

# ALERUS CENTER



Wedding Guide 2024

Photo Credit: My Wanderlust

# CONGRATS!

---

Your wedding day is one of the most important days of your life and Alerus Center offers the perfect ambiance for your special day.

Alerus Center is the premier facility for rehearsal dinners, ceremonies, and receptions. With our experienced staff, world-class catering services, and customizable spaces, your special day is guaranteed to be a success.

As you begin your planning journey, we wish to extend our expertise to guide you along the way. A member of our sales and events team will work with you from booking and menu creation to your venue layout and final touches to ensure your day is the one you have always dreamed of.

*With Love,*  
*Alerus Center*



---

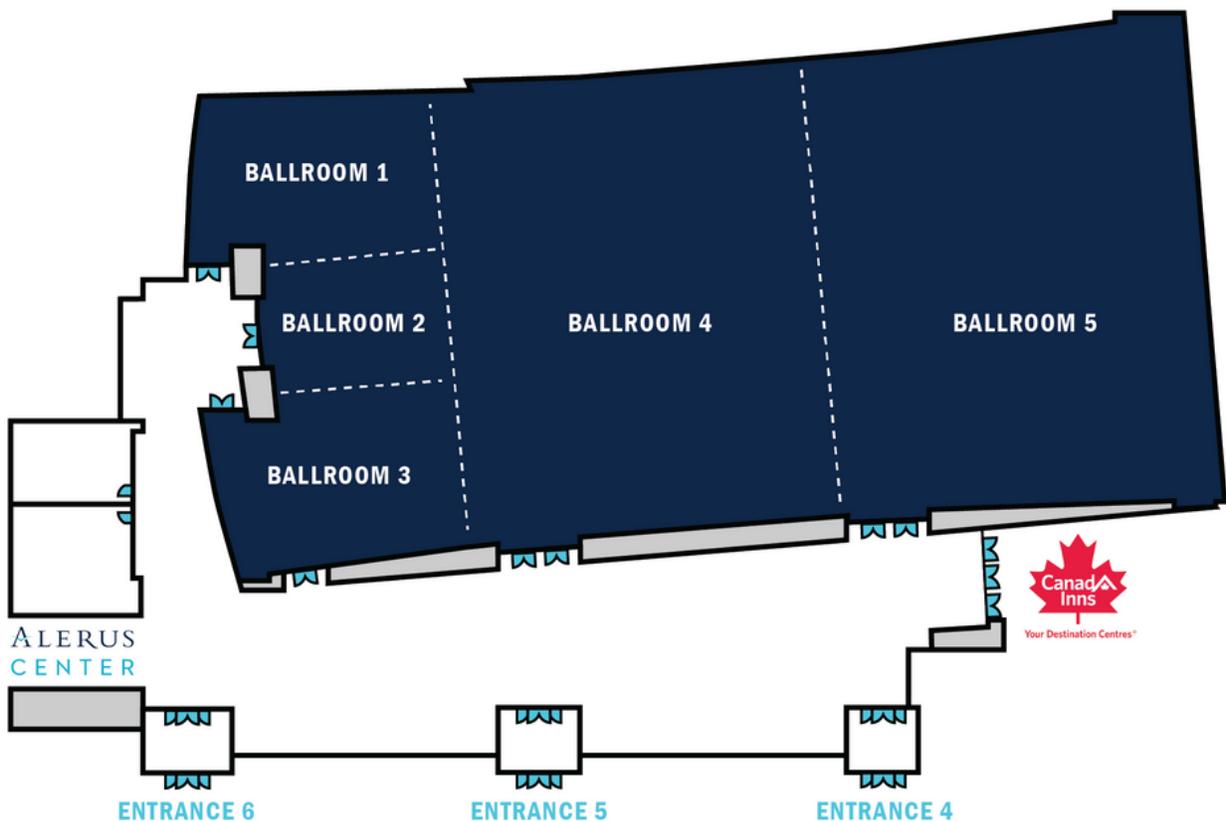
2024

# WEDDING PACKAGES

<b>PACKAGE ONE</b>	<b>PACKAGE TWO</b>
<b>Junior Ballroom</b> 50-150 Guests 5,000 sq. feet <b>\$3000</b>	<b>Single Ballroom</b> Up to 300 Guests 10,000 sq. feet <b>\$4,000</b>
<b>PACKAGE THREE</b>	<b>PACKAGE FOUR</b>
<b>Ballrooms 1-4</b> 300-450 Guests 15,000 sq. feet <b>\$4500</b>	<b>Ballrooms 4-5</b> 450-600 Guests 20,000 sq. feet <b>\$5000</b>
<b>PACKAGE FIVE</b>	
<b>Entire Ballroom</b> 600+ Guests 25,000 sq. feet <b>\$6000</b>	

# PACKAGES INCUSIONS

- Full-day room rental 10:00 am – 1:00 am (11:30 pm bar close, 12:00am event over)
- Dedicated Event Manager to assist in planning and is on-site the day of the wedding Special invitation menu tasting for up to 6 guests (11:00-2:00 pm, Tuesday-Friday on Chefs availability)
- Complete set up, tear down, and cleaning of the ballroom
- Custom-designed room layout
- Cloth table linens, cloth napkins, and skirting (extensive color selection available)
- Tables and banquet chairs, guest book table, gift table, high top tables, cake table, and other specialty tables
- China, silverware, and glassware
- Bar setup fee
- Elevated staging for the head table
- Pipe and drape behind the head table
- Wireless microphone for wedding speeches
- Dance floor large enough for all guests to dance the night away
- Event staff and insurance
- The couples picture featured on Alerus Center's marquee
- Plenty of parking spaces for all guests
- Public wif



# PACKAGE ADD ONS



## Rehearsal Dinners

Let us give you an evening to remember!

A rehearsal dinner is a perfect opportunity to thank your guests for their involvement and assistance during the planning process.

Leave the cooking and cleaning to us as you celebrate your romance with a fun-themed menu or gourmet experience in a smaller, more intimate banquet space – set specifically for your guests.

Add to the wedding package at no additional cost with a \$1000 food and beverage minimum.



## Ceremony

Say "I Do" in front of your family and friends without the hassle of traveling from venue to venue. Let us set the stage for this amazing milestone in our customizable ballroom that can accommodate over 600 guests.

Add to the wedding package for an additional \$1000.



## Gift Opening Brunch

Gather your family and friends the morning after your celebration as you open wedding gifts and reminisce the wedding celebrations.

This is a great “send-off” for special guests and the newlyweds.

Add to a wedding package for an additional \$200 with a \$500 food and beverage minimum.

# EVENT SPECIFICS

## Deposit

In order to secure the ballroom space, we require a 100% non-refundable payment and signed contract for the chosen wedding package. This deposit will be applied to the final bill.

## Final Payment

**100%** of the final payment for your event must be received 14 days prior to the event. Should an overpayment occur, Alerus Center will process a refund for the difference.

## Final Menu and Guarantees

Your final menu must be submitted 30 days prior to the event to ensure availability. A guaranteed number of guests is required 14 days before the event and is not subject to reduction. Any additional guests that are added after the 14 day mark are subject to a \$10 "late plate fee" that will be added to the final invoice. Final room layouts are also required 14 days before the event and not subject to change. Any additional layout changes are subject to a 25% room layout change fee.

## Management Charge

All catered events are subject to a 25% Management Charge. This Management Charge is the sole property of the food/beverage service company or venue owner, as applicable, and is used to cover such party's costs and expenses in connection with the catered event (other than employee tips, gratuities, and wages), and is not charged in lieu of a tip. The Management Charge is not a tip, gratuity or service charge, nor is it purported to be a tip, gratuity, or service charge, for any wait staff employee, service employee, service bartender, or other employee, and no part of the Management Charge will be distributed (as a tip, gratuity, or otherwise) to any employee who provides service to guests.

## Outside Food and Beverage

No outside food or beverage (with the exception of a wedding cake from a licensed bakery and candy display - with advance notice) will be permitted to be brought into Alerus Center facilities. Other desserts need Alerus Center Approval. Cakes that need to be cut and served to guests will be charged a \$1/guest cake cutting fee. Food items may not be taken from Alerus Center; however excess prepared food may be donated under regulated conditions to agencies feeding the underprivileged at Spectra Venue Management's sole discretion. In compliance with the North Dakota State Law, all alcoholic beverages must be supplied and served by Spectra Venue Management. Any outside liquor brought in by the bridal party or any guests can result in a \$1200 fine and immediate shut down of the event. If you want a specific product or drink brought in, our catering team would love to help! In accordance with state regulations, we reserve the right to request a state issued photo ID of any person to verify their age and to refuse services to those underage or failing to produce a photo ID. Alcoholic beverages may not be removed from Alerus Center.

## Cancellation Policy

If you need to reschedule or cancel your wedding, the non-refundable deposit can be reapplied to another date within 12 months.

## Insurance

All events are required to carry liability insurance for each event. This insurance charge is included in your wedding package.

## Additional Information

All Oak View Group listed menu prices are subject to change. Oak View Group will not guarantee price quotes for more than six months prior to the event date.



Photo Credit: Ru Photography



Photo Credit: Shelby Evanson Photography



Photo Credit: Gavin Ward Photography



Photo Credit: My Wanderlust Photography

# OUR DECOR



Charger Plates

600 Gold

600 Silver

Included in package price



Uplights

32 Uplights

\$20 per light



Greenery wall

8' x 10'

\$100



3-tiered candles

30 sets of 3

Included in package price



Photos by Decora Topp

brookefloralstyling.com | @brookefloralstyling | hello@brookefloralstyling.com



The Center  
for your  
Celebration!



**At Canad Inns Destination Centre Grand Forks we offer a wide variety of hospitality options for you and your guests on your special day!**



Connected to the Alerus Center, we have *all* your Wedding needs under one roof! You and your guests can choose from a wide selection of guest room types including family rooms and suites, and with five restaurant options everyone is sure to get their fill of their favorite fare! And before and after your big day everyone will be sure to say "I do" to some big FUN and relaxation in North Dakota's largest indoor Waterpark - *Splasher's of the South Seas* and *Garbonzo's Pizza and Arcade!*



[canadinns.com/stay/grand-forks](http://canadinns.com/stay/grand-forks)

**Canad Inns Destination Centre Grand Forks**

**701-772-8404**



**Canad Inns**  
Your Destination Centres®



**OUTSIDER**  
ENTERTAINMENT

**CONTACT US TODAY  
TO CREATE YOUR ULTIMATE  
WEDDING EXPERIENCE**

DJ & Emcee | Photo Booth | Custom Lighting | Reception Planning  
and Coordination

[BOOK NOW](#) →

701-757-4300    [Info@outsiderentertainment.net](mailto:Info@outsiderentertainment.net)    [Outsiderentertainment.net](http://Outsiderentertainment.net)



**KLAUDIA & CO.**  
THE BRIDAL BOUTIQUE

DOWNTOWN GRAND FORKS  
& DOWNTOWN FARGO

**MODERN SHOPPING  
FOR THE MODERN BRIDE.**

[KLAUDIAANDCO.COM](http://KLAUDIAANDCO.COM)



JALEN NICOLE  
FLORAL



✉ [jalen@jalennicolefloral.com](mailto:jalen@jalennicolefloral.com)

🖱 [jalennicolefloral.com](http://jalennicolefloral.com)



WHITNEY WEDDING DECOR  
*and more*

**JAMES WHITNEY**

701.740.1799

[whitneyweddingnd@gmail.com](mailto:whitneyweddingnd@gmail.com)

Grand Forks, North Dakota



*Lighting, Draping, & Decor*





**INN & SUITES**

BY CHOICE HOTELS

## Sleep Inn and Suites

1350 42nd Street S.

Grand Forks

**701.757.2900**

Located in the south parking lot of the Alerus Center



Pool/Hot Tub | Deluxe Hot Breakfast | Fitness Room | Free WiFi | Guest Laundry



- Discounted Rates for Wedding Parties
- Free Hot Breakfast
- Free WiFi

- Spacious room for your Wedding Parties
- Indoor Pool, Spa, & Exercise Room

- Free Weekday Dinner Social
- Free Video Library
- Game Area for the kids



**Ask About Our Wedding Block Discounts!**

701-757-7000  
TOLL FREE: 888-530-0190  
expresswaysuitesgf.com 4040 11th  
Ave. S. Grand Forks, ND 58201

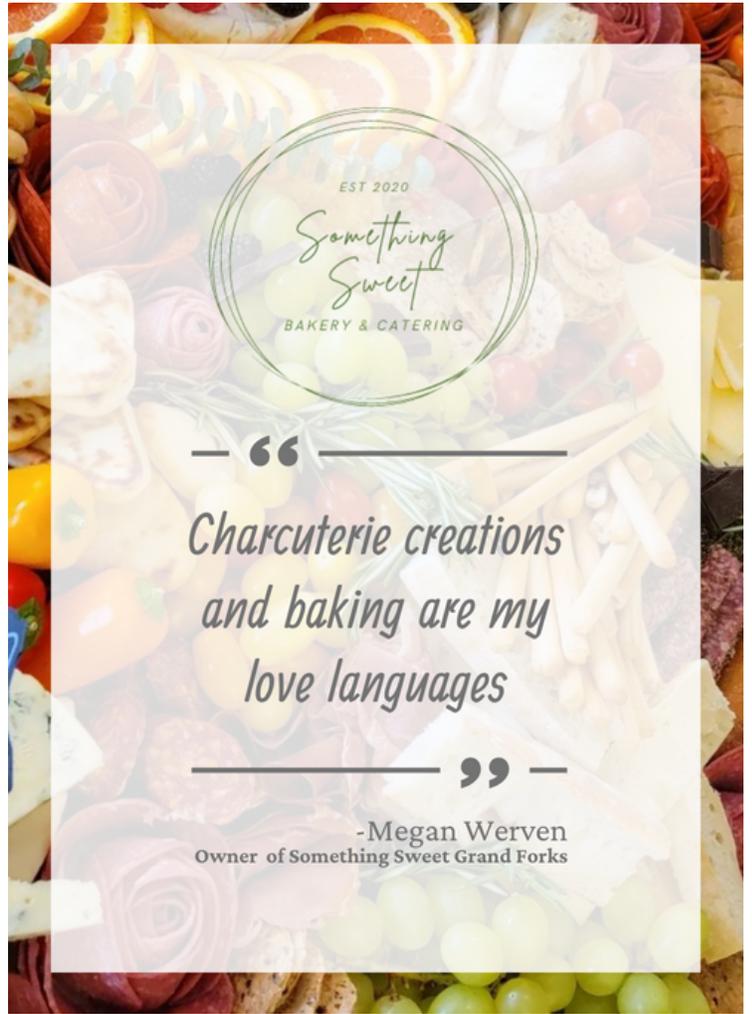
*The music of the harp will bring magic to  
your Special Day*



*The Magical Harp*

*Sally Morris, Harpist*

[themagicalharp.blogspot.com](http://themagicalharp.blogspot.com)



— “ —  
*Charcuterie creations  
and baking are my  
love languages*

— ” —  
-Megan Werven  
Owner of Something Sweet Grand Forks

*Dont forget about*

**LATE  
NIGHT  
SNACKS**



Let us help you bring the deliciousness of Deek's Pizza  
right to your guests on the dance floor!!

ALERUS CENTER

VG360



1200 42nd Street South Grand Forks, ND 58201

701.792.1200 | [AlerusCenter.com](http://AlerusCenter.com)

Photo Credit: Schrage Photography