



FIVE WILLOWS

Wedding & Event Venue



FIVE WILLOWS

At Five Willows, we cherish helping you bring your event to life! Nestled in the beautiful city of Sullivan, Indiana - Five Willows is a Wedding, Lodge, Retreat and Event Venue.

Five Willows offers a breathtaking and elegant backdrop for any occasion. From wedding ceremonies, receptions, rehearsal dinners, corporate retreats, and beyond. Let Five Willows help make your private event a day to remember!

CHAPEL

- Picturesque Chapel, perfect for the most intimate of weddings.
- Grain bin bar, and fire pit next to the Chapel will help create a fun cocktail reception or dance area.
- Maximum occupancy of the Chapel is approximately 15 people.



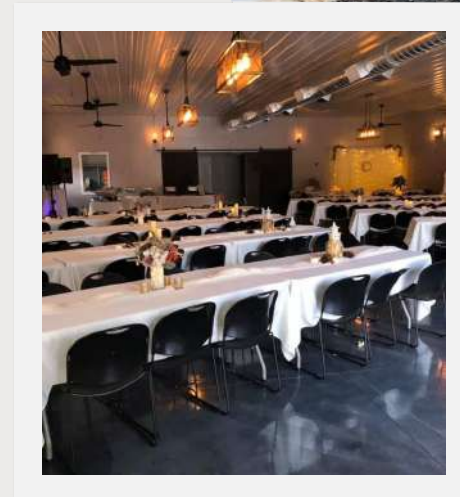
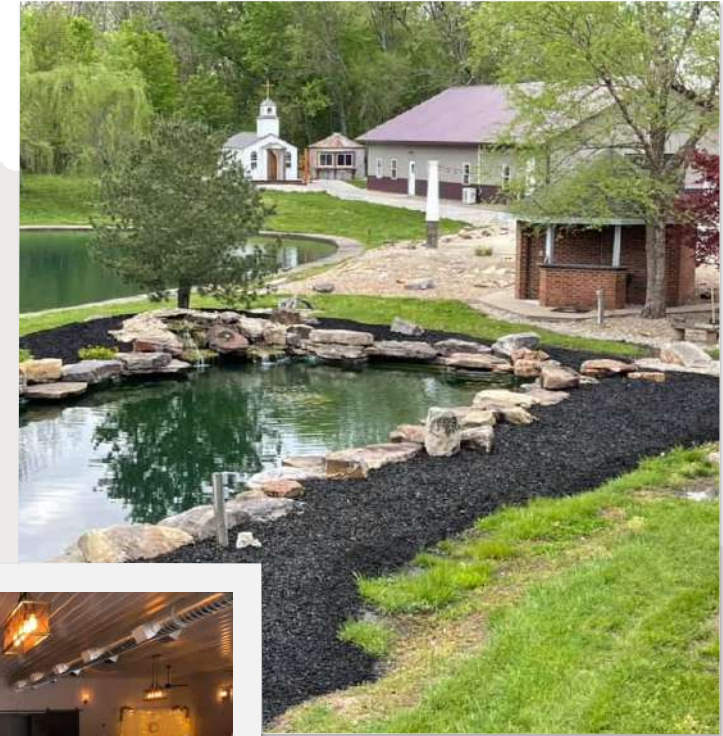
OUTDOOR TERRACE

- Includes gorgeous pergola set on 3500 sq ft concrete pad with decorative sidewalk, beautiful lamp posts, stunning wood burning fireplace with phenomenal view of large pond & spectacular 5 HP water fountain.
- Includes access to Kitchen & Restroom in main house.
- Maximum occupancy is over 400 people.
- String lights included on the lower pavilion.



EVENT BARN

- 3,200 square feet
- Commercial sized kitchen
- Heating / Cooling
- Indoor restrooms
- Dimmed lighting
- Surround Sound
- Wedding chapel, grain bin bar, and fire pit behind event barn
- Tables (5 ft round or 6 ft rectangular) and chairs (black or white) are provided with venue rental.
- Maximum occupancy of Event Barn is approximately 250 people based on average of 10 sq ft per guest depending on type & arrangement of tables.



LOWER-LEVEL EVENT CENTER- LODGE

- Includes a beautiful basement with a full kitchen, access to large outdoor area under covered balcony, lots of open space, fireplace, and a movie theater!
- Maximum occupancy is 64 people seated.



MAIN-LEVEL EVENT CENTER- LODGE

- Includes a breathtaking great room with Italian chandelier, marble fireplace & 20 ft+ vaulted ceilings.
- Perfect for weddings of up to 30 guests
- Includes access to full kitchen, two dining rooms, large outdoor balcony, lots of open space, & restroom.



ENTIRE LODGE

- 9 bedrooms / 9 bathrooms
- Movie theater
- Two full kitchens
- Plenty of space for entertainment
- Outdoor seating with beautiful views of property / pond
- Event Barn / Two Outdoor Terraces
- Maximum occupancy is 20 people. Any further occupancy requires prior approval per Five Willows at \$75 per additional guest.



PRICING 2024

A la carte : we cater to your needs

- ENTIRE LODGE - \$ 2,065 plus tax
 - EVENT BARN - \$3,500 plus tax
 - LODGE (FIRST AND SECOND FLOOR) - \$ 1,145 plus tax
 - LODGE LOWER LEVEL including movie theater - \$550 plus tax
 - LODGE LOWER LEVEL without movie theater - \$450 plus tax
 - CHAPEL - \$275 plus tax
 - TERRACE UPPER LEVEL - \$1,500 plus tax
 - TERRACE LOWER LEVEL - \$1500 plus tax
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- LODGE LOWER LEVEL without movie theater
 - 4-hour rental - \$300 plus tax
 - EVENT BARN
 - 4-hour rental - \$550 plus tax



PRICING 2024

Saturday Wedding Packages

Package 1 – ENTIRE PROPERTY \$7,340 (plus tax)

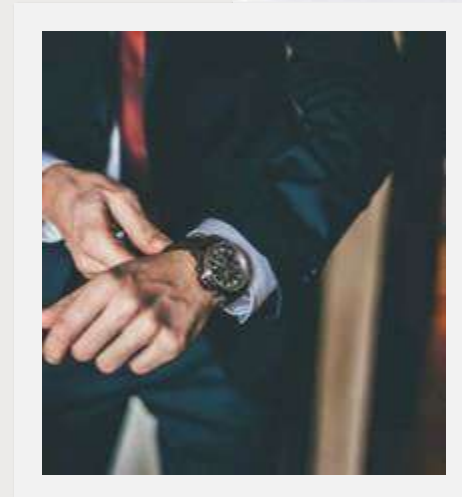
Lodge (one night) + both Terraces + Event Barn + Chapel

Package 2 – \$5,565 (plus tax)

Event Barn + Entire Lodge (one night)

Package 3 – \$5,000 (plus tax)

Terrace Upper Level + Event Barn



Access to property at 5 p.m. on Friday. Guests may have their rehearsal dinner on property. Event spaces MUST be cleaned out by 8 a.m. on Sunday.

PRICING 2024

Friday & Sunday Wedding Packages

Package 1 – ENTIRE PROPERTY \$6,606 (plus tax)

Lodge (one night) + both Terraces + Event Barn + Chapel

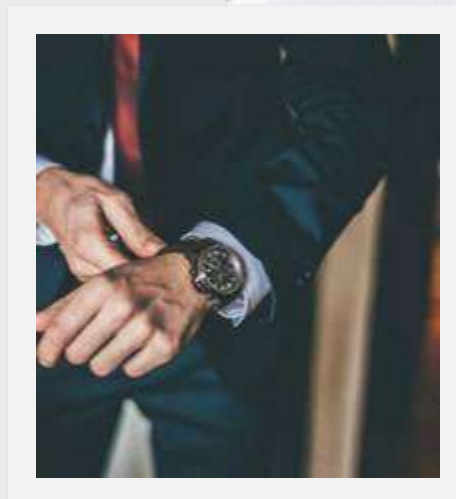
Package 2 – \$5,000 (plus tax)

Event Barn + Entire Lodge (one night)

Package 3 – \$4,500 (plus tax)

Terrace Upper level + Event Barn

Access to property at 9:00 am.



PRICING 2024

Event Planning Services

Event Planning Package 1 – \$500 (plus tax)

Table, chair, tablecloth, & chair cover set up, tear down and trash removal.

Event Planning Package 2 – \$800 (plus tax)

Unlimited time on-site, allowing you to enjoy every moment of your wedding day without any worry of the details.

Directing the ceremony processional.

Coordinating and assisting with the setup of the ceremony and reception.

Setup of wedding accessories such as guest book, place cards, favors, etc.

Coordinating pinning of boutonnieres and ensuring VIP's receive flowers.

Acting as the point of contact for all vendors.

Assisting the family, wedding party and guests as needed.

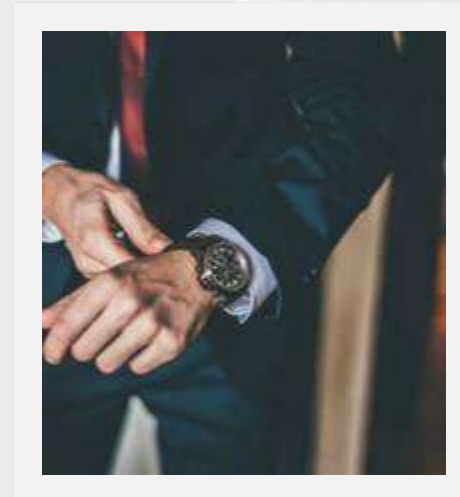
Distributing final payment and gratuity to vendors.

Providing a stocked emergency kit.

Dealing with any unforeseen hiccups.

Coordinating load-out and trash removal.

**Option to add on coordination and planning of additional events such as Welcome Party, Rehearsal Dinner, Sunday Brunch, etc.*

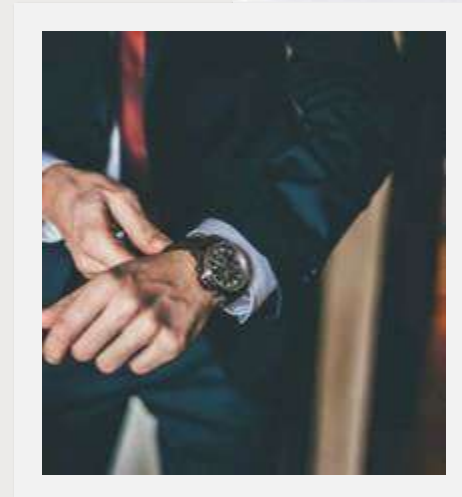


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Event Planning Services

Event Planning Package 3 – \$2,500 (plus tax)

- Wedding planning timeline preparation and creating a wedding checklist.
- Establishing priorities, developing and tracking the budget.
- Vendor recommendations, negotiations, and bookings.
- Contract review.
- Vendor management.
- Creation and execution of a design scheme.
- Managing save-the-dates, wedding invitations, and all printed materials.
- Tracking of guest RSVP's.
- Wedding favors & accessories.
- Procurng welcome bags.
- Marriage License.
- Etiquette information.
- General advice and consultation.
- Unlimited meetings and coordination time.
- Attendance at vendor meetings.
- Confirming all details with the appropriate vendors prior to the wedding.
- Facilitating the ceremony rehearsal.



THE WAY TO GET STARTED
IS TO QUIT TALKING AND
BEGIN DOING.

Walt Disney



TEAM



Jon Orkin

Business Manager
414.232.6329



Kelsey Monk

Event Manager
812.564.2842

TERMS & CONDITIONS

Event Spaces

- Five Willows Tables & Chairs and white table clothes are included in the price above.
- 15% deposit of the total estimated rental fee is due upon execution of the Five Willows, LLC. Rental Agreement Contract. The remaining 85% of the total estimated rental fee is due 7 days prior to the scheduled event.
- An authorized credit card will be required for any additional charges incurred on the day of the event.
- Cleaning fee to be added based on space rented.

Five Willows, LLC. Is not responsible for lost, stolen, or damaged property and is a Non-Smoking Facility.

Entire Lodge Rental

- No running or horseplay is permitted within the Lodge.
- 15% deposit of the total estimated rental fee is due upon execution of the Five Willows, LLC. Rental Agreement Contract. The remaining 85% of the total estimated rental fee is due 7 days prior to the scheduled event.
- An authorized credit card will be required for any additional charges incurred on the day of the event.
- Cleaning fee for entire Lodge: \$565

CANCELLATION POLICY

Event Spaces & Entire Lodge Rental

- If Client cancels the entire event, such decision will constitute a breach of its obligation to Five Willows and the Venue would be harmed. Should the event be canceled, Client will pay Five Willows, as a cancellation fee and not as a penalty, according to the following terms:
 - From time of Agreement finalization (Agreement signed by both parties) until 182 days prior to main group arrival there will be no charge for full group cancellation.
 - 181 days to 121 days prior to main group arrival, 50% of full net revenue, will be charged as a fee against full cancellation of event.
 - 120 days or less prior to main group arrival, 100% of full net revenue, will be charged as a fee against full cancellation of event.

P R E F E R R E D V E N D O R L I S T

Bar Services/Caterer

- Joe's Italian Food
821 N. Section St. Sullivan, IN 47882
(812) 268-1144
www.joesitalianfoods.com
- La Pachanga
981 N. Section St. Sullivan, IN 47882
(812) 268-9402
www.lapachangasullivan.com
- Maddag's Restaurant and Bowling
1616 N. Section St. Sullivan, IN 47882
(812) 268-3388
www.maddogsbowling.wixsite.com
- Petty Pit Stop
4 W. Washington St. Sullivan, IN 47882
(812) 917-1505
www.pettypitstop.com

Bakery

- Alyssa's Custom Cakes and Treats
21 S. Main St. Sullivan, IN 47882
(812) 638-2997
www.alyssascustomcakesandtreats.com
- Kara's Kupcakes
22 W. Washington St. Sullivan, IN 47882
(812) 397-4300
www.facebook.com/KarasKupcakes
- Sugar Studio by Tiers of Elegance
2939 S. 7th St. Terre Haute, IN 47802
(812) 234-6470
www.sugarstudiobytiers.com

Event Décor

- Simple to Elegant
1601 S 3rd St, Terre Haute, IN 47802
(812) 234-8700
www.simpletoelegant.org

PREFERRED VENDOR LIST

Florist

- Amber's Flowers & Gifts
18 S. Court St, Sullivan, IN 47882
(812) 638-2087
www.facebook.com/profile.php?id=61551829165595
- Buds & Blossoms Florist & Gift Shoppe
584 S. Section St. Sullivan, IN 47882
(812) 268-5414
www.Budsandblossomsin.com
- Cowan & Cook Florist
575 N 21st St., Terre Haute, IN 47807
(812) 232-9606
www.cowanandcookflorists.com
- Maggie & Moe's Poplar Flower Shop
361 S. 18th St., Terre Haute, IN 47807
(812) 232-3319
www.poplarflowers.com

Hair & Makeup

- Adorned Lashes & Makeup
800 Poplar St., Suite B, Terre Haute, IN 47807
(812) 239-9695
www.angeliaecclesmakeup.com
- Cabin Cuts Salon
4 N Main St, Sullivan, IN 47882
(812) 562-9608
www.facebook.com/cabincutssalon
- Marty Warnick
24 N Main St, Sullivan, IN 47882
(812) 268-1058
www.facebook.com/marty.shott
- Studio A
703 N 2nd St Vincennes, IN 47591
(812) 890-0775
www.studioa-salon.com

Music Professionals

- DJ Danny Wayne & Associates
(812) 533-3535
www.djdannywayne.com
- Footloose DJ Entertainment
(812) 238-2174
www.footloosesound.com
- Mike Williams
www.facebook.com/mike.williams.5876

Photographer/Videographer

- Cleg Photography
(812) 881-9552
www.facebook.com/clegphotography
- Jase Allsup Productions
(812) 249-3693
www.facebook.com/JaseAllsupProductions



THANK YOU

Thank you for your interest in Five Willows to host your next special occasion! We look forward to creating memories that will last a lifetime!

Five Willows
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812.564.2842
info@fivewillows.org
www.fivewillows.org