1: \$28/Person

- Two beer selections on tap.
- Two canned beer/seltzer selections of your choice.
- One additional non-alcoholic beverage.

## Package 2: \$22/Person

- Two beer selections on tap.
- One canned beer/seltzer your choice.
- One additional non-alcohol beverage.

## Package 3: \$18/Person

- One beer selection on tap.
- Two non-alcoholic beverages.

### Beverage Deposit

We require a deposit of \$1,000 to be paid three months out.

The remainder will be paid one month out after you verify guest count.

*\*No liquor is allowed on premise.*

*\*Mobile bar is available upon request, additional charges may apply.*

*\*Beverage options subject to distributors availability.*



# Layouts/Renting

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## LAYOUTS

Our indoor space can accommodate up to 50 guests, including the head table. Our standard setup features nine round tables, each seating up to eight guests comfortably. Should your event require additional seating, we have the flexibility to arrange more tables to meet your needs.

## MUSIC

Bands and DJs are welcome at our venue inside and outside. To be considerate of our neighbors, outdoor amplified music must conclude by 9:00 p.m. Thank you for your understanding and cooperation.

## CLEAN UP

Renters are responsible for removing all personal items brought into the Prairie Landing and address any damages noted by Recreation staff during the post-event inspection. Charges for repairs, including labor and materials, will be billed to the renter. Excessive cleaning needs may also result in additional charges of \$35/hr.

If a caterer is used, the renter is responsible for ensuring that the caterer adheres to proper cleaning procedures.

## PUBLIC PARK REMINDER

Public park reminder Reminder that Culver Community Park is a public park, set up should be done the day of to avoid usage by the public. While the building and patio will be blocked off for your use, there may be other people using the rest of the park (playground, fields, courts, skate park, etc).

## RENTING THE SPACE

Experience the charm of an intimate and natural setting by choosing Prairie Landing for your wedding. This hidden gem offers a budget-friendly option for couples seeking a beautiful yet uncomplicated venue for their special day. However, if Prairie Landing doesn't fully meet your needs, we highly recommend exploring [saukprairie.com/wedding](http://saukprairie.com/wedding) to discover other stunning venues in the Sauk Prairie Riverway.

### Contact Information:

Alysa Steinkopf  
608-573-3032