

Making Memories at Wiegand Lake Park



2023
Group Rental
Information



Making Memories at Wiegand Lake Park
9346 Kinsman Road
Novelty, OH 44072

Telephone: (440) 338.5795
www.wlakepark.com
info@wlakepark.com



A Letter to You...

Thank you for taking the time to learn about Making Memories at Wiegand Lake Park. We specialize in private, catered events, corporate functions, weddings, and reunions, hosting groups from 100-1200 who want an exclusive rental of our 50 acre park.

With clean, beautiful grounds, there is plenty to do for everyone. You can enjoy paddle boats, playgrounds, softball diamond, sand volleyball, corn hole, basketball, soccer, horseshoes, and swimming, as well as lots of great food served either all day long or as a sit-down meal. Our facilities include pavilions, refreshment booths, a banquet room and ballroom, as well as a beautiful spring-fed lake and huge lakeside wedding deck.

Why choose Making Memories at Wiegand Lake Park?

- ☑ We are conveniently located in Western Geauga County, 15 minutes from the intersection of I-271 and I-480.
- ☑ We are private -- your group has exclusive use of the park for the day.
- ☑ We are known for our delicious food--and lots of it!
- ☑ We are clean--clean grounds, sparkling restrooms.
- ☑ We charge no gratuities or parking fees.
- ☑ We give every guest a friendly smile and personalized service because we enjoy what we do--and it shows!

We are located in Novelty, Ohio, which is 20 miles east of downtown Cleveland. We hope this package of information gives you a more complete picture of our park. Our groups who have been coming to the park for many years enjoy fun activities, privacy, cleanliness and the best quality food at a reasonable price in a fun, family-oriented atmosphere.

If this sounds like what you're looking for, please call to schedule a visit at (440) 338.5795 or see us at www.wlakepark.com. We can't wait to show you around!



Carrie & Ken

Carrie & Ken Borah

Owners



What do we offer?

We feature: Exclusive Rentals -- just one group per day - yours!
 50 acres in wooded, beautiful Geauga County
 Springfed lake with paddleboats, rowboats & swimming area
 Huge lakeside wedding deck
 Large softball diamond with bleachers and benches
 Vintage dance hall with huge covered deck, stage, and bar
 Banquet room with fireplace & ADA restrooms, seats 175
 Covered pavilion with picnic tables, DJ area, and bar area
 Covered welcome pavilion with brick patio, benches & flowers
 Beach sand volleyball courts, regulation size (2)
 Basketball court (1)
 Corn toss courts (5)
 Horseshoe courts (4 standard, 1 short court)
 Children's playgrounds (2)
 Refreshment and novelty stands (2)
 Clean modern restrooms
 Over 70 picnic tables

Great Food: The finest quality ingredients prepared fresh by us in our kitchens mean great food your guests will talk about, long after your day of the picnic or wedding. Your menu may be served continuously all day, at a buffet-style lunch or dinner, or both. And we never run out!

Lots to do: Paddleboats
 Softball
 Sand Volleyball
 Basketball
 Soccer
 Horseshoes
 Swimming
 Playground
 Games & Races
 Bingo
 Corn hole
 Eating & Socializing
 Wagon Ride

By arrangement with outside entertainers:
 Live Band or DJ
 Clowns
 Magicians
 Ponies
 Inflatables
 Square Dancing
 Petting Zoo
 Photographer
 Caricaturists
 Balloon Artist
 Face Painter
 etc!





What does it cost?



Your price depends on the date of the picnic, size of group, food selections, and services provided. We know you are cost-conscious, so we do our best to provide great value to you. We are happy to prepare a detailed quote—just tell us your date, desired menu, number of guests expected, and any of the additional services you'd like, and we'll give you a complete cost! Your quote will include these items:

- 1. Park Rental Fee:** Your reservation is final upon receipt of the rent and is due upon booking. Regular weekend dates are \$4100, holiday and May weekend dates are \$3300, and weekdays (M-F) \$2800. The rent is the facility fee and is NOT a deposit on the food bill. Food and other services are billed to you separately, after the day of your event.
- 2. Special Package of Services:** The price depends upon the size of your group and the date of your picnic. The per person charge includes ALL of the following, for \$4 per guest (not per activity)
 - **Rental of Boats:** Guests may use our paddleboats and/or rowboats. Dock attendant(s) will provide oars, life jackets and able assistance. Boating is available only while lifeguard is on duty.
 - **Music on the Grounds:** We play a continuous mix of background music which is broadcast throughout the grounds. You can also bring your own music, on your electronic device, for us to play.
 - **Rental of Athletic Equipment:** Guests may use our volleyballs, softball bats, balls, and gloves, kick balls, soccer balls, basketballs, bocce balls, footballs, funnel ball, corn hole beanbags, and horseshoes as often and for as long as they desire, under park supervision.
 - **Use of the Park P.A. System:** Our microphone is located in the main refreshment stand and broadcasts throughout the grounds. You are welcome to use it for announcements at any time.
 - **Restroom Attendant:** She keeps the restrooms clean and fresh.
- 3. Food:** Choose a sample menu or custom-design your own. Menus are priced per guaranteed guest. Please refer to pages 11-15 for sample menus.
- 4. Other Services:** A certified lifeguard is required for all events. A police officer is required for groups of over 200 guests or upon request for smaller groups. We will schedule them for you.
- 5. Sales Tax:** 6.75% Rental fee, police officer & lifeguard services are not taxable.
- 6. Payment:** Please pay all invoices by cash, check or electronic funds transfer to Lake Park Enterprises, LLC. Your payment is due when you receive your bill. Sorry, but we are unable to accept payment plans or credit cards.

Additional Services:



WAGON RIDE WITH GUIDE

Travel to parts unknown! Wild adventure and a great time is had by all! Load up at the wagon depot, hang on and ride through our wild woodlands, rarely seen before! Catch a glimpse of deer, raccoon, woodpecker, hawk, or wild turkey. Enjoy the scenic forest. Learn a bit about how we got started in the picnic business. Laugh, sing songs, and then return to the depot and get a helium balloon. Go tell your friends, come back, and do it again!

Parking Attendant, \$20 per hour

Certified Lifeguard, required, \$20 per hour (4 hour minimum)

Police Officer, required for groups >200, for parking & emergencies, \$45 per hour

Bar Attendant, \$18 per hour (4 hour minimum)

Bingo Caller, \$20 per hour (2 hour minimum)

Greeter, helps run Welcome Pavilion activities, \$15 per hour (2 hour minimum)

Babysitter, babysits children on playground equipment, \$15 per hour

Tractor-pulled Wagon Ride, seats 12, \$150/hr. (2 hr. min.), extra time \$100 /hr.

Beer Set-Up, incl. refrigeration of draft beer, set up, and take down, \$50

Ice, 20 pound bag crushed, \$6 (for beer coil box)

Beer Cups, 12 oz., \$12 per hundred

Wine Cups, 7 oz., \$6 per hundred

Rental of Bingo Machine, \$15

Reusable Bingo Cards, \$7 per hundred

Remote P.A. at Pavilion, Dance Hall, or Games Field, \$25 each

Rental of T.V. at Pavilion (for Indians or Browns Games), \$10/hr.

Name Tags, \$7 per hundred

Entertainment brought in by outside contractors must be approved by the park management. There is no extra charge, but each contractor must supply us a copy of their current Certificate of Insurance in advance via mail or email.

Frequently Asked Questions!

1) What do we mean by "Exclusive Rental"?

We rent our Park to ONE group each day. Why? Because we want your group to have our undivided attention. And, to give you control over the many variables that affect your enjoyment of the day! You don't have to share anything - all food, games, and facilities will be for your exclusive use. So, there are no crowded parking lots, no waiting for food service, no long lines for the games or the restrooms, no stranger wandering into your group's events, no litter left by other visitors. Your park is sparkling clean. You listen to the music that you select. Your group can focus on having fun!!!

2) What is included in the rental fee?

You are renting a 50 acre recreational facility for an 11-hour day on an exclusive basis, which means it's not open to the public or to other groups, just to you. It includes :

- A Spring-fed lake with 12 Paddleboats, 15 Rowboats and separate Swimming Area
- Large Softball Diamond with Bleachers and Benches
- Rustic Open-Timbered Dance Hall with a lower level Dining Hall
- Covered Pavilion with picnic tables, DJ area, and bar area
- 2 Beach Sand Volleyball courts
- 1 Basketball court
- 5 Horseshoe courts
- 5 Corn Toss courts
- 2 Children's Playgrounds
- 2 Refreshment and Toy Stands
- Clean modern Restrooms
- Picnic tables, gardens, and hanging baskets scattered throughout our picturesque grounds.
- Preparation of the grounds for the picnic which includes cutting the grass, and, on the morning of your picnic, washing all of the buildings, boats, playground equipment, and picnic tables, as well as blowing off or sweeping all of the decks, patios, and pavilion floors.
- Continuous clean up of the grounds, all day long, by our staff.
- Unloading prizes, transporting athletic equipment and coolers (we pack soft drinks and waters in ice for your guests' enjoyment) to sports fields, transporting disabled guests to the restrooms, and ball field.
- The food, package of services, and professional services like the lifeguard and police officer are billed separately.

More F.A.Qs

3) Can we bring our own caterer?

No, we do our own catering and are well known for our plentiful, great-tasting food. With our all day, all you can eat, service your guests may "graze" all day long and will be talking about the food long after the day of your picnic. Buffet lunch or dinner? We do that, too! And no, we never "run out".

4) What about beer or other alcoholic beverages?

You may bring beer to your event and provide it without charge to your guests, but you may not sell it. Hard liquor is prohibited at Wiegand Lake Park. Where you buy the alcoholic beverages is up to you. Just an FYI, Red, Wine & Brew provides 1/6 keg or canned beer for several of our groups. You can place your order with them and we'll take care of the keg cooling, setup, takedown, bar attendant, cups, and ice. Contact them at (440) 729.7376 and ask for Katie.

5) Can we bring our dog? What is your pet policy?

We love dogs and other animals, but the pet policy is selected by the client for the day. Pets, if allowed by the client, must be on a leash, under control, and poop scooped. You should assume pets are not allowed unless your company has decided otherwise.

6) Are there fish in the lake? Is fishing allowed?

Our fish are our pets, so NO fishing is allowed. You are welcome to feed them bread crumbs, available at the food stand. The very large fish you will see are white amur carp put into the lake to help control the growth of plants in the water. The other fish we have are mostly bluegill and bass.

7) How long have you been doing this, anyway?

91 years and counting! That's a lot of experience with picnics and outings to help you create a memorable event—and our advice is free!

8) What are your hours?

Our gate opens at 9 AM, and the park closes at 8 PM. You may enjoy any or all of those hours, as desired, when you hold your event at Making Memories at Wiegand Lake Park! (Other hours by prior arrangement.)

9) What is the guaranteed number of guests?

Two weeks prior to your event, you are required to provide to us the number of guests, 5 years old and older, who will be attending your event. This is the number of guests you guarantee to pay for, for the food, as well as the for the package of services. This is the number upon which we base our staffing and includes only the food which is eaten in the park on your event day. We do not pack up "leftovers" because our insurance does not allow us to do so. We also do not credit you in any way for guaranteed guests who do not attend. If more guests attend, despite your best efforts to provide us an accurate number, you will be billed for the overage.

10) We want a picnic, but can't meet the minimum number of guests. What can we do?

Consider inviting your company's clients, suppliers, vendors and their families to your event. It is a fun and wonderful way for your company to mingle with the people they work with on a daily basis.

IDEAS FOR A GREAT EVENT?

(Have it at *Making Memories at Wiegand Lake Park!*)

1) Get the word out! Your attendance is only as good as your promotional efforts!

- Invite your guests well in advance (send a "save the date") and get an RSVP.
- Let them know When, Where, and What's to Eat and Do.
- Get them involved: on committees, sign-ups for softball or karaoke, etc.
- Bring influential, talkative people (with cameras!) from each department out to the park for a tour prior to your date and encourage them to go back and talk it up!
- Have a prize drawing every Friday for 4 weeks before you need your guaranteed number. The sooner people sign up for the picnic, the more drawings they are eligible for. Give the prizes summer themes: swimming (a beach towel and beach ball), picnic (a set of summer patio dishes and cups for 4), or garden (a hanging basket), etc!

2) Feed them well!

- Choose the best menu your budget can afford. The main ingredients for a good party are great food and nice people. You've got the nice people, we've got the great food! Even with all there is to do at Making Memories at Wiegand Lake Park, the only activity everyone will be sure to participate in is eating!

3) Create a schedule of events!

- Decide when you want your day to start. We are open from 9 AM to 8 PM. If you want to start at 10 or 11 AM, let your guests know they are welcome at 9 but that the Welcome Pavilion will open at your starting time. Want to make it easy? Have our Greeter!
- Have certain activities for guests to look forward to, but don't plan every moment of the day and expect people to herd from place to place! That's too much like work! Balance group activities with individual family time.
- Have an early bird drawing and/or drawings every hour, perhaps culminating in a grand prize drawing. A morning kickball or baseball game can be a nice start to your day, too!
- If you're having outside entertainers like clowns, someone to run the games, a bounce, ponies, or our Tractor-pulled Wagon Adventure Ride, schedule them when you think the bulk of the people will be here (i.e., between 12 and 6 PM) to get the most value.
- GIVE THE KIDS 10 CENT TICKETS! THEY'LL HAVE FUN!

4) PLAN TO HAVE A GREAT TIME!

- If the committee has a good attitude and a fun time at the picnic, so will your guests! Plan early to avoid last minute hassles. And, of course, contact us for anything you need, 24/7, whether it be service, advice, or a sympathetic ear!

SEE YOU HERE! :)

Give the Kids Wiegand Lake Park Ten Cent Prize Tickets!



Everybody loves shopping, and Wiegand's Lake Park 10¢ novelty tickets are great fun for the kids! They are an easy way for you to provide a picnic gift for each child! When you give the kids tickets (\$5 to \$10 worth is enough), they can redeem them for a wide variety of novelties and toys at our novelty stands. Our prices range from 10 cents to 10 dollars, and kids can choose their own gifts! Don't know how many children will actually come? No worries, you only pay for the number of tickets you tear off the roll! Need them packed up ahead of time? We can do that, too, at no extra charge!

"What
can I
buy with
my ten
cent
tickets?"



If you don't see what you need on this list, please ask!

- | | | |
|--------------------------------|-----------------------|----------------------------|
| Dinosaurs | Bobble Heads | Plush Toys |
| Comic Books | Rubber Bugs & Animals | Die Cast Cars |
| Squirt Guns | Fake Tattoos | Balloons |
| Dream Catchers | Stickers | Porcelain Clowns |
| Assorted Key Chains | Mini Fans | Slap Bracelets |
| Yo Yo's | Water Globes | Piggy Banks |
| Dragons | Glitter Purses | Baseball Cards |
| Flashlights | Candles | Children's Books |
| Toy Trucks | Paint by Number | Lincoln Logs |
| Beanie Animals | Coloring/Puzzle Books | Magic Cards |
| Fun Pens, Pencils, and Erasers | Bird Whistles | Art Kits |
| Hats and Scarves | Motorcycles | Rubber Monkeys |
| Necklaces, Rings, & Hairclips | Binoculars | Scooters |
| Ceramic Figurines | Dolls | Sunglasses |
| Trolls & Wizards | Matchbox Cars | Fairies —and so much more! |

Wiegand Lake Park Photo Gallery





All Day Menu Selections

Simply choose one of our sample menus or custom-design a menu of your choice. If you choose from our list below, we'd be happy to quote you a price. Any of the following items can be individually served all day from our refreshment stands. Either way, just give us your guaranteed number of guests at least two weeks before your event and leave the rest to us! All menus are billed per guaranteed guest. Additional vegetarian choices are available! Please see the sample menus on the next page.

BEVERAGES

Hot Coffee
Assorted Ice Cold Canned Soft Drinks
Fruit Punch / Lemonade
White and/or Chocolate Milk
Hot Chocolate/ Hot Cider
Bottled Water

APPETIZERS

Shrimp Bowl w/ Cocktail Sauce
Fruit or Vegetable Tray w/ Dip
Cheese and Sausage Tray

MAIN DISHES

All Beef Jumbo Hot Dogs
Grilled 1/4 Pound Hamburgers (w/Cheese)
Veggie Burgers
Oven Fried or Barbecued Chicken
Boneless Chicken Breast Sandwiches
Zesty Pizza (4 toppings offered each day)
Barbecued Ribs
Italian Sausage Sandwiches
Meatball Subs
Grilled Kielbasa and Kraut Sandwiches
Vegetable Rigatoni
Barbecued Beef Sandwiches
Sloppy Joes
Spicy Homemade Chili
Manhattan or New England Clam Chowder

SNACKS AND ICE CREAM

Frozen Whip, Vanilla, Chocolate, & Twist
Assorted Ice Cream Novelties
Slush Drinks, Assorted Flavors
Potato Chips & Pretzels
Nachos and Cheese
Hot 'n' Spicy Wings
Cotton Candy
Hot Pretzels

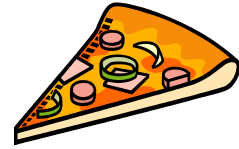
SALADS AND VEGGIES

Sweet Corn on the Cob with Butter
Hot Baked Beans
Fresh Tossed Salad with Dressings
Creamy Cole Slaw
Homemade Potato Salad
Fresh Pasta Salad
Homemade Macaroni Salad
Fresh Fruit Salad
Hot Scalloped Potatoes
Hot Potatoes au Gratin
Assorted Pickle Tray

DESSERTS

Decorated Yellow Cake & Brownies
Assorted Fruit and Cream Pies
Iced Watermelon Slices
Assorted Doughnuts (AM only)
Cookies
Make your own Sundae Bar

All Day Menus



All menus include the following food items :

Hot Coffee	Ice Cold Canned Soft Drinks
Lemonade	Frozen Whip (Vanilla, Chocolate Twist)
Fruit Punch	Slush Drinks (5 flavors)
Bottled Water	Ice Cream Novelties
Fresh Hot Popcorn	(Fudge Bars, Popsicles, Ice Cream Bars and Sandwiches)

The following menus are served in addition to the above items for a six hour period of your choice (i.e. 12-6 PM) from our refreshment stands on a continuous, all-you-can-eat basis. Condiments, paperware, and service are included. All "or" selections are selected by the group, before the day of the event, not by the individual. Prices are quoted per guaranteed guest.



Sample Menus



We are unable to provide Menu Pricing due to the constant changes in food costs and product shortages. Please contact us so we can provide an estimate.

- 1) All Beef Hot Dogs
Quarter Pound Hamburgers (w/ Cheese Slices)
Oven Fried or BBQ Chicken or Zesty Pizza
Sweet Corn on the Cob
Hot Baked Beans
Fresh Tossed Salad or Pasta Salad or Fruit Salad
Potato Salad or Cole Slaw or Macaroni Salad
Assorted Pickle Tray
Decorated White Cake & Chocolate Brownies
Iced Watermelon Slices or Seasonal Fruit
- 2) All Beef Hot Dogs
Quarter Pound Hamburgers (w/ Cheese Slices)
Oven Fried Chicken or BBQ Chicken
Zesty Pizza or Vegetable Rigatoni
Sweet Corn on the Cob
Hot Baked Beans
Fresh Tossed Salad or Pasta Salad or Fruit Salad
Potato Salad or Cole Slaw or Macaroni Salad
Assorted Pickle Tray
Decorated White Cake & Chocolate Brownies
Iced Watermelon Slices or Seasonal Fruit

- 3) All Beef Hot Dogs
Quarter Pound Hamburgers (w/ Cheese Slices)
Oven Fried or BBQ Chicken or Zesty Pizza
Italian Sausage or Kielbasa or Meatball Sub
Sweet Corn on the Cob
Hot Baked Beans
Fresh Tossed Salad or Pasta Salad or Fruit Salad
Potato Salad or Cole Slaw or Macaroni Salad
Assorted Pickle Tray
Decorated White Cake and Chocolate Brownies
Iced Watermelon Slices or Seasonal Fruit
- 4) All Beef Hot Dogs
Quarter Pound Hamburgers (w/ Cheese Slices)
Oven Fried Chicken
Wiegand Lake Park Barbecued Ribs
Sweet Corn on the Cob
Hot Baked Beans
Fresh Tossed Salad or Pasta Salad or Fruit Salad
Potato Salad or Cole Slaw or Macaroni Salad
Assorted Pickle Tray
Decorated White Cake and Chocolate Brownies
Iced Watermelon Slices or Seasonal Fruit

- 5) All Beef Hot Dogs
- Quarter Pound Hamburgers (w/Cheese Slices)
- Oven Fried Chicken
- Zesty Pizza or Vegetable Rigatoni
- Wiegand Lake Park Barbecued Ribs
- Sweet Corn on the Cob
- Hot Baked Beans
- Fresh Tossed Salad or Pasta Salad or Fruit Salad
- Potato Salad or Cole Slaw or Macaroni Salad
- Assorted Pickle Tray
- Decorated White Cake and Chocolate Brownies
- Iced Watermelon Slices or Seasonal Fruit




- 6) All Beef Hot Dogs
- Quarter Pound Hamburgers (w/ Cheese)
- Oven Fried or BBQ Chicken
- Zesty Pizza or Vegetable Rigatoni
- Italian Sausage or Kielbasa or Meatball Sub
- Wiegand Lake Park Barbecued Ribs
- Sweet Corn on the Cob
- Hot Baked Beans
- Fresh Tossed Salad or Pasta Salad or Fruit Salad
- Potato Salad or Cole Slaw or Macaroni Salad
- Assorted Pickle Tray
- Decorated White Cake and Chocolate Brownies
- Iced Watermelon Slices or Seasonal Fruit

Please contact us at
 (440) 338.5795 or
info@wlakepark.com
 with questions or for suggestions.
 Our experienced advice is free!

All menus include veggie burgers
 cooked to order when requested, at
 no additional charge!

*Please see Page 7, FAQ #9,
 for definition of "guaranteed guest."
 * Prices subject to change due to current
 market pricing

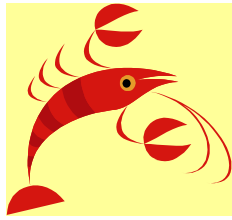
And It's All You Can Eat!



**THESE CHOICES
 MAY BE ADDED TO ANY MENU, PER PERSON:**

- NACHOS & CHEESE / SALSA
- HOT 'N' SPICY WINGS
- HOT PRETZELS & CHEESE
- ASSORTED PIE
- DOUGHNUTS (AM ONLY)
- COTTON CANDY
- FRUIT TRAY WITH DIP (1 HR.)





It's Clambake Time!

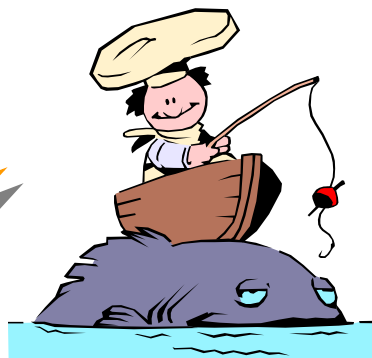


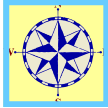
Let our chefs prepare a wonderful New England clambake for your event. Steamed and bagged top neck clams, as well as cold water lobster tails (at market price) may be added to any Buffet or All-Day food menu. Clams are served with melted butter and clam broth. Our Manhattan and New England style clam chowders with crackers are great accompaniments!

Please advise us of the number of servings of clams or lobster tails you wish prepared (sorry, they are not all-you-can-eat!) This number can be more or less than your guaranteed number of guests.

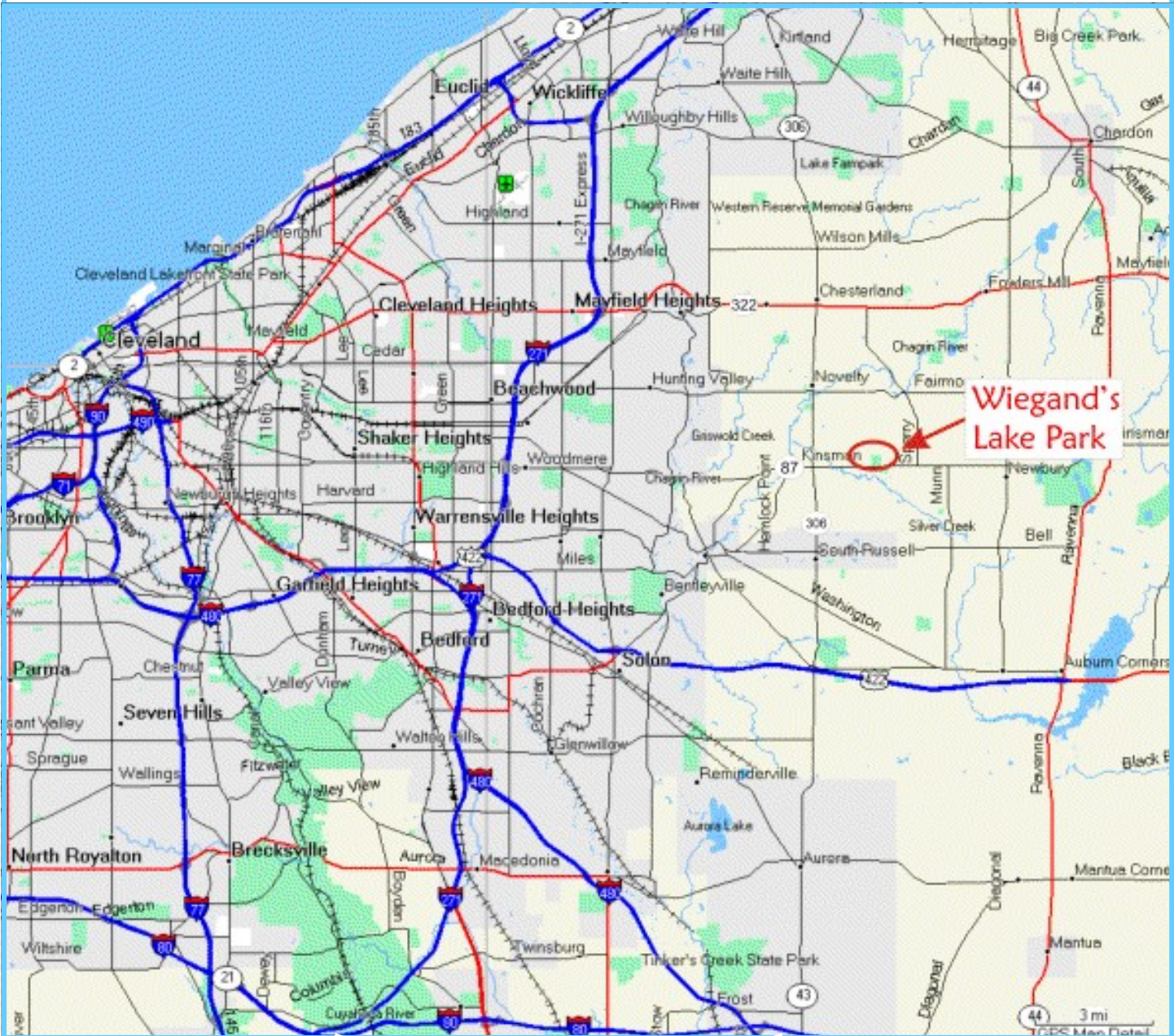
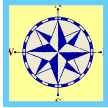
Talk to us for more information and pricing! Any time is a good time for a clambake!

*We make
a great
clambake!*





Map of the Area



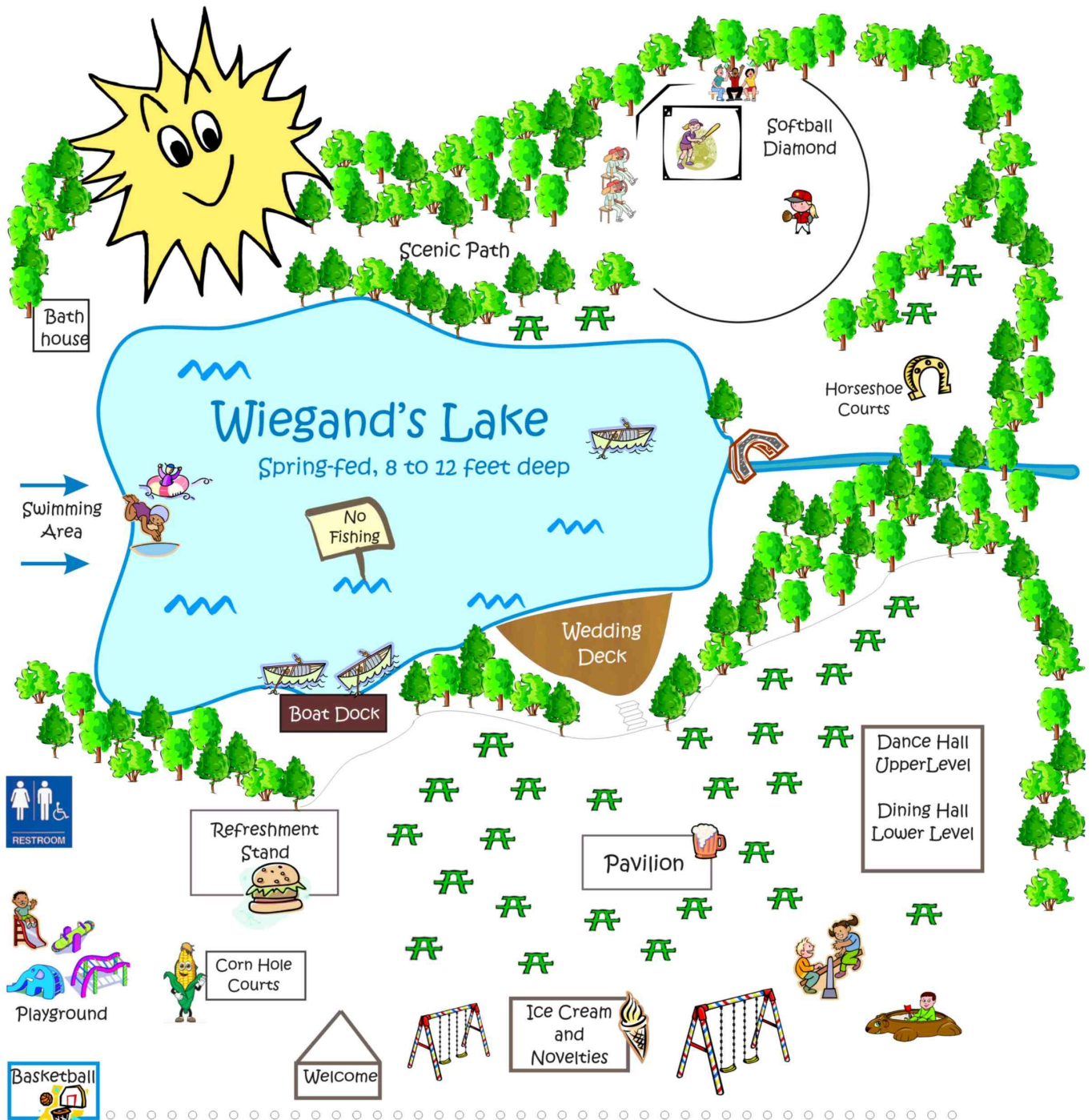
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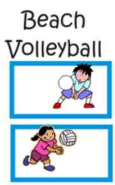
MAILING ADDRESS:
 Making Memories at
 Wiegand Lake Park
 9346 Kinsman Road
 Novelty, OH 44072

Telephone: (440) 338.5795
 For much more information,
 please go to
www.wlakepark.com

Park Map



To contact
 Wiegand Lake Park:
 (440) 338.5795
 info@wlakepark.com



Entrance from
 Route 87

Wiegand's
 Lake Park



ENTERTAINERS FOR EVENTS



Face painter:	Joy the Clown or Viva	http://www.flowerclown.com/clownfriends.htm
Band:	Chardon Polka Band	www.chardonpolkaband.com (440) 554.4486
Balloon Artist:	Swiftly the Clown	www.swiftlythec clown.com (440) 338.6888
Clown:	Flower Clown	www.flowerclown.com (440) 944.0278
Photographer:	Brian A. Norcross	www.norcrossphotography.com (440) 286.5311
Cartoonist:	Jan LeComte (Caricaturist)	janlecomteart@yahoo.com (216) 741.2336
Ponies:	Hitchin' Post Pony Rides Angela Pixley	hitchinpostrides@gmail.com (440)742.2820
Live Animals:	"Jungle Terry" Sullivan	www.jungleterry.com (888) 558.6453
Magicians:	Rick Smith, Jr. Mark the Magician	www.ricksmithjr.com (440) 821.9549 www.perfectcostumesandmagic.com (440) 632.1147
Inflatables:	Bounce House Ohio Jump with Us Rentals	www.bouncehouseohio.com (614) 256.0816 www.jumpwithusrentals.com (440) 479.6075
Also, FYI, Beer:	Red, Wine & Brew—Chesterland	(440) 729.7376 (Ask for Katie)

We receive no commission from any of these entertainers. And a successful picnic does not require any outside entertainment. However, if you are looking for someone good, we recommend those entertainers suggested here.

Making Memories at Wiegand Lake Park PICNIC CHECKLIST

Dear Picnic Planner,

Please fill out this form AND tell us your guaranteed number of guests no later than _____ . Giving us this information by the due date will help us do our very best for you and your group. Thanks so much!

- 1) Company Name _____ 2) Date of Event _____
3) Your Name _____ 4) Email Address _____
5) Company Address _____
6) Phone Number _____ 7) Cell _____

9) Guaranteed Number _____ Your Minimum Guarantee is _____

10) Which menu would you like?:

- Circle:** All Day Menu # _____, with main food served from _____ to _____ (any 6 hrs)
OR Buffet Dinner (2 hrs.) Menu # _____, at what time? _____ Plus any all day food? _____

>>>>> **IMPORTANT: Please remember to list choices for "or" selections below!** <<<<<

Which Entrees, Salads, etc. do you want? (Refer to the menus.) Please list them here.

Any food item may be added. Do you want to add Wings, Nachos, Cotton Candy, Hot Pretzels, etc.?

11) **Our gate opens at 9 AM and the park closes at 8 PM.**

What is your picnic timeframe? From _____ To _____.

Do you have a committee arriving earlier than your guests for any set-up? _____ At what time? _____

Would you like donuts or muffins for the committee? _____ dozen. Coffee will be ready!

12) Are you having beer? _____ How many kegs / what kind? _____

From (please circle) Red, Wine & Brew (440) 729.7376, ask for Katie, or bringing own from elsewhere?

Do you need a Bar Attendant? _____ Starting at what time? _____ A Greeter? _____ Time? _____

13) Are you planning to play Bingo? ____ Do you need a Bingo Caller? ____ At what time (2 hr. min.)? _____

14) Will you be using Wiegand Lake Park 10 Cent Tickets? ____ Do you want us to pack them ahead of time? ____

How many, and how much in each bag (100 bags of \$5, 50 bags of \$10 etc.) _____

These are fun! They may be used for prizes for the kids and/or for bingo prizes. Your guests can "shop" for prizes from the concession stand. You are billed only for the number of tickets you tear off the roll.

15) Do you want our Tractor-pulled Wagon Adventure Ride? ____ If so, what hours (2 hr. min.)? _____

16) Are you sales tax exempt / prepaid? _____ (If so, please email us your Sales Tax Exemption Certificate.)

17) Are you having any outside entertainers? Please list them, and have them email their current Certificate of Insurance. Be sure the certificate covers the date of your picnic!

18) Would you please email us a copy of your Schedule of Events (including entertainers) when it's ready? _____

19) Are there any other details you want to tell us? _____

20) **If we can help you with anything or you need anything, please call us at 440.338.5795 or email Carrie at info@wlakepark.com. Thank you for taking the time to help us make your day perfect, right down to the very last detail! See you soon!!**