

# GRAND TRAVERSE RESORT AND SPA **2025 WEDDING GUIDE**

ACCOMMODATIONS | VENUE SPACES | POLICIES



*Gauper Photo*



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# WELCOME

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It is with great pleasure that we learn of your interest in Grand Traverse Resort and Spa as a potential host of your upcoming wedding celebration! Let these pages of our wedding guide unfold, offering you endless opportunities to realize the wedding of your dreams.

Situated on Lake Michigan's East Grand Traverse Bay, our scenic locale offers several outdoor venues such as our beach-front deck, scenic golf courses, and two tented options.

The rental fees for the ceremony and reception space includes the use of our tables, chairs, standard white linens, dance floor (indoor use only), China, flatware, glassware, as well as set up and labor costs. Room rental prices are dependent on the time of year and venue selection.

Delight your guests with a menu prepared by our Executive Chef and dazzle them with a one-of-a-kind wedding cake prepared by our in-house Pastry Chef. Whatever you desire, our talented food and beverage staff is here to create an unforgettable weekend with memories to last a lifetime!

At Grand Traverse Resort and Spa, the options are endless. Create a weekend getaway with relaxation time at Spa Grand Traverse or book a golf package tailored to your group's specific needs on one of our three championship courses.

For your family and friends traveling from afar, we offer discounted room rates and a complimentary shuttle to and from Cherry Capital Airport (TVC).

We are delighted and humbled that you are considering Grand Traverse Resort and Spa as the backdrop for such a monumental day in your lives. It will be an honor to assist you in making your wedding dreams come true.

Experience No Truer North with a wedding at Grand Traverse Resort and Spa.



GRAND TRAVERSE  
RESORT AND SPA

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## FOOD & BEVERAGE POLICIES

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To ensure safety and comply with state and local health regulations, Grand Traverse Resort and Spa is only authorized to sell, serve, or furnish liquor, beer, wine, or food on these premises, excluding wedding cakes and favors. No food or beverage of any kind is permitted to be brought into any function space of the Resort.

The Resort takes its responsibility to serve alcohol seriously and therefore reserves the right to refuse the service of alcoholic beverages to anyone, at any time. The Resort reserves the right to discontinue alcoholic beverage service if underage alcohol consumption is identified and continues after the client and the client's guests have been advised to cease. Resort staff have the authority to check the identification of anyone attempting to consume alcohol and will refuse the service of alcoholic beverages. All guests are required to always have identification available throughout the event.

Grand Traverse Resort and Spa offers an extensive selection of food and beverage items to complement your event. Our skilled Wedding Sales & Service Manager, along with our Executive Chef, will be happy to prepare custom culinary creations to meet your specific tastes. We are also happy to purchase any specialty food or beverage items from one of our licensed purveyors to complement your menu selections – subject to availability.



Grand Traverse Resort and Spa is a full-service catering facility with an in-house Pastry Chef. Many of our brides & grooms prefer to use our services for their wedding cake. However, should you decide not to utilize our talented staff, you may provide your own cake from an outside source. You will be charged an additional \$3.00/person service charge should you require the Resort to store, cut and serve the outside-sourced cake.

The Resort prides itself on excellent service standards to make the best possible presentation for you and your guests. Preparation and timeliness of food items are the keys to successful dinner service. Therefore, the Resort cannot be responsible for the quality or temperature of any food items due to client delays. Grand Traverse Resort and Spa does not allow any food items that have been sitting out for an extended period to be boxed up due to food safety regulations. It is our priority that your guests have a happy and healthy experience with us and our food.

All food and beverage prices are subject to a 24% service charge and the current Michigan sales tax in accordance with Michigan State Tax Board regulations. All prices listed in this document are subject to change; however, food and beverage prices will be confirmed one month prior to arrival date.

Based on your guest count at time of signing, there will be a food and beverage minimum that you will be required to meet or surpass. The food and beverage minimum excludes taxes, service charges, and audio-visual equipment. To best serve your guests, a final confirmation of attendance, or guarantee, is required by the end of seven business days prior to your event. The guarantee is not subject to a reduction after the seven-day advance deadline. If no guarantee is received, the Resort will charge for the expected number of guests indicated on the banquet event order (BEO) or the original contract, whichever amount is greater. You will be charged for the actual number of guests served or the guarantee, whichever is greater.

Grand Traverse Resort and Spa does not assume responsibility for the damage or loss of any equipment or property left in an unsecured venue space or public area. Security is available upon request at a \$45.00 per hour fee. For all outside functions, once a weather decision has been made, that decision is rendered final, and the function cannot be moved.



# VENUES

## Beach Club Deck

This venue features a large concrete deck on the beach that leads to sand flowing into the beautiful blue waters of East Grand Traverse Bay. This venue can accommodate 300 for a ceremony, 150 for a reception, and 75 for both a ceremony and reception. Please note that there is a private pool for Resort guests next to the deck that does not close for events, as well as a public beach that the deck sits on.

## The Pavilion

A canopy-covered outdoor venue, the Pavilion provides a beautiful view of the golf course and boasts a large assortment of blooming flowers and vegetation. This venue can accommodate 300 for a ceremony, 120 for a reception, and 75 for both a ceremony and reception.

## The Plaza

A large white tent that overlooks a portion of golf courses, the Plaza is an all-weather tent with white French doors and windows on every side, plus a spacious patio. Up to 300 guests can be accommodated for a reception in this space. Due to its size, we do not recommend it for fewer than 110 guests.

## 55th Hole

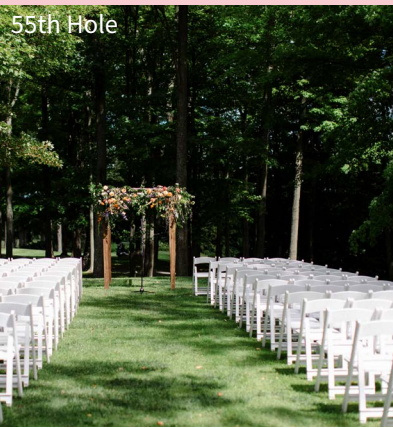
An intimate and secluded ceremony-only venue along Spruce Run surrounded by large oak trees and lush green grass. This venue can accommodate up to 200 guests for a ceremony.

## Clubhouse Lawn

A large grass lawn venue, the Clubhouse Lawn looks over the 18th hole of The Bear, making this venue a golfer's dream. This venue can accommodate all types of wedding events.

## Level 17

On the top floor of the Resort's Tower, Level 17 overlooks East Grand Traverse Bay and our beautiful 900-acre property. This space can accommodate up to 130 guests for a ceremony. Alternatively, this venue is an excellent place for a welcome reception, rehearsal dinner, or brunch. There is a 5:00pm amplified noise curfew due to the shared air with Aerie Restaurant below.



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# VENUES

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## Mackinac Ballroom and Peninsula Ballroom

These two venues are located on the lower level of the Resort and have a large, shared pre-function space that is also shared with a third ballroom, Tower Ballroom. Each ballroom can accommodate 200 guests for a ceremony and 75 guests for a reception.

## Tower Ballroom

This venue is located on the lower level of the Resort and shares a large pre-function space that would be suitable for a cocktail hour. This venue can accommodate up to 300 guests for a ceremony and 200 guests for a reception.

## Governors' Hall

This 85,000 square foot venue boasts high ceilings and is on the lowest level of the Resort Tower. There is a spacious pre-function space for a cocktail hour before the reception. The entire space can accommodate 1,200 guests but can be broken up with airwalls to fit your estimated guest count comfortably. Please note that pricing is done per 1/3 of the room.

## Michigan Ballroom

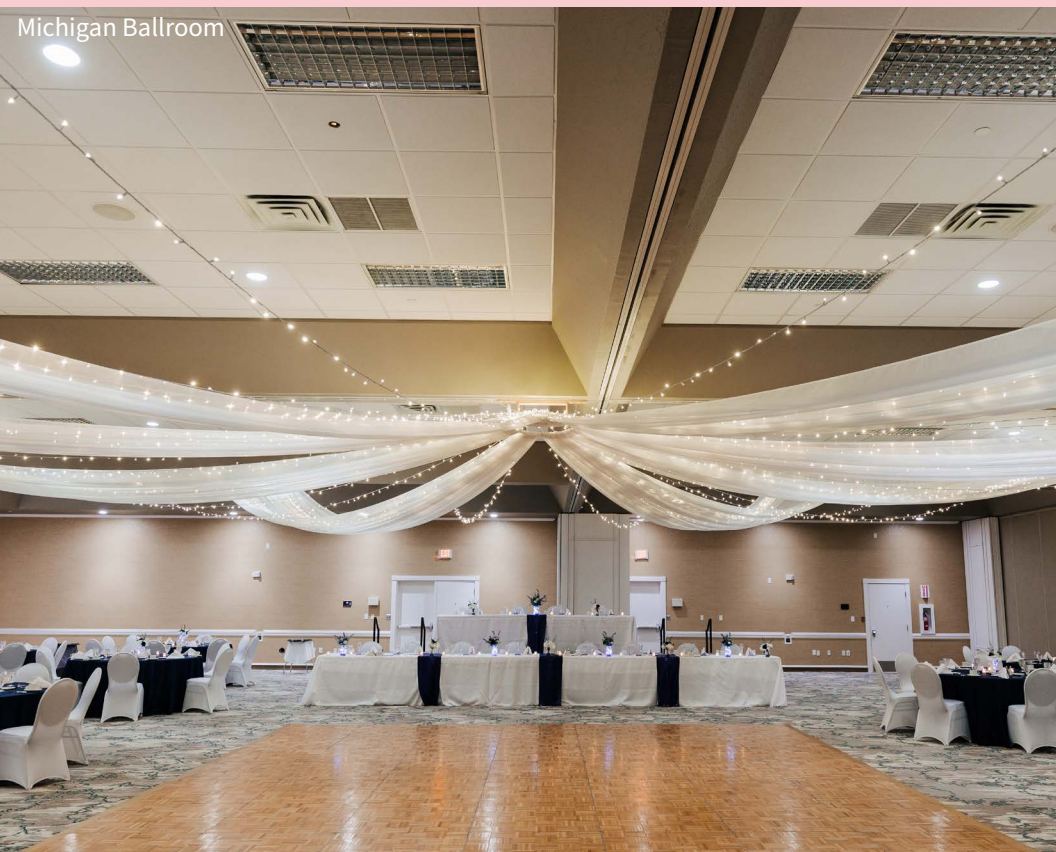
Conveniently located off the Resort's main lobby, Michigan Ballroom is one of our larger spaces. There is a private pre-function space that is perfect for cocktail hour before the reception. This ballroom accommodates a maximum of 300 for a reception but can be broken up with airwalls to best fit your estimated guest count.

## Director's Room and Council Room

These side-by-side rooms are perfect for small gatherings or ceremonies and are conveniently located near the Gallery of Shops.

## Manitou Room

Enjoy a casual affair in the Manitou Room with a seating area, wet bar, and TV. Located off the main lobby for easy access and casual events such as a welcome reception or day after brunch.





## VENUE CAPACITY & CURFEW

The curfew time is when everyone and everything must be out of the venue space.  
The Resort will tear down all Resort provided items. The Resort is not responsible for any lost or left items.

VENUE	CEREMONY ONLY	RECEPTION ONLY	BOTH CEREMONY + RECEPTION	CURFEW
<b>The Plaza</b>	Patio - 200 Tent - 300	300	200	12:00 AM
<b>The Pavilion</b>	300	120	75	10:00 PM
<b>Beach Club Deck</b>	300	200	150	10:00 PM
<b>55th Hole</b>	200	N/A	N/A	10:00 PM
<b>Clubhouse Lawn</b>	300	300	200	10:00 PM
<b>Level 17</b>	130	75	N/A	5:00 PM Amplified noise
<b>Governors' Hall</b>	Up to 1,200 guests			12:00 AM
<b>Michigan Ballroom</b>	500	300	200	12:00 AM
<b>Tower Ballroom</b>	300	200	150	12:00 AM
<b>Peninsula &amp; Mackinac Ballroom</b>	175	75	N/A	12:00 AM
<b>Director's &amp; Council Rooms</b>	100	50	N/A	12:00 AM
<b>Manitou Room</b>	N/A	30	N/A	12:00 AM

# VENUE RENTAL

If you book more than one venue during peak season on the same day, you will receive 25% off the second venue (of equal or lesser value). Holiday dates will receive peak Saturday pricing

VENUE	SATURDAY MAY-OCTOBER	FRIDAY/SUNDAY MAY-OCTOBER	NOVEMBER - APRIL
<b>The Plaza</b>	\$6,000	\$5,000	CLOSED
<b>The Pavilion</b>	\$4,000	\$3,000	CLOSED
<b>Beach Club Deck</b>	\$6,000	\$5,000	CLOSED
<b>55th Hole</b>	\$4,000	\$3,000	CLOSED
<b>Clubhouse Lawn</b>	\$3,500	\$2,500	CLOSED
<b>Level 17</b>	\$4,000	\$5,000	\$3,000
<b>Governors' Hall</b> Priced per 1/3	\$6,000	\$5,000	\$3,000
<b>Michigan Ballroom</b>	\$6,000	\$5,000	\$3,000
<b>Tower Ballroom</b>	\$5,000	\$4,000	\$2,500
<b>Peninsula &amp; Mackinac Ballroom</b>	\$3,000	\$2,000	\$1,000
<b>Director's &amp; Council Rooms</b>	\$1,000	\$500	\$250
<b>Manitou Room</b>	\$1,000	\$500	\$250

\*Prices do not include current Michigan sales tax\*

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## WHAT IS INCLUDED IN MY VENUE RENTAL?

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The rental includes access to your venue(s) at 7:00am on the day of the event until curfew of the space(s). Additional access time will require additional rental fees. Any items not listed below, are not provided by the Resort.

### Tables

72" rounds  
48" rounds  
30" tall cocktail rounds, brushed aluminum tops  
6ft x 30" rectangle tables  
6ft food display tables, brushed aluminum tops

### Chairs

Indoor: blue and gray banquet chair  
Outdoor: White padded chair

### Table Linens & Coverings

White, mid-length, linen tablecloths  
Black drape tablecloths (6ft rectangles only)  
White skirting  
Black and/or white spandex (for cocktail tables + food display tables)

### Napkins

White or black linen napkins

### Tableware

White China dinner plates (9.75")  
White China bread and butter plates (3")  
Silverware: salad fork, dinner fork, knife, soup spoon, spoon  
Clear glass water goblets  
White China coffee cups and plates  
Three white unscented votive candles at each table

### Drinkware For The Bar

Rocks glass  
Wine glass  
Pint glasses  
Champagne flutes

### Dancefloors ( Indoor Functions Only )

Dark wood dance floor - varying sizes  
Black and white checkered dance floor - varying sizes

### Black Moveable Bar

### Black Easels

### Resort Branded Podiums or Plain Black Podiums





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## IMPORTANT INFORMATION

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### DEPOSIT & PAYMENT SCHEDULE

The Resort requires a non-refundable deposit equivalent to 10% of your contract value at the time of signing to hold event space for your wedding. Once the contract is signed, a deposit schedule will be created by your Wedding Sales & Service Manager. The Resort requires that all weddings pay the estimated amount due three days prior to the wedding. At the conclusion of the event, after all final charges are tabulated, you will receive an invoice from Grand Traverse Resort and Spa's accounting department. Deposits and final payments can be made with credit card or check. The Resort reserves the right to alter this amount for events that require multiple spaces or extended set-up.

### DECORATION & SETUP

Included in the cost of your room rental are tables, chairs, standard mid-length white linen tablecloths, white or black cloth napkins, China, flatware, glassware, dance floors (indoor use only), risers, and three votive candles on each table. Flowers, decorations, place cards, specialty linens, and other items may be brought into the Resort. However, the responsibility for delivery and timely removal of these items is that of the contract signer, not of the Resort. Please note that the Wedding Sales & Service Manager is not responsible for sourcing, setting up, or breaking down these items. All items must be removed from the premises at the end of the event unless other arrangements have been made with the Wedding Sales & Service Manager. The use of nails, pins, staples, glitter, confetti, dry ice machines, fog machines, sparklers/cold sparklers and tape adhesive is strictly prohibited. The Resort will not assume responsibility for the damage or loss of any decor items or merchandise left in the Resort before or after your function, i.e. gifts, card box, decor, etc. We advise that a family member is assigned to gather all items at the end of the event. In the unlikely event that any damages to the Resort should occur because of your function, the contract signer shall assume responsibility and all costs associated with these damages.

### WEDDING MANAGER ROLE & STAFFING

Your Wedding Manager will be available to you from the time of signing to leading up to your wedding day for all needs. They will assist you in scheduling your complimentary food tasting, creating diagrams, and creating your menu. The Wedding Sales & Service Manager does not take on the role of a Wedding Planner. Their main priorities are making sure the Resort operations are running smoothly for a seamless wedding day. A Banquet Manager will be on-hand throughout the evening of the wedding to accommodate all of your guests during your reception. The Wedding Sales & Service Manager will arrive during set-up to ensure the room is properly set, vendors are met and accommodated with any special requests, and any additional information is relayed to the Banquet staff. The Wedding Sales & Service Manager will remain onsite until guest arrival at the reception location. The Banquet Manager will be on-hand for the duration of the evening to ensure prompt, courteous service throughout the evening until the end of your event. The Resort allocates banquet, bussing, and bartending staff based on your guaranteed number of guests. Additional staff can be requested but not promised without properly paying for additional staff. Additional staff members are available at a rate of \$35.00 per hour/per staff member, minimum of one hour (based on availability).



**GRAND TRAVERSE  
RESORT AND SPA**

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LOHI Images

[grandtraverseresort.com/meet/weddings](http://grandtraverseresort.com/meet/weddings)